

Town of Yampa regular meeting  
December 5, 2018 minutes

TOWN OF YAMPA  
DECEMBER 5, 2018  
YAMPA TOWN HALL – 101 MAIN STREET  
CROSSAN BUILDING-2<sup>ND</sup> FLOOR

BOARD MEMBERS PRESENT: Mayor Robert Symons, Mayor Pro-Tem Mike Lewis, Trustees Brian Ashley, Jeff Drust and Crystal McLaughlin

BOARD MEMBERS ABSENT: None

EMPLOYEES PRESENT: Public Works Superintendent (PWS) Eric Berry and Town Clerk (Clerk) Janet Ray

AUDIENCE PRESENT: None

Call to Order

Mayor Symons called the meeting to order at 7:00 pm.

Roll Call

Board roll call was taken.

Approval of Minutes

None

2019 Proposed Budget Public Hearing

There was no audience to review the 2019 proposed budget, but some discussion was held among the town board members. Clerk Ray noted that in the general fund there are more expenses than revenues and that will need to be rectified prior to budget adoption next week. She also noted that the board wanted 3% raises on payroll considered for all employees. Both PWS Berry and Deputy Clerk Phillips provided information for the proposed budget. Neither has commented on final numbers, but neither has really had time. Trustee McLaughlin asked why the 2018 end of year revenue line item for Yampa Fire Protection District was so low; Clerk Ray said that she hasn't sent the billing for the last two quarters. There being no further discussion, the public hearing on the budget was closed.

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Audience participation – Non-agenda items

None

Audience participation – Scheduled items

None

Old Business

Water system improvements update and consideration of any needed approvals and  
Wastewater system improvements update and consideration of any needed approvals

Clerk Ray asked that the update for both projects be tabled until the January meeting. She did note that the Energy Impact Assistance Grant for \$100,000 to finalize design and engineering documents for the wastewater plant improvements filed December 3<sup>rd</sup> was accepted for consideration on December 4<sup>th</sup>.

Crossan's update and consideration of any needed approvals (if any)

Trustee Drust reported that the two items he is aware are still having problems are the elevator and heating system. Clerk Ray said that the elevator seems to be working if you follow the sequence of events and don't rush it. For example, making sure the door has closed and clicked in place prior to pushing the button to send it up or down. Per Trustee Drust, the heating system may need some minor adjustments, but that there will not be any work on the heating system unless it is an emergency until late spring or summer. Mr. Dobell has still not met with Historic Routt County, Town of Yampa and Friends of Crossan's to resolve the issue with the change orders that were not handled properly and have not been paid. Clerk Ray said she is following up on the storm windows that have not been installed and will report when she knows more. The garage that was leased from Diane Mahoney for storage was emptied before the end of November and no further payments should need to be made as Ms. Mahoney as she has a person wanting to rent it.

New Business

Consideration of Resolution of 2018-08 – A Resolution Designating Holidays at Town of Yampa for the Year 2019

Trustee Lewis moved to adopt Resolution 2018-08 – A Resolution Designating Holidays at Town of Yampa for the Year 2019. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

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### Final Christmas Preparations

Mayor Symons said he has been in touch with Santa and he will be here for the Christmas Eve celebration. The fire department will assist with delivering Santa to Crossan's and taking him and the candy bags to the senior citizens and town board after the visit at Crossan's. PWS Berry said he should be able to get the decorations up this weekend. Clerk Ray said that she just contacted Yampa Valley Electric Association asking if they will sponsor the lighting contest again this year, so she does not have an answer. The South Routt Economic Development Council has South Routt Bucs so those will be given as the prizes. The lighting contest judging will again be by ballot of the residents. The ballots will be put in the December billing. Ken Montgomery will have a ham for the contest drawing. Posters advertising the contest and posters listing the winners after the contest will be done and the winners will be notified that they won. Trustee Drust will make sure the Christmas Star is working. Public Works will put up the Santa coming sign no later than Monday Dec 18th after checking that it is in good condition and if not, make repairs prior to putting it up. Popcorn balls will be made at the Ladies Aid Hall on Wednesday, February 19<sup>th</sup>, 6:30 pm and Tom & Eloise Estes have said we can use their pans to make the syrup. The candy sacks will be put together Friday, December 22<sup>nd</sup>, 10:00 am, 1<sup>st</sup> floor of Crossan's. For Christmas Eve, Clerks Ray and Phillips will put together the Senior Citizen list for the fire department to use to deliver the bags. Suzi Crowner, Cindy Ashley and Dick Sutton have volunteered to make cookies. We'll see if Parkers and Olingers can serve refreshments. Trustee Drust will set up the music and provide the lighted candy cane decorations for outside Crossan's.

