

Town of Yampa
June 7, 2017 minutes

TOWN OF YAMPA
JUNE 7, 2017
YAMPA TOWN HALL

BOARD MEMBERS PRESENT: Mayor Tom Yackey, Mayor Pro-Tem Mike Lewis,
Trustees Brian Ashley, Jeff Drust and Michael French

BOARD MEMBERS ABSENT: None

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

AUDIENCE PRESENT: Gary Burkholder, Michael Moore, Noreen Moore, and
Scott Williamson

CALL TO ORDER

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

ROLL CALL

Board roll call was taken.

MINUTES

Consideration of approval of December 7, 2016 regular meeting minutes

Trustee Lewis moved to approve the December 7, 2016 regular meeting minutes. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

AUDIENCE PARTICIPATION – NON-AGENDA ITEMS

None

AUDIENCE PARTICIPATION – SCHEDULED ITEMS

None

OLD BUSINESS

Treatment plant improvements and additional water storage tank update and consideration of any needed approvals

Civil Design Consultants' (CDC) update was in town board and audience packets. Mayor Yackey asked about the cattle guard on Watson Creek Trail. PWS Berry said that it had been pulled out and Duckels was working on it in their shop in Steamboat. Clerk Ray reported that Engineer Sackett, Mayor Yackey, and herself met with Barbara and Dick Palmer on Friday, June 2 and once more reviewed the documents for the transmission line easement. It seemed that we came to agreement. Palmers wanted a slight change in the language of the easement agreement and they said they would send that language. That has not been received yet. Clerk Ray said that if those changes are workable from a legal stand point, she thinks the documents can be finalized. Engineer Sackett also brought the documents for the access road relocation and went over those with Barbara and Dick Palmer as well. Again, there will be some changes, but nothing major at this point. There is paperwork involved with Routt County, but Mike Mordi in Routt County Road & Bridge has approved the relocation. The amendment to the Department of Local Affairs (DOLA) grant extending the deadline to December 31, 2017, for completing the relocation of the access road was signed by Mayor Yackey and returned to the State on Monday, June 5th.

Wastewater system improvements update and consideration of any needed approvals

Clerk Ray reported that Randi Johnson-Hufford at Colorado Department of Public Health and Environment (CDPHE), Engineers Sackett and Andre of CDC and herself had a teleconference today. The Preliminary Needs Assessment and preliminary design are due March 2018. There is a possibility that another teleconference will need to be held in the next couple of weeks with CDPHE permitting and engineering sections, CDC and subcontractor Stantec and a Town representative to discuss further details of the project. As near as can be determined now, the town will probably be looking at the December 1, 2017 energy impact grant funding cycle. Also on this call, Ms. Johnson-Hufford was informed that Engineer Sackett is leaving CDC and Engineer Mike Beurskens will be taking the position.

Crossan's update and consideration of any needed approvals

The Owner/Architect/Contractor (OAC) May 17, 2017 meeting notes were in town board and audience packets. Clerk Ray reported that she understood that John Dobell would be requesting inspections by the end of this week and that she would be sending a request to the Routt County Building Department for a temporary certificate of occupancy for the first floor immediately after that. Trustee Drust said he is looking for a light for the cooler. The floor is being finished. The last bookcase and cabinets are in. Job manager, Ken Carter, has been out of town, but should be back soon, which will help the work move along. The ADA

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accessibility was brought up and Noreen Moore said that there had been discussion of that since it seemed to have been left out of this first phase, but the Friends of Crossan's committee is working with Contractor Dobell and Architect Kaminski to come up with a solution. A meeting is scheduled for June 15th for the entities that will be occupying the building so a plan for the use of the first floor can be started. Trustee Drust recused himself from the discussion and vote on Dobell pay request #10 because he has a subcontractor's invoice included. Trustee Lewis moved to approve Dobell pay request #10 in the amount of \$55,379.10. Trustee Ashley seconded the motion and the motion passed on voice vote. Ms. Moore reminded the town board and audience that the Todd Mohr concert is July 29.

Ongoing report on Royal Hotel fire clean up and consideration of any needed action

Clerk Ray reported that Commissioner Corrigan passed along that the contractor hired to do the clean up said that the county needs either an open air waiver from CDPHE or a third party to monitor the clean up. Routt County Environmental Health Director, Scott Cowman, is preparing the necessary paperwork for the open air waiver. The contractor won't give the county any kind of an estimated start date because of the open air waiver delay.

Highway clean-up report – Saturday, May 13

Clerk Ray reported that the people who helped with highway clean up were: Brian, Cindy, Harrison and Spencer Ashley, Jeff Drust, Michael French, Nora Phillips, Cindy Wren and Tom Yackey. There were approximately 12 bags of trash.

