

Town of Yampa  
Town Board Regular Meeting Minutes  
August 4, 2021

**TOWN OF YAMPA  
REGULAR MEETING MINUTES  
AUGUST 4, 2021  
6:30 P.M.**

Meetings and Workshops are now hybrid, meaning they can be attended virtually or in person

Town of Yampa Town Board Regular Meeting Agenda

Wed, Aug 4, 2021 6:30 PM (MDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/585702669>

You can also dial in using your phone.

United States (Toll Free): 1 866 899 4679

United States: +1 (571) 317-3116

Access Code: 585-702-669

BOARD MEMBERS PRESENT:

Mayor Jeff Drust, Mayor Pro-Tem Mike Lewis, Trustee Stacey Geilert, Trustee Michael Geaniotis, and Trustee Crystal McLaughlin

BOARD MEMBERS ABSENT:

None

EMPLOYEES PRESENT:

Town Clerk (Clerk) Sheila Symons, Deputy Clerk (DC) Nora Phillips, Public Works Road and Bridge (PWRB) Greg Samuelson, Public Works Water and Wastewater (PWWW) Ben Mitchell

AUDIENCE PRESENT:

Mary Alice Page-Allen, Brad Wheeler, Gene Sanders, Jonathan and Melanie Cave, Michael French, Jan Synchych, Ken Montgomery, Tim Corrigan, Aaron Symons, Donna Corrigan

- **Call to Order**
  - *Minutes for Planning Commission meeting were approved prior*
  - Mayor Drust called the meeting to order at 630p
- **Roll Call**
  - Roll Call was taken
- **Pledge of Allegiance**
  - The Pledge of Allegiance was recited
- **Approval of Minutes**
  - Consideration of approval of July 15, 2020 meeting minutes, August 5, 2020 meeting minutes, August 25, 2020 special meeting minutes and September 2, 2020 meeting minutes, September 9, 2020 special meeting minutes (in packet)

All minutes were approved. Trustee Lewis made a motion to approve the July 15, August 5, August 25, September 2 and September 9, 2020 meeting minutes. Trustee Geilert seconded the motion. The motion passed on unanimous voice vote.

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- **Audience Participation – non agenda items**  
Five-minute time limit – presentation only - Board will render no decisions

None

- **Audience Participation – scheduled items**
  - Discussion with Commissioner Tim Corrigan regarding the transfer of the Royal Hotel land from county to the Town of Yampa. (15 minutes)
    - Questions for Commissioner Corrigan from public or Town Board on other topics

Commissioner Corrigan advised that the County is wanting to give the Royal Hotel lot back to Yampa with no restrictions. This will be done as a Quit Claim Deed. Asbestos and the rest of the property has been deemed safe and ready to be bought and built on. There will be a Resolution needed and at the next meeting to be signed. Water and Sewer taps are still intact.

- **Brad Wheeler – Public Hearing – Rezone from R-1A to R-2**  
Minutes for Planning Commission have been approved prior.

Public hearing to review and consider approval of the recommendation of the Planning Commission and any additional public comment on an application for a rezone from Residential One "A" District – General Residential (R-1A) to Multiple Family Residential District (R-2) on a property located at 161 & 167 E First Street, Yampa

**Recess**

Town of Yampa Board of Adjustment Meeting Agenda

1. **Call to Order – Board of Adjustment**  
Minutes for Board of Adjustment meeting have been approved prior.
2. **Roll Call**
3. **Brad Wheeler – Public Hearing - Exception Request – Lot Area**  
Public hearing to review and consider approval of a request for an exception from the land area requirement of 12,000 sq. ft. to locate a residential duplex on a 11,086 sq. ft. parcel located at 161 & 167 E First Street, Yampa in the R-2 zone district. (10 minutes)
4. **Adjournment**

**Reconvene and Call to Order – Board of Trustees**

- **Old Business**
- **Regional Solar Planning for Peak Power Shaving and Net Metering (old town hall/EMS building and wastewater treatment plant) update (2 minutes)**

The roof has been repaired. Working on the heating system bids for the Fire Hall and the Town Shop, we will have this worked on over the winter. The payments for the Solar panels have been being worked on with Bank of Colorado.

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- Consideration of having and paying all employees to be at Town Board Meetings (10 minutes)
  - Advantages and Disadvantages

Monetarily the Town is paying about \$8k a year for every Town Employee to be at all meetings. It was recommended to the Town Board to only have additional employees in meetings if the Town Board is requesting that. This would be on a trial basis through the end of the year. This will be revisited in January. Trustee Geilert made a motion to try a trial basis with employees of not attending meetings unless the Town Board or the employee needs to be there for purposes. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.

- Town Employee morning meetings discussion (10 minutes)

Clerk Symons recommended to have meetings every week instead of every morning. It was decided upon for 1 weekly meeting between all employees. Trustee Lewis made a motion to have all employees attend a weekly meeting on Mondays with a sign in sheet. Trustee McLaughlin seconded the motion and the motion passed on unanimously on voice vote.

