

Town of Yampa minutes
May 1, 2019 regular meeting

TOWN OF YAMPA
MAY 1, 2019
YAMPA TOWN HALL – 101 MAIN STREET
CROSSAN BUILDING-2ND 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: Jodi, Lily, and Louisa Ackerman, Donna Corrigan, Allyson and Landon Gray, Sarah Jones, Noah and Sheila Symons, and Steve Williams

Call to Order

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

Roll Call

Board roll call was taken.

Minutes

Consideration of approval of minutes – regular meeting January 2, 2019, regular meeting February 6, 2019, regular meeting March 6, 2019, special meeting March 27, 2019, and regular meeting April 3, 2019

Trustee Lewis moved to approve the regular meeting January 2, 2019, regular meeting February 6, 2019, regular meeting March 6, 2019, special meeting March 27, 2019, and regular meeting April 3, 2019 minutes. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

Audience participation – Non-agenda items

None

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Audience participation – Scheduled items

South Routt No Littering Club

Lily Ackerman, Landon Gray, and Noah Symons, members of the South Routt No Littering Club were present to explain what their club is doing to prevent littering and to pick up litter around town. They presented ideas for picking up dog droppings. They would like the town to put an article in the town newsletter about their club and efforts at clean up and to put doggie bags and trash cans in the parks. They have run a lemonade stand as a fund raiser and raised \$97.50. They have spent \$4.00 for supplies.

Tour de Steamboat

Sarah Jones & Steve Williams were present to give the town board and audience an overview of the 2019 Tour de Steamboat which will be held Saturday, July 20. They left maps of the various routes available to the riders. Mr. Williams explained that the Tour is in its 15th year and this will be the 4th year for the Yampa loop. He reported that the ride sold out last year. The four beneficiaries that will benefit from the proceeds of this year's race are: Partners Mentoring Youth in Routt County, Routt County Riders, REPS (Reaching Everyone Preventing Suicide) and the Yampa Valley Sustainability Council. MaryLu Meadows has given permission to use her property north of Montgomery's General Merchandise for the aid station, if the Town of Yampa is okay with continuing at the location. In addition to the 26, 46, 66 and 116-mile loops, a fifth ride, a 100-mile gravel route is being added this year. Volunteers are needed for the Yampa aid station.

Old Business

Water system improvements update and consideration of any needed approvals

Clerk Ray reported that the fully executed Amendment, #4, moving the funding to the transmission line from the pretreatment facility was received. Skidge Moon's survey crew is due May 13 to survey the new access road. The survey has to be done prior to the transmission line design and license agreement with Barbara Palmer to work outside the easement if necessary.

Wastewater system improvements update and consideration of any needed approvals including Civil Design Consultants, Inc. Wastewater Treatment Facility Alternatives Analysis agreement

Real Estate agent, Donna Corrigan was present with information from the owners of the Yampa Valley Ranch regarding the proposed purchase of the three acres adjacent to the wastewater plant. The owners are requesting an agricultural access and fencing that would block the view between the ranch and the plant and would keep animals out of the

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wastewater plant. Per Ms. Corrigan, they are not looking for a road the full length of the 3 acres. The Board voiced that agricultural access would be agreeable and instructed Clerk Ray to have Attorney Weiss begin the paperwork for the agricultural access and a real estate contract. The Board reviewed Civil Design Consultants Inc.'s (CDC) Wastewater Treatment Facility Alternatives Analysis agreement proposal and had no questions. Trustee Ashley asked if implementing alternative measures would save the town money. Clerk Ray said that would be hard to determine now, but she believes it will not. However, the town really has no choice but to try for an alternative solution as the town does not have the funds to do the work and has been told the town will not qualify for a state revolving fund loan because of the financial status of the water/sewer fund nor will any further grant funding be available at this time. Trustee Lewis moved to accept CDC's proposal in the amount of \$21,000 to prepare the wastewater treatment facility alternatives analysis. Trustee McLaughlin seconded the motion and the motion passed unanimously on voice vote. Notification from the Colorado Department of Public Health and Environment (CDPHE) was received that the town's wastewater treatment facility modification request for an extension of the compliance schedule was denied. The basis for denial was that the permit expired on 6/30/17 and the modification application was not received until 1/9/18 and that an expired or administratively continued permit cannot be modified. CDPHE went on to say that they had requested the town submit a withdrawal application for the modification application and they had not received one, thus the denial. The notification had been sent to CDC for their thoughts and Matt Mielke had said that he did not think a withdrawal application was necessary. He did suggest that PWS Berry might want to have a conversation with Taylor Hukari at CDPHE to confirm if any action by the town is needed at this time. Mr. Mielke asked if any word had been received on the renewal of the discharge permit and said that he thought after the renewal is received, the town can resubmit the modification request.

