

**TOWN OF YAMPA  
REGULAR MEETING MINUTES  
AUGUST 2, 2023 – 6:00 pm**

**BOARD MEMBERS PRESENT:** Mayor Geilert, Trustee Lewis, Trustee Geanious, Trustee Williams and Trustee Cave

**EMPLOYEES PRESENT:** Clerk/Administrator Sheila Symons, Treasurer/Planner Mary Alice Page-Allen

**AUDIENCE PRESENT:** Janet Ray, Ken & Cindy Montgomery, Diane Mahoney, Aaron Symons, Doug Sprowls (USPS), Joe Edwards, Sue Walker, Tillie Price, Carl Ray, Via Zoom Mario Trimble (Bond Council), Mattie Prodanovic (Hilltop Securities) and Jason Simmons (Hilltop Securities)

**1. Call to Order**

\*Mayor Geilert called the meeting to order at 6:00 pm

\*The Pledge of Allegiance was recited

\*Roll call was taken

**2. Audience Participation (5 minutes)**

Ken Montgomery asked how the Franchise fee monies from YVEA were used.

Treasurer/Planner Page-Allen replied that it would be investigated. It was also advised that YVEA will be at Town Hall the following day. He advised he will be going to ask them.

**3. Ordinance 2023-02 – November 7, 2023 Election – Sales & Use Tax Rate Increase**

Treasurer/Planner Page-Allen introduced Mario Trimble to explain the 1<sup>st</sup> ballot question to be included in the combined election with Routt County. There will need to be a passing of an ordinance stating the ballot questions for November 7. The first question would be the tax question and the second being the debt question. Both are related to the Town's wastewater collection and treatment improvement process. There also must be no more than \$160,000 collected, from this tax increase in the 1<sup>st</sup> fiscal year of the tax being in place. If the sales tax collection is over \$160,000 in the 1<sup>st</sup> fiscal year, there would be a refund situation. Since there is no way to know all the people that contributed to the sales tax the "refund" would go to the town to be used for a community event for example. After the 1<sup>st</sup> year, there is no longer a minimum. This is to prepare the Tabor Notice that is required. The goal is to ensure that the Town has the ability to repay any obligations that are rendered by the Town for the purpose of affecting capital improvements to the Wastewater System. It specifically states that the sales tax increase can go to capital improvements for water or wastewater but not go to operations or maintenance expenses. After the loan is paid off in 40 years, the additional tax collection can be used for water/sewer improvements, as long as there is not another debt being placed on the additional capital improvements. Mario commended Treasurer Page-Allen for her excellent work to help make his job a bit easier.

Treasurer/Planner Page-Allen introduced Mattie Prodanovic to explain the debt side of the ballot question. From a big-picture perspective when working on a ballot question for the issuance of debt, there is flexibility built in to assist with any changes that could happen, understanding things could change in the market before the debt is issued. There would be an initial transaction of a construction loan that later would be refinanced into a USDA loan (40 Year loan with a very competitive interest rate). The figures produced were from the 2021 tax amounts collected.

**a. Public Hearing on Ordinance 2023-02 – An Ordinance of the Town of Yampa, Colorado Calling An Election on November 7, 2023, and Certifying Ballot Issues to Authorize (I) A Sales and Use Tax Rate Increase and (II) The Issuance of Revenue Bonds or Other Indebtedness to Finance Capital Improvements; Setting the Ballot Titles and Content for the Ballot Issues; Providing the Effective Date of the Ordinance; Setting Forth Details in Relation Thereto; And Declaring An Emergency.**

Mayor Geilert opened the public hearing. It was asked if the question would be clear that this tax increase would only be good for water and sewer capital improvements. It was advised the specific question that will be shown on the ballot in November. Another question was if the Town was able to pay off the loan earlier than the 40-year not, would that be allowed? It was answered with yes. The public hearing was closed.