- Barbara Palmer Hay Meadow update (2 minutes) (Info in packet)

Clerk Symons has looked into engineering firms to help fix the issue at the Palmer's Hay meadow. It has been hard to have any of them return a call. PW Samuelson offered some solutions that may work also as he may be able to work on it. He will reach out to the Palmers and work on a process to see if that will work for them to try.

- Update on Congressionally Directed Spending (2 minutes)

Advised to the Town Board that the Town was not granted the Congressionally Directed Spending. This was something that was applied for to help repave Main Street. Clerk Symons advised she spoke with Senator Bennet's assistant, Matt Kirker. He advised to Clerk Symons that he would like to help Yampa in the future, this just wasn't the project that would be able to work for the town.

- New Business
- Ordinance 2021-05: Consideration and review for approval and authorization to sign Ordinance 2021-05, An Ordinance Rezoning of a Portion of Lot 1, Block 8, Van Camp Addition to the Town of Yampa as Described in Attached Exhibit A, from Residential One "A" District – General Residential (R-1A) to Multiple Family Residential District (R-2), and providing an Effective Date (2 minutes)

Trustee Lewis made a motion to approve the authorization to sign Ordinance 2021-05. Trustee McLaughlin seconded the motion. The motion passed on unanimous voice vote.

- Affirmation to renew T.Charles Wilson Liability Insurance. (Emailed policy to the Town Board and copy of policy present in meeting for public view) (5 minutes)

Trustee Lewis made a motion to pay T. Charles Wilson Liability Insurance to renew for 2021-2022. Trustee McLaughlin seconded the motion. The motion passed on unanimous voice vote.

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- Ordinance 2021-04: Consideration to amend the Town of Yampa, Colorado Ordinance 2013-01 and adopting a new ordinance for Routt County Building Department Fee Schedule. (2 minutes) (in packet)

Trustee Lewis made a motion to adopt the new fee schedule for the Routt County Building Department, Ordinance 2021-04. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.

- Resolution 2021-06: Consideration to adopt Routt County Climate Action Plan (2 minutes) (in packet)

Trustee Lewis made a motion to sign Resolution 2021-06. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.

- Public Works Department
- PWA Samuelson's report (15 minutes)

Palmer culvert has been put in by PWRB Samuelson and the Palmers are very happy with the work he has done so far.

- PWWW Mitchell report (15 minutes)

Sewer line break was repaired. YVEA had set a locate and the locate was completed by PWWW Mitchell. YVEA moved the dig area a couple of inches and they hit a sewer line. PWWW Mitchell contacted Ed Paxton with Little Eddie's Excavation and he was able to assist YVEA and PWWW Mitchell to have this repaired. Little Eddie's invoice will be forwarded to YVEA to take care of. Scada system is being ordered, it is on a delay due to Covid shipping issues. PWWW Mitchell advised it is working but not well. He will be in touch with Brown's Hill this week.

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

County has sent a complaint to the Cordova Trailer Park for it to be cleaned up. More details to follow.

- Reports of Committees
- 4<sup>th</sup> of July Committee Update (10 minutes)

No update at this time.

- Meeting Reports

- NW Colorado Development Council (NWCDC) – Trustee Geilert (5 minutes)

Housing and economic stability are a big topic. Having a place on this council will help Yampa not be overlooked.

- Schedule Workshops and/or Special Meetings

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- August 18, 2021 Executive Sessions/Employee Reviews (10 minutes)
- Town of Yampa resident's employee water/sewer benefit (10 minutes)
  - Discussion needed
- **Board Members and audience requests for agenda items for next meeting**
- **Reading of Correspondence and required action if any**
  - Brenda Northrop 131 widening letter request (5 minutes)

Clerk Symons read the letter and advised that she will keep Brenda Northrop in the know for any future updates.

Carl Ray also thanked the Town for being able to use Yackey Park for a memorial.

- **Review July Financials, July meter reading report, and July Invoices/vouchers (Financials in packet) (5 minutes)**

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

- **Reading and Payment of Bills (5 minutes)**

Clerk Symons read the bills. Trustee Lewis moved to pay the bills, Trustee McLaughlin seconded the motion and the motion passed unanimously on voice vote.

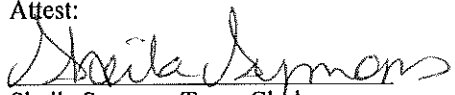
- **Adjournment**

Mayor Drust asked for further business, hearing none he called for adjournment. Trustee Lewis moved to adjourn, Trustee McLaughlin seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 9:09 pm.

**AGENDA SUBJECT TO CHANGE 24-HOURS BEFORE SCHEDULED MEETING  
AUDIENCE PACKET AVAILABLE FOR REVIEW BEFORE THE MEETING**

  
\_\_\_\_\_  
Jeffrey L. Drust, Mayor

Attest:

  
\_\_\_\_\_  
Sheila Symons, Town Clerk

December 1, 2021