Crossan's update and consideration of any needed approvals including payment of Invoice No. 5720 dated 3/5/19 tabled from April 3, 2019 meeting

Trustee Drust abstained from the discussion and vote on payment of invoice # 5720 dated 3/5/19 in the amount of \$3,412.43. The Board reviewed the information received from John Dobell and Historic Routt County (HRC). Mr. Dobell explained via email that JDS Roofing provided and installed protective chimney caps in the approved grey color. When Anne McCleave of the State Historic Fund did an inspection, she requested they be replaced with a brick red metal cap. JDS Roofing replaced the caps with a discount from 4 caps to 3 caps intended to benefit the Town of Yampa. Following a Crossan's Change Order Meeting held March 28th and attended by Historic Routt County (HRC) attorney Rick Akin, HRC Board member Bill Latoza, architect Jan Kaminski and HRC Executive Director, Emily Katzman, where they reviewed each change order and the backup documentation, Ms. Katzman wrote a meeting summary giving HRC's recommendations for each change order. In addition, they reviewed Dobell Invoice #5720, which was sent to the Town of Yampa for payment. The invoice included the chimney caps. HRC's stance is that Town of Yampa is not obligated to pay for the chimney caps as changing from grey to terracotta-colored caps should have been

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handled as a change order since the directive came from State Historic Fund. Following discussion, Trustee Lewis moved to pay \$2,391.83 on Invoice #5720. This amount is minus \$1,020.60 for the chimney caps. Trustee McLaughlin seconded the motion and the motion passed on the following roll call vote: Lewis – yes, McLaughlin – yes, Symons – yes, and Ashley – yes. Clerk Ray noted for the record that the check to Dobell Contracting, Inc. will be for a total of \$3,837.23. This amount pays invoice #5739 in the amount of \$1,445.40 for labor and materials to install faucet and hose bibb and \$2,391.83 on invoice #5720, which pays for boiler repair, boiler repair parts and gutter & snow fence labor & materials. Trustee Drust rejoined the meeting. Clerk Ray reported that Mr. Dobell accepted HRC's settlement offer of \$5,010.90 and signed the settlement agreement so the contract between HRC and Dobell Contracting is satisfied. Trustee Drust explained that there is a leak in the pipe in the radiator in the meeting room and the 2nd floor carpet and floor are damp and it is leaking into the ceiling and around the south door of the 1st floor. Trustee Drust has spoken with Gibb and thought he would be here this week to assess the damage. No one has heard from him; Trustee Drust will call him again tomorrow.

Rabies Vaccination Clinic report and consideration of thank yous to Dr. John Colburn, and helpers

Clerk Ray reported that there were 59 town licenses issued at the clinic and Dr. Colburn vaccinated over 60 dogs and cats. Trustee Lewis moved to send a thank you to Dr. Colburn and his helpers. Trustee McLaughlin seconded the motion and the motion passed unanimously on voice vote. Clerk Ray noted that the helpers were Mrs. Peggy Colburn, Jeannine Jones, and Sheridan Myer.

New Business

Consideration of appointing Jeff Drust as the Town of Yampa representative to and proxy for the Bear River Reservoir meeting to be held Monday, May 20, 2019

Trustee Lewis moved to appoint Trustee Drust as the Town of Yampa representative to and proxy for the Bear River Reservoir meeting to be held Monday, May 20, 2019. Trustee McLaughlin seconded the motion and the motion passed unanimously on voice vote.

Consideration of participation in Routt County cleanup day May 18th, - adopt a highway program or alternate date if necessary

Trustee Lewis moved to do Yampa's 2 miles of highway cleanup on May 18th, weather permitting. Trustee McLaughlin seconded the motion and the motion passed unanimously on voice vote. Trustee Ashley said that he could probably get a couple of the containers that Steamboat Springs once used to hold the plastic bags people could use to pick up dog waste. River Park would be a good location and everyone can think about a second location as a trial run.

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Town flower barrels distribution & maintenance

Clerk Ray reported that Michelle Yackey will do the barrels at River Park, Teri Lynch will do barrels at the Post Office, Montgomerys' will do one barrel at the CR 7 sign, and Cindy Wren will do barrels at the museum.

Community Survey results

Clerk Ray reported that there was a 43% response rate. The Town Board reviewed the community survey results and will use the results to work on priorities moving into the future. The results were posted on the town's website and hard copies will be available to those who want them.

Public Works Department

Newton – 141 Rich Avenue water & sewer installation

PWS Berry reported that water and sewer are being installed at 141 Rich Avenue for owner Brad Newton. The job hasn't been completed due to inclement weather.

Ongoing work

PWS Berry reported that he has been working with CDPHE to explain and justify the properties he has used for the lead and copper testing. He has been working on the Consumer Confidence Report. Potholes were discussed, PWS Berry said he is planning to work on filling them starting next week if the weather is good.