**b. Consideration for approval and authorization to sign Ordinance 2023-02, An Ordinance of the Town of Yampa, Colorado Calling An Election on November 7, 2023, and Certifying Ballot Issues to Authorize (I) A Sales and Use Tax Rate Increase and (II) The Issuance of Revenue Bonds or Other Indebtedness to Finance Capital Improvements; Setting the Ballot Titles and Content for the Ballot Issues; Providing the Effective Date of This Ordinance; Setting Forth Details in Relation Thereto; and Declaring An Emergency**

**Motion**

Trustee Lewis made a motion to approve for approval and authorization to sign Ordinance 2023-02, An Ordinance of the Town of Yampa, Colorado Calling An Election on November 7, 2023, and Certifying Ballot Issues to Authorize (I) A Sales and Use Tax Rate Increase and (II) The Issuance of Revenue Bonds or Other Indebtedness to Finance Capital Improvements; Setting the Ballot Titles and Content for the Ballot Issues; Providing the Effective Date of This Ordinance; Setting Forth Details in Relation Thereto; and Declaring An Emergency. Trustee Geanious seconded the motion. The motion passed unanimously.

**4. Intergovernmental Agreement – Routt County & Routt County Clerk & Recorder**

Consideration for approval and authorization to sign an Intergovernmental Agreement by and between Routt County and Routt County Clerk & Recorder and the Town of Yampa concerning the conduct of the coordinated election to be held on November 7, 2023

Treasurer Page-Allen advised there could be slight changes after the Routt County Attorney reviews it. However, it is Routt County’s template, so there shouldn’t be too many changes. Any substantial changes will be brought about to the Town Board.

**Motion**

Trustee Lewis made a motion to approve to authorize to sign an Intergovernmental Agreement by and between Routt County and Routt County Clerk & Recorder and the Town of Yampa concerning the conduct of the coordinated election to be held on November 7, 2023. Trustee Geanious seconded the motion and the motion passed unanimously.

**5. Post Office Temporary Use of Royal Hotel Site for Cluster Box Units – Postmaster Doug Sprowls**

Discussion, consent, and direction to staff on the Postal Service’s temporary use of the Royal Hotel site, 125 Moffat Avenue, for the locating of 27 Cluster Box Units(CBU) and their use beginning February 2024

Discussions were had to advise that the plan is for this to be a temporary situation. The goal is for the USPS to keep working with the Tussey’s to hopefully obtain an agreement for a modular building. The Town Board directed staff to move forward on the project to have the CBUs at the Royal Hotel site.

**Motion**

Trustee Cave made a motion to authorize giving consent to the use of 125 Moffat Ave (Royal Hotel Site) for the installation and locating of CBUs by the Postal Service and direct staff to undertake the necessary conditional use permitting process. Trustee Geanious seconded the motion. The motion passed with a Roll Call Vote was taken – Mayor Geilert, Trustee Williams, Cave, Geanious, and Lewis all voted yes.

**6. Consent Agenda (5 Minutes)**

- a. Approval of June 7, 2023, and July 12, 2023 Meeting Minutes
- b. Approval of Letter of Support for the Associated Governments of Northwest Colorado’s grant application on the Northwest Colorado Energy Initiative
- c. Approval of June 2023 Payment Approval Report

**Motion**

Trustee Lewis made a motion to approve the consent agenda as presented. Trustee Geanious seconded the motion and the motion passed unanimously.

**7. Staff and Board Member Reports/Updates (20 Minutes)**

- a. Committee and meeting reports from Staff and Board Members
- b. Town Administrator/Clerk and Staff Reports

**8. Scheduled Meetings/Work Sessions (5 Minutes)**


- a. August 16th – Budget Work Session
- b. September 6th – Regular Town Board Meeting

**9. Adjournment**

**Motion**

Trustee Lewis made a motion to adjourn. Trustee Geanious seconded the motion to adjourn at 7:12pm.

Approved the 6th day of September, 2023.

  
Stacey Geilert, Mayor

Attest:

  
Sheila Symons, Town Administrator/Clerk