

**RECORD OF PROCEEDINGS**

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TOWN OF YAMPA  
AUGUST 3, 2016  
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

AUDIENŒE PRESENT: Ken Montgomery

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 March 2, 2016 regular meeting and March 16, 2016 special meeting minutes

Trustee Lewis moved to approve the March 2, 2016 regular meeting minutes and March 16, 2016 special meeting minutes. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

AUDIENŒE PARTICIPATION – NON-AGENDA ITEMS

None

AUDIENŒE PARTICIPATION – SCHEDULED ITEMS

None

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### OLD BUSINESS

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

A project update provided by Civil Design Consultants (CDC) and minutes from the July 19 construction meeting were in board and audience packets for review. Town attorney Bob Weiss received a call from Bobby George's attorney Michael Sawyer on August 2 saying that they expect to counter with a "reasonable" cash offer next week on the infiltration gallery property. The Town received Dr. Hamlin's verbal and emailed approval for the utility easement change at the Antlers property. Surveyor Skidge Moon prepared a legal description for the revised easement and Attorney Weiss needs to prepare the document(s) for Dr. Hamlin to sign. Randi Johnson-Hufford, Colorado Department of Public Health and Environment (CDPHE) inspected the water treatment facility and water storage tank yesterday and she seemed satisfied with the progress of the project. Randy Sackett and Clerk Ray met with Ms. Johnson-Hufford while she was here, regarding shifting some of the funds from the small communities grant for the pre-treatment and transmission line work to completing the water treatment facilities and water storage tank portion of the project. Ms. Johnson-Hufford will look into the possibility. Sometime after August 8, Randy Sackett would like to meet with the Town Board to review what the surface water turbidity data means in terms of operational considerations for the water treatment plant and the project budget for both the proposed pre-treatment facilities and the water transmission main replacement components. The pre-treatment building and facilities design is pretty much at a standstill until Mr. Sackett can meet with the Town Board. Mr. Sackett said that regarding the access road, the design is about 90% complete and waiting for his review. He noted that he would be preparing exhibits for the Palmers' review and still believes this should be the next step, if the Town agrees, before finalizing the design. It was noted that the easement agreements with the Palmers are still not executed. Trustee Lewis moved to approve Duckels' pay request #12, Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

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

Clerk Ray reported that there is a lengthy pre-qualification form that is required. PWS Berry and Deputy Clerk Phillips have contributed most of the town's information and Randy Sackett is doing most of the engineering sections of the form. It was due July 31, but we requested a few extra days to get it submitted and Randi Johnson-Hufford allowed that.

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

Clerk Ray reported that per Commissioner Corrigan, the county requested a waiver allowing for an open air clean up for the Royal Hotel site, but Clerk Ray said she did not think it had been approved yet. There is a conference call scheduled for Friday, August 5<sup>th</sup> with

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representatives from Colorado Attorney General's office, CDPHE, Routt County and Town of Yampa. There may be more information available following that call.

### Saturday, July 23, 2016 Tour de Steamboat bicycle race report

Trustee French reported that overall he thought the event went well. He spent time at the Moffat/RCR 7 intersection because riders were turning to go up 7 rather than coming to the aid station located at Mrs. Meadows lot next to Montgomery's General Merchandise. Various comments from different people for next year include the fact that we need more volunteers, better navigation signage at several locations, the red paint on the highway did not show up well, bicyclists did not stop at the stop sign at the west end of Moffat, but rather swung out into Main Street and crossed Main Street to come to the aid station as if they expected no south bound traffic. (It was noted that there was not much vehicle traffic, but it could have caused real problems had there been a lot of traffic). Clerk Ray reported that Steve Williams, one of the organizers of the event, told her that the Yampa aid station was one of the most popular and fun for the riders and that both bicyclists and the organizers hope Yampa will want to be included next year. It was noted that no major complaints were received and for now, it appears to be something that would be good to continue.

### NEW BUSINESS

#### Consideration of approval of placing an 8 ft by 14 ft or other appropriately sized storage shed within the fenced area between the town shop & town hall/fire station (tabled from July 6<sup>th</sup> meeting due to probable change in shed size)

Trustee Lewis moved to approve placing an 8 ft by 14 ft storage shed within the fenced area between the town shop and town hall/fire station. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

#### Consideration of contributing to cost of hunters' dumpster for 2016 hunting season

Ken Montgomery was present to ask if the town would contribute to the hunters' dumpster for 2016. SRC Recycle and Refuse will service the trailer and it will be the same location at the Van Camp cabins. There will probably be around 12 businesses and individuals sharing the cost, so the price should be approximately \$80 each. Trustee Lewis moved to have the town contribute to the cost of the dumpster at approximately \$80 dependent on the number of other contributors, with the Town's share not to exceed \$250. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

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### Consideration of thank you to Routt County Board of County Commissioners for Irrevocable Letter of Financial Guarantee for the Crossan Project

Trustee Lewis moved to send the Routt County Board of County Commissioners a thank you for the Irrevocable Letter of Financial Guarantee in support of the Crossan project. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

### Consideration of thank you to Evelyn Kennedy for Deed of Dedication – North town entrance sign property

Trustee Lewis moved to send a thank you to Evelyn Kennedy for the Deed of Dedication for the north town entrance sign property. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

## PUBLIC WORKS DEPARTMENT

### Wastewater nutrient testing results

The wastewater nutrient testing results were in the board and audience packets. Trustee Ashley commented that some of the 2016 results are higher than 2015 and asked if there was an explanation. PWS Berry said that perhaps it had been a little colder, but he really did not have an explanation.

