

Town of Yampa
August 7, 2019
Regular Meeting Minutes

TOWN OF YAMPA
AUGUST 7, 2019
YAMPA TOWN HALL – 101 MAIN STREET
CROSSAN BUILDING-2ND FLOOR

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

BOARD MEMBERS ABSENT: None

EMPLOYEES PRESENT: Town Clerk (Clerk), Assistant Town Clerk (AC) Kasey
O'Halloran, and Public Works Assistant (PWA) Greg
Samuelson

AUDIENCE PRESENT: Irene Avitia, Stephanie Martin and Sheila Symons

Call to Order

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

Roll Call

Board roll call was taken.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of Minutes

No minutes were ready for approval.

Audience participation – Non-agenda items

None

Audience participation – Scheduled items

Mobile Preschool Program presentation – Stephanie Martin - First Impressions and Irene Avitia, Integrated Community

Ms. Martin and Ms. Avitia were present to provide information regarding a potential new program for Routt County, a mobile preschool. It was explained that this program could potentially serve a sector of the community in Routt County that isn't currently using the preschool programs already offered. It is not their intention to compete with the existing preschools, but to offer an alternative to those families, who don't attend the existing preschools. The bus being offered for the mobile preschool would come through the Right on Mobile Education (ROME) program. Ms. Martin had previously sent an email with a link to a PBS program that showed how the mobile preschool worked and Clerk Ray had forwarded the email to the town board. However, most of the board had not had an opportunity to watch the PBS program so the board chose to wait until the September meeting to discuss or act on the request for the letter of support to give them time to watch the PBS program.

Old Business

Water system improvements update and consideration of any needed approvals including possible acceptance of transmission line construction bid (Note: Bids are scheduled to be opened at 10:00 am at CDC on Tuesday, August 6th so acceptance of the bid may need to be tabled to a special meeting)

The bid opening for the transmission line replacement was yesterday, August 6th and the bid results were at the trustees' seats and in the audience packet tonight. Bids were received from RCD Construction - \$806,754.96, Scott Contracting - \$859,627.34, Native Excavating - \$885,623.03, and United Companies – \$1,193,682.00. The bid was broken into four schedules – Schedules A, B, C, and D. It is anticipated that Schedules B, C, and D can be completed with the funds currently available to the town and are the segments where the most line breaks have occurred. Schedule A is the transmission line segment closest to the water treatment facility. At this time, the bidders' qualifications and references have not been checked, but Tim Maxwell, Civil Design Consultants (CDC) offered to do so on RCD Construction and Scott Contracting. It was determined that both the Town and CDC were familiar with Native Excavating's work and United Companies' bid was too high to consider. Following discussion, Trustee Lewis moved to table awarding the bid to a future date to be determined when the qualifications and references had been checked. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

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Barbara Palmer hired Attorney Michael Sawyer and he and town attorney, Bob Weiss, are working on the temporary construction agreement. Clerk Ray reminded the Town Board that the Town of Yampa is obligated to pay for Mr. Sawyer's work per the agreement.

Regarding the Third Street property, Clerk Ray said she received an email from David Watke, a Realty Specialist with the U. S. Forest Service, Steamboat Springs, Colorado, office that it is time to renew the Special Use Permit. Clerk Ray said she has not completed the renewal application yet, but will as soon as possible. A reminder that we have both water and sewer lines that cross the property.

Wastewater system improvements update and consideration of any needed approvals

Clerk Ray reported that there was a teleconference call on July 25, which included Michael Emming, Amy Zimmerman, and Randi Johnson-Hufford – Colorado Department of Public Health and Environment (CDPHE), Greg Winkler – Department of Local Affairs (DOLA), Mary Andre and Matt Mielke – CDC, and Kasey O'Halloran and Janet Ray – Town of Yampa to review the Yampa Wastewater Project and to see what lower cost options for ensuring compliance that there might be. CDPHE wants to approach the situation from a financial angle and they will send the Town a financial template to complete to determine what the Town might be able to afford in improvements that might help alleviate the ammonia violations. There is to be a follow up call in a month.

Clerk Ray said she has found no documentation on the sewer easement from the sewer plant to town, but is continuing to research it.

Donna Corrigan reported that she sent a purchase contract on the three acres adjoining the sewer plant to Bob Weiss that he has been unable to find in his email, but he is working on getting a copy and will review when he does have a copy.

Crossan's update

Clerk Ray reported that Trustees Lewis and Ashley reported a problem in the stairwell. The paint shows signs of sagging, which probably denotes a leaking roof. The one-year warranty on the second floor is up in October. Clerk Ray will contact contractor John Dobell and ask him to come assess the situation.

New Business

Consideration of letter of support for Mobile Preschool Program

Trustee Lewis moved to table consideration of a letter of support for the Mobile Preschool Program until the September 4, 2019 meeting. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

Ratification of participation in Renewable and Clean Energy Challenge Planning Grants and letters of support

Trustee Lewis moved to ratify participation in the Renewable and Clean Energy Challenge Planning Grants and to approve the letters of support for those grants. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

Consideration of thank you to Routt County for the Federal Lands Access Program (FLAP) grant assistance (tabled from 7/10/19 meeting)

Trustee Lewis moved to send a thank you to Routt County Commissioners Corrigan, Melton and Monger, Manager Sullivan, Public Works Director Dubois and Assistant Public Works Director Mordi for their assistance completing the Federal Lands Access Program (FLAP) grant application. Trustee McLaughlin seconded the motion and the motion passed unanimously on voice vote.