NEW BUSINESS

Consideration of Resolution 2017-02 – a resolution appointing members to the South Routt Library District Board of Trustees

Trustee Lewis moved to adopt Resolution 2017-02 – a resolution appointing Lisa Rangel and Kristine Stonehocker to the South Routt Library District Board of Trustees. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

Consideration of approval of Memorandum of Understanding (MOU) between Colorado Department of Local Affairs – University of Colorado Denver, Colorado Center for Community Development and Town of Yampa to prepare Downtown Beautification and Streetscaping Master Plan

Trustee Lewis moved to approve a Memorandum of Understanding (MOU) between Colorado Department of Local Affairs, University of Colorado Denver, Colorado Center for Community Development and Town of Yampa to prepare a Downtown Beautification and Streetscaping Master Plan. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

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Consideration of signing Intergovernmental Agreement (IGA) for Regional Planning Commission for Transportation Planning – Northwest Transportation Planning Region (NWTPR)

Clerk Ray explained that this IGA is back in front of the town board because after the May 3 town board meeting, at the May 11 TPR meeting, the voting options were discussed at length. The final vote at the TPR meeting favored the voting option attached to this IGA. It most closely resembles the way the vote was previously being taken and was not an option in its present form at the May 3 town board meeting. Therefore, Clerk Ray has asked for the town board to consider signing of the IGA in this current format presented tonight. Trustee Lewis moved to sign the IGA in the format presented at this meeting. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

Consideration of appointments for representative and alternate representative to attend Northwest Transportation Planning Region meetings

Trustee Lewis moved to have Janet Ray continue as the representative and Eric Berry to continue as the alternate representative to the Northwest Transportation Planning Region.

Consideration of Economic Development dollars for flowers purchase for beautification plan for Gateway Yampa use (requested \$400)

Trustee Lewis moved to donate \$400 towards the purchase of flowers that Gateway Yampa sets out and maintains as part of the beautification plan. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote. The funding comes from the town's general fund economic development line item.

Consideration of thank you to Engineer Randy Sackett, Civil Design Consultants

Trustee Lewis moved to send a thank you to Engineer Randy Sackett for all of his help on the water treatment facility improvements and other projects, as he is leaving Civil Design Consultants and the area. Trustee French seconded the motion and the motion passed unanimously on voice vote.

Consideration of approval of Agreement for Professional Services for review of the proposed Yampa Home Simple Planned Unit Development (PUD) by Civil Design Consultants

Trustee Ashley asked if Mr. Whittall had reviewed and agreed to the proposal as he will be paying for CDC's time to review the project. Clerk Ray said that yes he had. Trustee Lewis moved to approve the Agreement for Professional Services for review of the proposed Yampa Home Simple Planned Unit Development by Civil Design Consultants. Trustee Drust seconded the motion and the motion passed unanimously on voice vote. Clerk Ray

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said there had been discussion regarding engineers for the project and she thought Mr. Whittall chose CDC because they have to review the project any way.

PUBLIC WORKS DEPARTMENT

2017 Drinking Water Quality Report for Calendar Year 2016

The 2017 drinking water quality report for calendar year 2016, also known as the consumer confidence report was in town board and audience packets for review. The report will be sent to users of the system by including it in the June water and sewer billing.

2nd Quarter Drinking Water Test Results

The results were in town board and audience packets. PWS Berry pointed out that two tests came back showing a trace amount in the water of gamma-BHC (Lindane) a pesticide and Dalapon a herbicide. He said he would do some investigating to see if he can determine where it came from.

Consideration of approval of funding for additional water testing

Trustee Lewis moved to approve funding for the additional water testing that will need done because of the Lindane and Dalapon. Trustee Drust seconded the motion and the motion passed unanimously on voice vote. PWS Berry said that he anticipates that he will need to do two tests this year at a cost estimate of \$360 per quarter.

On-going work

PWS Berry reported that PWA Samuelson had been grading streets and doing parks maintenance. PWS Berry said he continues to work on the fence at the Royal Hotel to keep it in place. He has not heard the schedule for the magnesium chloride application for dust abatement. Mayor Yackey asked if there are parts on the shelf to repair the meter waters that are not working and PWS Berry said yes. The high usage at Cordova's trailer court was asked about, PWS Berry said he thought Mr. Cordova had plans to fix it this summer.

CLERK'S REVIEW OF POSSIBLE CODE VIOLATIONS (IF ANY) AND REQUIRED ACTION (IF ANY) AND REPORT OF ON-GOING BUSINESS

Code violations

Clerk Ray reported that she has no new code violations to report.

