

## RECORD OF PROCEEDINGS

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TOWN OF YAMPA  
APRIL 6, 2016  
YAMPA TOWN HALL

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

BOARD MEMBERS ABSENT: None

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

AUDIENCE PRESENT: Michael French, Stephanie Martin and Mike Sidinger

### 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 September 2, 2015, September 23, 2015 special meeting, October 7, 2015, November 4, 2015, December 2, 2015 and December 9, 2015 special meeting minutes

Trustee Lewis moved to approve the September 2, 2015, September 23, 2015 special meeting, October 7, 2015, November 4, 2015, December 2, 2015 and December 9, 2015 special meeting 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

#### Month of the Young Child presentation

Stephanie Martin with First Impressions gave a presentation regarding the Month of the Young Child and pointed out how glad they were the preschool opened here in Yampa.

#### Consideration of Proclamation

Trustee Lewis moved that the proclamation recognizing April 2016 as the Month of the Young Child in Yampa, Colorado be adopted. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

#### Child Abuse Prevention Month presentation

Mike Sidinger with Routt County Department of Human Services gave a presentation on child abuse and child abuse prevention through the years. Mr. Sidinger passed around information on becoming a foster parent and explained that there is a meeting on April 13 to learn more about the process.

#### Consideration of Proclamation

Trustee Lewis moved that the proclamation recognizing April as Child Abuse Prevention Month in Yampa, Colorado be adopted. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

### OLD BUSINESS

#### Treatment plant improvements and additional water storage tank update and consideration of any needed changes or approvals – pay request #8 at Board seats

Clerk Ray stated that Duckels pay request #8 was at town board seats for review. Following review and discussion, Trustee Lewis moved that Duckels pay request #8 be approved. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote. PWS Berry reported on the testing of the surface water pumps and confirmed that everything ran well. The surface water pump controls are a little confusing and there will be discussion with the installers, Browns Hill, about the various aspects of the controls. There may be bollards put around the propane tank location to keep equipment, etc. away from the tank. Clerk Ray reported that there have been no construction or jobsite meetings since the March town board meeting. The substantial completion certificate was re-signed on March 3. PWS Berry reported that John Nemcik, Colorado Department of Public Health and Environment (CDPHE) engineer, visited the Water Treatment Facility on March 3 to do the Disinfection Outreach and Verification Effort (DOVE) physical inspection. The paperwork was done

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previously. Mayor Yackey asked PWS Berry if the computer that had been in the ambulance office had been moved and PWS Berry confirmed it had and that it is in the Town Clerk/PWS office. Regarding the infiltration gallery property, Clerk Ray reported that the invoice for the condemnation appraisal was received from Valuation Consultants, in the amount of \$4,250. The Clerk received the draft of the Notice of Intent to Acquire from Attorney Weiss and reviewed it. Once condemnation attorney, Don Ostrander reviews it as well, it will be sent to Mr. George and Ms. Nelson. Clerk Ray says she is still waiting for the next revision of the Palmer easement agreement from Attorney Weiss.

### Wastewater system improvements update and consideration of any needed changes or approvals

Clerk Ray reported that she and Randy Sackett, Civil Design Consultants (CDC) had a teleconference on March 22 with CDPHE Small Community Grants personnel to review the scope of work and budget. At the end of the call, Mr. Sackett wanted to study the project time line a little more to make sure the work can be done within the time frame the Town and CDC commits to for the project and also verify that funding does not need to be reallocated between line items. He'll get answers back to CDPHE and then the Town should receive the paperwork to sign. After the Town signs the paperwork and it circulates to the various CDPHE departments and the Town gets the fully executed copy back, the work that the grant will pay for can begin.

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

The last teleconference was March 3 with state, county, and town representatives. Commissioner Corrigan reported that Routt County purchased the fencing that surrounds the property so it can be in place long term without continuing to extend and pay for the lease. Laura Shumpert – CDPHE air pollution division reported that Nicole Ager had called CDPHE to inquire about their options for clean up. Ms. Shumpert said that she and Mrs. Ager played a lot of telephone tag with messages left, but no direct conversation. Ms. Shumpert said she did mail Agers some information about clean-up. Scott Cowman – Routt County Environmental Health reported that he had called and left message for Bill Ager, but also had not had a direct conversation at this time. The State Attorney General's office is drafting the cease & desist order. Attorney Weiss reported what he had discovered from attorneys for the foreclosing agency about insurance. He believes there may possibly be more to be learned from the policy itself. He asked if state representatives on this call could ask state Insurance Commissioner what avenues there may be for town/county/state to get a copy of the policy. Laura Mahew, Colorado Attorney General's office, said she would see what she could find out and let Attorney Weiss know. We are back to asking Mr. Ager for insurance information, which Mayor Yackey will do. The next teleconference is scheduled for April 25, 2016.