Trustee Ashley asked when the playground equipment that was donated by the preschool would be put in. Clerk Ray said that it was previously determined that it would go in Snowden Park. New ground cover has to be purchased for both it and the equipment that is already in Snowden Park. PWS Berry said he would look at the information he has to get new ground cover purchased.

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

Code violations

A complaint was received regarding the garbage in front of the trailers facing Lincoln Street in Walker Montgomery's trailer park. A notice to remove the garbage will be sent to the individuals in the trailers and Mr. Montgomery as the trailer park owner. Clerk Ray noted that the dumpster at 220 West 4th Street (Kenny & Lacy Trout) is no longer there. The camper in front of space #2 in the Cordova Trailer Park is gone.

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Report of on-going business

Clerk Ray reported that the town received a letter from Upper Yampa Water Conservancy District asking who is authorized to call for water on the town's accounts for Yamcolo Reservoir, Stillwater-Five Pine Mesa Ditch, Stagecoach Reservoir and Bear River Reservoir and that she responded, leaving the information the same as 2018. Public Works Superintendent, currently Eric Berry, Public Works Assistant, currently Greg Samuelson and Mayor, currently Robert Symons, are the positions that would make the calls for water on the town's accounts. Andi Schaffner emailed the Stillwater Ditch budget projections and they were put at town board seats this evening for review. Information from Attorney Weiss regarding the design criteria guidelines was received April 29, 2019. Clerk Ray said she has not reviewed the information yet nor has she sent it to Noreen Moore. Attorney Weiss said he can find nothing that would prohibit setting design criteria. Auditor Chris Catterson will be here to do the audit fieldwork tomorrow.

Reports of Committees

4th of July

Committee President, Aaron Symons reported on the first 4th of July Committee meeting for 2019, which was held April 29th. Attendance was low and some people that have been on the committee have moved or will not be helping this year. Both Aaron Symons and Tillie Price stated that they did not want to continue as president and vice president of the committee, but no one volunteered to take the positions. The effort to find replacements will continue at the next meeting. Tammy Delto was reelected Secretary and Eric Berry was reelected Treasurer. The theme will be "Tropical Paradise in Yampa". The next meeting is scheduled for Thursday, May 30, 7:00 pm, Crossan's 2nd floor meeting room.

Meeting Reports

South Routt Economic Development Council (SREDC)

Trustee Lewis was unable to attend the April South Routt EDC meeting, so no report was given. The next meeting is tomorrow night, May 2, 2019, 6:00 PM, Oak Creek Town Hall.

Museum and Heritage Fund Advisory Board (MAHFAB)

Trustee Lewis reported on the April 30th MAHFAB meeting where minutes were approved, a grant withdrawal request of the Julie Harris Theater project from Historic Routt County was approved, and grant requests from Hayden Heritage Center, Tread of Pioneers Museum, Historic Routt County, and Historical Society of Oak Creek and Phippsburg were heard. The Tread of Pioneers Museum request was tabled as the Board had questions and there was not a representative from the Tread of Pioneers Museum present to answer the questions.

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The other grant applications were approved for recommendation to the Routt County Commissioners. There will be a special phone conference meeting May 10th to review answers to the Tread of Pioneers Museum application questions. The next MAHFAB meeting will be July 23, 2019.

Routt County Oversight Committee

Clerk Ray stated that the report was in the town board and audience packets. The backup paperwork was circulated for review.

Schedule Workshops and/or Special Meetings

Clerk Ray said that tentatively she might have topics for discussion next Wednesday, May 8th. Beyond that she does not know so workshops or special meetings will be scheduled as needed.

Members and audience requests for agenda items for next meeting

Ken Montgomery asked that saying the pledge of allegiance at the beginning of meetings be added. Trustee Ashley asked that clean-up of properties be on the agenda and discussion/decision of what the town hall and visitor center signs for the Crossan building should look like.

Reading of Correspondence and required action if any

Clerk Ray noted that Deputy Clerk Phillips communicated with the Sheriff's Department regarding volunteer work for the after-school program by Patrol Lieutenant Adrian. Patrol Lieutenant Adrian explained that although it was volunteer work for the program itself, he was on duty and providing regular on duty services at the time. Deputy Clerk Phillips agreed that the explanation made clear that there was no issue; however, Clerk Ray asked the town board to review the report and explanation so their agreement could be made of record. The town board agreed that the town should pay for the time. Other correspondence was circulated for review. None required board action.

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

April financials were in town board and audience packets for review. The April meter reading report was not available and will be included for review at the June meeting and the April invoices with completed vouchers were circulated for review.

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Reading and Payment of Bills

Clerk Ray read the bills. Trustee Lewis moved to pay the bills, Trustee Drust 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 McLaughlin seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 9:45 pm.

Robert A. Symons, Mayor

Attest:

Janet L. Ray, Town Clerk

June 5, 2019