It was also noted that Yampa will participate in the Shop Local Campaign that the Town of Oak Creek sponsors and donate \$100.

### Public Works Department

#### 2018 water usage report

The water usage report was in the town board and audience packets and were reviewed.

#### 2018 nutrient testing report

The nutrient testing report was in the town board and audience packets and were reviewed. The high result on the total Kjeldahl nitrogen in November was noted, but PWS Berry said that he had no explanation why it was so high. It was reiterated that although we are required to do the tests, there are no standards or limits we must meet at this time.

### Ongoing work

PWS Berry said that he will go to the Colorado Rural Water Association board meeting this coming Thursday and Friday. On Saturday, he intends to get the Christmas decorations put

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up. Mayor Symons asked when the light pole on Moffat might be operational. PWS Berry said he would get to it as soon as he could but didn't have an exact date.

Clerk's review of possible code violations (if any) and required action (if any) and report of on-going business

Code violations

Clerk Ray said there were no new code violations to report.

Report of on-going business

Clerk Ray said she had read the draft minutes from the November meeting regarding the design criteria and read the design criteria itself. She said she questions whether the language used is enforceable and wondered if the board wanted some clarification from Attorney Weiss before next steps. It was pointed out that some flexibility in the regulations is desired, but that the Board does want them to be enforceable. Clerk Ray said she could ask Mr. Weiss to do a preliminary review to establish whether he thinks the criteria is enforceable as written. The Board agreed. Clerk Ray said most of her time has been spent on catching up on the water and wastewater projects and the budget. Clerk Ray said that she thinks most of the paperwork is completed on the Wasinger Subdivision. The Town has not received verification from Historic Yampa, LLC's insurance company that Town of Yampa is named as an additional insured. The agreement between the lot owners that they are responsible for maintenance from the main into their properties has not been received. Clerk Ray said that the Subdivision Plat went to the Clerk and Recorder's office for recording today. Mayor Symons asked Clerk Ray if the property clean up order had gone to Clinton Cole and the answer is no.

Reports of Committees

None

Meeting Reports

Northwest Transportation Planning Region meeting

Clerk Ray reported that she did not attend the meeting because of being behind in her work, but they gave a call-in option because of inclement weather so she did listen in. Most of the discussion was regarding the failure of the ballot questions and possible future funding.

Schedule Workshops and/or Special Meetings

A special meeting will be held December 12, 2018 to consider adoption of the budget.

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Members and audience requests for agenda items for next meeting

Trustee Ashley reported that he had spoken with Kelly Romero-Heaney and she encouraged Yampa to submit a basin roundtable grant. Clerk Ray said she would follow up.

Reading of Correspondence and required action if any

Correspondence was circulated for review. No correspondence required board action.

Review November financials, November meter reading report and November invoices/vouchers

November financials were in town board and audience packets for review. The November meter reading report was not available. The November invoices with completed vouchers were circulated for review.

Reading and Payment of Bills

Clerk Ray read the bills. Trustee Lewis moved to pay the bills, Trustee McLaughlin seconded the motion and the motion passed unanimously on voice vote.

Adjournment

Mayor Symons asked for further business, hearing none he called for adjournment. Trustee Lewis moved to adjourn, Trustee Drust seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 8:18 pm.

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Robert A. Symons, Mayor

Attest:

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Janet L. Ray, Town Clerk

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April 3, 2019