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### REVIEW FINANCIALS (IN PACKET), MARCH METER READING REPORT AND MARCH INVOICES/VOUCHERS

The March financials were in the town board and audience packets for review. There were no questions. March invoices with completed vouchers and the March meter reading report 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 – OUTGOING BOARD

The Mayor asked for further business, hearing none he called for adjournment of the outgoing board. Trustee Estes moved to adjourn, Trustee Ashley seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 7:47 pm.

### OATH OF OFFICE – INCOMING BOARD

Clerk Ray administered the oath of office to Mayor Yackey and then to Trustees Ashley, Drust, and French.

### CALL TO ORDER

Mayor Yackey called the meeting to order at 7:52 pm.

### ROLL CALL

Board roll call was taken.

### NEW BUSINESS

#### Consideration of renewal of Little Beaver's Liquor, Inc. DBA Yampa Liquors retail liquor store liquor license

Clerk Ray reported that the renewal paperwork is in order, there have been no violations that the Clerk is aware of and the fees have been paid. Trustee Lewis moved to approve the renewal of Little Beaver's Liquor, Inc., DBA Yampa Liquors retail liquor store liquor license. Trustee Drust seconded the motion and the motion passed unanimously on the following roll call vote: Lewis – yes, Yackey – yes, Ashley – yes Drust – yes, and French – yes.

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### Consideration of renewal of Ken L. Montgomery DBA Montgomery's General Merchandise 3.2% beer (Off Premises) liquor license

Clerk Ray reported that the renewal paperwork is in order, there have been no violations that the Clerk is aware of and the fees have been paid. Trustee Lewis moved to approve the renewal of Ken L. Montgomery DBA Montgomery's General Merchandise's 3.2% beer retail (off premises) liquor license. Trustee Ashley seconded the motion and the motion passed on the following roll call vote: Yackey – yes, Ashley – yes, Drust – yes, French – yes, and Lewis – yes.

### Consideration of approval and signing of agreement between Historic Routt County (HRC) and Town of Yampa for execution of State Historic Fund (SHF) grant for Project #2015-02-035 – Rehabilitation of Crossan's M & A Market

Clerk Ray explained that there were changes on 2 pages of the agreement between the time the board packets were distributed and this meeting. Page 2, Section 2.05 – Payments - a sentence was added to the end of the paragraph, which reads – *The Owner shall not be required to expend its own funds to pay for any portion of the work for which Grant and corresponding matching funds are not available.* Page 6, Section 9.01 Work and Quality of Work Required – *and Owner* was added to the first sentence and now reads – The Grant Recipient and Owner shall cause all work necessary to complete the Project to be completed in accordance with the Contract and at a cost not exceeding the Project Budget attached to the Contract, unless the work is not consistent with nor reasonably inferable from the Construction Documents, but in no event shall the cost of the Project exceed the Project budget unless the Owner agrees to such additional cost in advance in writing. Also on Page 6, Section 9.04 – Burden on Owner to Prove Compliance – *and Owner* was added to the sentence and now reads - The Grant Recipient and Owner shall be solely responsible for proving that all materials used and work performed under the Contract Documents meet or exceed the requirements of the Contract Documents. Clerk Ray noted that the changes are already incorporated into the document the Mayor will sign if the agreement is approved. Trustee Lewis moved to approve and sign the agreement between Historic Routt County (HRC) and Town of Yampa for execution of State Historic Fund (SHF) grant for Project #2015-02-035 – Rehabilitation of Crossan's M & A Market. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

### Discussion and consideration of Historic Routt County (HRC) membership

Clerk Ray explained that HRC requests that any of the organizations they partner with on projects be members of HRC. Clerk Ray said that if the Town Board feels they are getting the benefit of the membership, they can consider paying for the membership. She said that otherwise, she would speak with Friends of Crossan's about it. Trustee Lewis moved to have the Town of Yampa become a member of HRC at the \$35 level. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

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### Consideration of approval and signing of Owner Permission letter for SHF grant for Project #2015-02- 035 – Rehabilitation of Crossan's M & A Market

Clerk Ray reported that Meg Tully with HRC requested this letter so it was prepared for the meeting; however, Ms. Tully learned from SHF that the letter is not required so the Town Board does not have to act on the request.