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Ongoing business

Clerk Ray said she filed the Highway Users Trust Fund report that was due June 1, on May 30, but the State of Colorado was having problems with their site and receiving the reports so they said they would let the entities know if they didn't show receiving the report so it could be redone without concern of the funds being held up. Clerk Ray met with John Bristol on May 24. He is the new Economic Development Director for the Steamboat Springs Chamber Resort Association. Funding for the Chamber is paid 1/3 by Chamber, 1/3 by City of Steamboat Springs, and 1/3 by Routt County. In addition to the municipalities, he will be reaching out to the South Routt Economic Development Council. The Farmers Markets will be held again this summer, the last Sundays of each month June through September at River Park. Clerk Ray said she anticipates having paperwork ready for Auditor Catterson to do the audit field work in the next few weeks and Assistant Treasurer Phillips can finish her part when Clerk Ray is caught up. Clerk Ray said she has the draft of the December special meeting minutes completed, which are the last that Auditor Catterson will need for the audit. Clerk Ray said she is now looking at July for the building code adoption by Yampa. There will be a joint meeting of Yampa-Egeria Historical Society and Friends of Crossans on June 15 at the Crossan building. Any and all town board members that can attend are welcome and encouraged to attend. Clerk Ray said she understood use of the first floor is to be discussed. Clerk Ray announced that the Yampa-Egeria Historical Society received notification that they were awarded their non-profit status. She said that Northwest Colorado Cultural Heritage Program Director, Nancy Kramer, was instrumental in helping complete the paperwork and assist with submission after many years of many different people working on it.

REPORTS OF COMMITTEES

Friends of Crossan's (FOC)

FOC President Jeff Drust reported that some FOC members attended the Colorado Preservation, Inc. (CPI) award ceremony during the CPI annual conference because Friends of Crossan's received an award for what they have accomplished on the Crossan building, which has been on the CPI Endangered Places list. Preparations are under way for the Todd Mohr concert/auction in July.

4th of July Committee

President Yackey reported that the committee held its third meeting and the celebration continues to come together. President Yackey said that he had finished putting shelves in the storage shed and he thought that all of the 4th of July supplies would fit in it. The next committee meeting is June 22. Jeff Drust who has been helping Yampa Egeria Historical Society with tent put up/take down for the July 3 community picnic, as well as helping the 4th of July Committee, asked if anyone knew any group or individuals that might help with

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the tents as volunteers have decreased over the years. Eric Berry said he thought that the churches' youth group might be a possibility and that he would follow up on it.

MEETING REPORTS

Bear River Reservoir

Trustee Drust reported that water commissioner Andy Schaffner retired and Scott Hummer is the new water commissioner. Dana Miller is the dam inspector and says that issues with the dam are continuing. Testing and research is still being done to determine how best to fix the problems. John Redmond will probably go to the Yampa/White/Green Basin roundtable to request funding assistance to repair the dam. At this time, next year's assessment will remain the same, but there is the potential that an emergency meeting would need to be called if additional funding from the reservoir company itself is needed for the dam repairs. Election of directors was held and directors stayed the same.

Yampa/White/Green Basin Roundtable (YWGBR)

Trustee Drust reported that Craig Godbout, Colorado Water Conservation Board gave a presentation regarding the Surface Water Supply Initiative (SWSI) update. YWGBR members voiced concern at the lack of public input on the update. Mr. Godbout said they will be using technical platform review methods used in previous SWSI's. To expand the scope, they will use data compiled from Basin Implementation Plans (BIP) He also explained that the Technical Advisory Groups (TAGs) will be made up of people that are knowledgeable in the TAGs' specific area, with one representative from each Basin. District Water Engineer, Erin Light, spoke to the fact that the district is losing 4 of its 9 water commissioners and how that is being handled. A grant request from the John McConnell Math and Science Center in Grand Junction for \$15,000 as a part of overall funding was received. Students from the YWGBR will be able to visit and participate in all the Center will offer. The Maybell Ditch project was updated. The Crosho outlet replacement project should occur this summer.

Northwest Transportation Planning Region (NWTPR)

Clerk Ray passed around the paperwork received at the NWTPR meeting for town board to review. There was also a Highway 40 meeting immediately preceding the regular TPR meeting, which Clerk Ray attended and she passed that paperwork around as well. Clerk Ray pointed out that she is aware Yampa is not in the Highway 40 corridor, but projects on Highway 40 often affect Yampa and it is good to know what is happening.

SCHEDULE WORKSHOPS AND/OR SPECIAL MEETINGS

Workshops and/or special meetings will be held June 14, 21, and 28 as needed.

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BOARD MEMBERS AND AUDIENCE REQUESTS FOR AGENDA ITEMS FOR NEXT MEETING

Trustee Ashley asked where the Town is on the fencing at the infiltration gallery. Clerk Ray said Surveyor Skidge Moon needs to finish some survey work before the gallery is fenced. She will keep the town board informed.

READING OF CORRESPONDENCE AND REQUIRED ACTION IF ANY

Correspondence was circulated for review; none required action.

REVIEW FINANCIALS, METER READING REPORT AND APRIL INVOICES WITH COMPLETED VOUCHERS

The May financials were in the town board and audience packets for review. The May invoices with completed vouchers were available for review. The May meter reading report was circulated for review.

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

The Mayor 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 9:05 pm.

Thomas E. Yackey, Mayor

Janet L. Ray, Town Clerk

December 6, 2017