Public Works Department

PWA Samuelson reported that he is working on a valve in the sprinkler system at Yackey Park that needs repaired. There were cottonwood trees that blew over at the water treatment plant on Palmers side of the fence about 15 feet from the propane tank. They were cut up and taken to the infiltration gallery property for disposal at a later time. More needs done with the standing trees because if they fell, they could damage other equipment such as the electric panel, the generator and the bollards protecting the propane tank. Clerk Ray stated that she isn't sure what the Town's rights are regarding the trees on the Palmer property; she needs to discuss it with Attorney Weiss. She asked PWS Berry to take pictures, but she doesn't have them yet, she will share when she receives them. There were new parts put on the lawn mower so it would run. The picnic tables were picked up at the Antlers following the Todd Mohr concert and put back in the parks. PWA Samuelson reported that he understood PWS Berry was present for the water and sewer taps at 141 Rich Avenue for Brad Newton. PWA Samuelson reported that he will be undergoing hip replacement surgery no later than November and will be off work for an unknown amount of time. He will be out of town August 23 through 25, Trustee Lewis will assist PWS Berry during that time. The

International needs a battery so it is operational. Clerk Ray reported that she received a call from Val Kotter late this afternoon and that they will be in the area soon. She stated that we'll need direction from PWS Berry as to what sewer lines he was planning to have cleaned and tv'd. Mayor Symons asked what was happening with the dog waste stations in River and Yackey parks. They are installed and will need more bags soon, which Mayor Symons said he could get. PWA Samuelson said that something is needed to put them in as some have been left on the picnic tables. Buckets will be put in place to help alleviate the problem.

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

Code violations

Regarding the property clean up at Montgomery's trailer park, Clerk Ray asked if the Town Board was satisfied. The answer being yes. Regarding the property clean up at Clinton Cole's, Clerk Ray reported that property owner, Mark Huffstetler, is working with an attorney to get Clinton Cole's cleaned up. The attorney asked Mr. Huffstetler for current pictures, which Clerk Ray has, but they have not been sent to Mr. Huffstetler. Clerk Ray wanted the Town Board to know that Mr. Huffstetler is willing to work with the Town regarding cleanup of the trailer park. The Town Board was satisfied with that. Trustee Ashley asked Clerk Ray if there was any new information about the lot south of Bill Ager's shop regarding ownership and responsibility for cleanup. Clerk Ray has not had time to research the issue.

Ongoing work

The Conservation Trust Fund report that was filed the end of March was accepted by the state on July 24, 2019. Clerk Ray had communicated again with John Salazar about the old town hall roof repairs and Mr. Salazar said he would be in touch in a few weeks. Clerk Ray heard from Abby Slingsby that the Tour de Steamboat went very well again this year. Clerk Ray said she had heard nothing further on a possible request for annexation of the Cordova trailer park property. Research continues on a new heating system for the old town hall/emergency services building. The water and the wastewater eligibility surveys were completed and accepted by CDPHE June 19, 2019. The Town must remain on the eligibility lists to apply for grants and/or loans through the state revolving fund.

Reports of Committees

None

Meeting Reports

South Routt Economic Development Council (SREDC)

Mayor Symons was unable to attend the meeting so no report was given.

CDOT at Routt County presentation

Clerk Ray reported on the Routt County Commissioners meeting that Colorado Department of Transportation (CDOT) representatives attended to update the commissioners on projects happening in Routt County and to ask what improvements the commissioners saw as needing addressed. Highway 131 was mentioned as always for shoulder widening. It was noted at that meeting that long time Transportation Commission board member, Kathy Connell's term was expiring and she was not reappointed by the current governor's administration.

Routt County Building Department Oversight Committee

Clerk Ray apologized for requesting the workshop on July 31st to review the amendments to the building code. Clerk Ray had the proposed amendments, but not a redlined version to the current code for comparison. She had thought that the Town Board needed to consider adopting the amendments prior to the September regular meeting, but found out that the September meeting would be soon enough. She now has a redlined version of the code for comparison purposes and will reschedule a workshop to review the amendment.

Schedule Workshops and/or Special Meetings

A special meeting was scheduled for August 14, 2019 to award the transmission line construction. No other workshops or special meetings were scheduled at this time, but Mayor Symons can schedule as needed.

Members and audience requests for agenda items for next meeting

None

Reading of Correspondence and required action if any

A thank you from Connie Wyatt and family was read offering congratulations on the July 4th celebration. Other correspondence was circulated; none needed action by the Town Board.

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

July financials were in town board and audience packets for review. The June meter reading report had not been available at the July meeting and could not be recreated after the July report was prepared for review at this meeting. The July meter reading report and July 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 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 Ashley seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 8:57 pm.

Robert A. Symons, Mayor

Attest:

Janet L. Ray, Town Clerk

December 4, 2019