### Consideration of contribution of up to \$150 to Tour de Steamboat for sponsorship opportunity

Clerk Ray explained that Meg Tully with HRC brought forth the opportunity to serve as a sponsor with HRC for the 2016 Tour de Steamboat bicycle event. There may be other local organizations that sponsor with HRC and the Town, but that is not known yet. The lowest level of sponsorship is \$300 so if just HRC and Town of Yampa sponsor the Town's portion will be \$150. Trustee Lewis moved that Town of Yampa should join HRC in sponsoring the 2016 Tour de Steamboat at a cost up to \$150. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

### Presentation of Wayfinding signage options

Clerk Ray reported that the students from Colorado Center for Community Development (CCCD) presented the options for the wayfinding signage at a meeting on April 1. There were seven people in attendance for the presentation. Comments can be made through April 19 regarding preferred options. There will be a paragraph in the newsletter and posters at the post office and other businesses, encouraging people to review the options and provide feedback to the students so they can finalize the plan. Clerk Ray gave the town board a copy of the town's sign code so they can look at the wayfinding signage options as the options may fit with the Town's sign code.

### Preliminary report on Rabies Vaccination Clinic

Clerk Ray reported that the rabies vaccination clinic is scheduled for Saturday, April 30, 11:00 to 2:00 pm in the town shop with Dr. Colburn and his helpers. Clerk Ray said the information will be included in the newsletter and posters at the post office and other businesses. If Public Works has time, the notices posted at residences on Friday just prior to the clinic seems to contribute to the turn out for the clinic.

## PUBLIC WORKS DEPARTMENT

### Nutrient Testing Results

The results were in the town board and audience packet.

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### Routt County Multi-Hazard Mitigation Plan meeting report

PWS Berry said that the meeting was not well attended, but they did do some work on the plan. He said that the tables in the plan need updated with current information. They reviewed the list of projects that the various entities had previously submitted and went over what projects were done and which ones were not. No one added any new projects. Progress reports on the listed projects by the agencies in attendance were given.

### On going work

Trustee Lewis asked about the aeration and the replacement aerator motor. PWS Berry said that the aerator is working. He has not ordered the replacement motor yet, but will do so as soon as possible. PWS Berry said he had been working on the monitoring plan, as well as an operations plan. Greg has been pushing snow back to help dry out the streets. PWS Berry said that he is hopeful of getting coal at the end of spring or this summer, but that he doesn't feel it is looking promising.

### 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.

#### On going business

Clerk Ray said that most of her time was spent on completing 2015 town board meeting minutes and work on the election.

### REPORTS OF COMMITTEES

#### Friends of Crossan's (FOC)

FOC President Jeff Drust reported that Todd Mohr of Big Head Todd and the Monsters will be giving an acoustic concert in conjunction with the Crossan's auction in July and that people are still working on grant requirements so actual construction can begin again on the Crossan building.

#### 4<sup>th</sup> of July Committee

Committee Chair, Tom Yackey, reported that the first meeting was held, with fairly good attendance. The 2016 parade theme is: HEROES ARE FOREVER. The next meeting will be April 28 and more volunteers are always welcome.

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MEETING REPORTS

Yampa/White/Green Basin Roundtable

Trustee Drust reported on the March 9<sup>th</sup> meeting. Reed Kelley was appointed as an At-Large Representative and Rich Thompson was appointed as the new Industrial Representative to the roundtable. Committee reports were given. Caroline Bradford presented findings from the Highland Ditch project (Upper White River) regarding building and tearing down “push-up” dams every year. It was noted that the findings were contrary to what was believed before the project started and the roundtable appreciated hearing the project results. The second reading of the Educational Outreach Grant Application was held and approved for funding. It was reported that Jay Gallagher was reappointed as the Colorado Water Conservation Board representative.

SCHEDULE WORKSHOPS AND/OR SPECIAL MEETINGS

No workshops or special meetings were scheduled.

BOARD MEMBERS AND AUDIENCE REQUESTS FOR AGENDA ITEMS FOR NEXT MEETING

None

READING OF CORRESPONDENCE AND REQUIRED ACTION IF ANY

Correspondence was circulated. None required action.

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 9:07 pm.

  
Thomas E. Yackey, Mayor

  
Janet L. Ray, Town Clerk

September 7, 2016