### Water line repairs at Yampa Bible Church

PWS Berry said that there was a leak in the church water line on the east side of the building. They were able to get it replaced without encountering any problems.

### PWS Berry's Vacation request – September 6 through 12, 2016

Trustee Lewis moved to approve PWS Berry's vacation request for September 6 through 12, 2016. Trustee Drust seconded the motion and the motion passed unanimously on voice vote. It was noted that PWA Samuelson is aware of the vacation request and is available to work additional hours if needed during that time period.

### On going work

PWS Berry reported that PWA Samuelson has been grading streets and cutting grass. They have been putting things away and cleaning up following the 4<sup>th</sup> of July celebration. PWS Berry said he assisted with the Crossan's Market auction and concert. He has been doing the required written response that is due August 8<sup>th</sup> for the sanitary survey, which he will have Mayor Yackey review before submitting. Upcoming work might include both a sewer repair and water repair next month. He said he is still working on the monitoring plan and has one

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more item to discuss with Bob Pohl at CDPHE before he can finish the draft. He will have Mayor Yackey review the draft before it is submitted to CDPHE.

### 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 passed around the completed wayfinding signage plan. The payment for the plan is in the payables tonight, which should close out the project. Clerk Ray said she would ask Donna Corrigan and Noreen Moore of Friends of Gateway Yampa to call a meeting so they could discuss ideas for the beautification plan. Clerk Ray can then pass those ideas on to Chris Endreson at the University of Colorado Denver so Mr. Endreson could prepare a scope of work and memorandum of understanding for the preparation of the beautification plan. Both the water and wastewater Small Communities Grants' quarterly reports were completed and submitted July 20, 2016. The 2017 drinking water and wastewater eligibility surveys were submitted July 26, 2016. Clerk Ray said she continues working with the new people at Yampa Sinclair on the transfer of ownership of the 3.2% beer license for the gas station. The draft audit has been received, but not yet reviewed. Clerk Ray said she is working on a couple of possible zoning issues, very preliminary at this time. The Potential Fraud Risk Factors information was in the town board and audience packets for review. There was no action needed.

### REPORTS OF COMMITTEES

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

FOC President Jeff Drust reported that there is both construction and deconstruction happening at the Crossan building. The Todd Mohr concert and auction were a big success and there were no problems; it went very well.

### MEETING REPORTS

#### Yampa/White/Green (YWG) Basin Roundtable report

Trustee Jeff Drust reported on the July 13 meeting. Two roundtable project grants were reaffirmed, the YWG Hydrologic Modeling and the Education Outreach Program. The Maybell Irrigation District's grant request was approved. U.S. Fish & Wildlife presented on the development of an endangered fish management plan for the White River in Colorado

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and Utah. An update was given on the hydrologic modeling effort. Upper Yampa Water Conservancy District gave a final report on a grant used for modeling to support the District's water rights master plan. There was more work on the bylaws.

### Museum & Heritage Fund Advisory Board report

Trustee Michael Lewis's report was available at the town board's seats and for the audience to review. There were no questions.

### Routt County Building Department Oversight Committee

Clerk Ray reported that Chief Building Official Grush is still focused on the new code being effective January 1, 2017, which would mean adoption before the first of the year. Clerk Ray passed around the handouts that were used at the meeting for town board and audience review.

### Northwest Colorado Transportation Planning Region (NWTPR)

Clerk Ray reported on the NWTPR meeting and she passed around the handouts that were used at the meeting for town board and audience review.

### SCHEDULE WORKSHOPS AND/OR SPECIAL MEETINGS

No workshops or special meetings were scheduled at this time. Mayor Yackey will schedule if either is needed.

### BOARD MEMBERS AND AUDIENCE REQUESTS FOR AGENDA ITEMS FOR NEXT MEETING

None

### READING OF CORRESPONDENCE AND REQUIRED ACTION IF ANY

Correspondence was circulated for review; none required action..

### REVIEW JULY FINANCIALS, METER READING REPORT AND INVOICES WITH COMPLETED VOUCHERS

The July financials were in the town board and audience packets for review. There were no questions. July invoices with completed vouchers and the July meter reading report were circulated for review.

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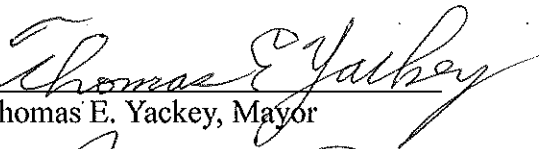
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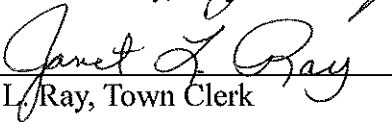
READING AND PAYMENT OF BILLS

Clerk Ray read the bills. Trustee Lewis moved to pay the bills, Trustee French 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 8:56 pm.

  
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Thomas E. Yackey, Mayor

  
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Janet L. Ray, Town Clerk

January 4, 2017