

TOWN OF YAMPA
REGULAR MEETING AGENDA MINUTES

*****AMENDED*****

December 1, 2021
7:00 P.M.

Town of Yampa Regular Meeting/2022 Budget Public Hearing
Wed, Dec 1, 2021 7:00 PM (MST)

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

<https://global.gotomeeting.com/join/632075397>

You can also dial in using your phone.

United States (Toll Free): 1 866 899 4679

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Access Code: 632-075-397

BOARD MEMBERS PRESENT:	Mayor Jeff Drust, Mayor Pro-Tem Mike Lewis, Trustee Stacey Geilert, and Trustee Crystal McLaughlin
BOARD MEMBERS ABSENT:	Trustee Michael Geanious
EMPLOYEES PRESENT:	Town Clerk (Clerk) Sheila Symons, Deputy Clerk (DC) Nora Phillips
AUDIENCE PRESENT:	Gene Sanders, Kristy Winser, Mary Alice Page-Allen, Robin Schepper, Tim Redmond, Keith Walzak, Alicia Samuelson, Patty Redmond, Dave Dixon, Tim Corrigan

Call to Order

- Roll Call
 - Roll Call was taken

Pledge of Allegiance

- Pledge of Allegiance was recited

Kristy Winser, Routt County Planning Director – Presentation and discussion - Routt County Master Plan (30 minutes)

- Kristy Winser and County Commissioner Corrigan advised of the process of the Routt County Master Plan and where the county is on the Yampa portion of Routt County. They would like to have input from the Yampa Town Board on what they would like to see in the future. Transportation, housing, childcare and taxes are the highest concern for the Town of Yampa. Discussion was had about how to add these issues into the Yampa new Master Plan.

Audience participation –

- Scheduled items (none)
- Five-minute time limit – presentation only-Board will render no decisions

Ordinance 2021-06 – Amending Title 16 & Title 17 (10 minutes)

- Public Hearing: Ordinance 2021-06, An Ordinance Amending and Modifying Title 16, Subdivisions, and Title 17, Zoning, at Various Sections; Repealing All Conflicting Ordinances; and Providing and Effective Date (draft in packet)
 - No public comment
- Consideration for approval and authorization to sign Ordinance 2021-06, An Ordinance Amending and Modifying Title 16, Subdivisions, and Title 17, Zoning, at Various Sections; Repealing All Conflicting Ordinances; and Providing and Effective Date
 - This ordinance takes the 1970's fees out of the code book and will implement new fees that are more modern. Trustee Lewis made a motion to approve Ordinance 2021-06. Trustee McLaughlin seconded the motion. The motion passed on unanimous voice vote.

Consideration for approval and authorization to sign Resolution 2021-08, A Resolution of the Town of Yampa, Colorado Adopting a Town of Yampa Fee Schedule for Subdivision and Zoning Applications Under Title 16 & Title 17, Yampa Municipal Code, and Setting an Effective Date (in packet) (5 minutes)

- Trustee Lewis made a motion to approve Ordinance 2021-08. Trustee McLaughlin seconded the motion. The motion passed on unanimous voice vote.

2021 Supplemental Budget (10 minutes)

- Public Hearing: The Town Board will hold a public hearing on the draft 2021 Supplemental Budget to hear comments from the public
 - No public comment
- Consideration of adoption of Resolution 2021-10 – A Resolution to adopt supplemental 2021 Budget appropriations to defray expenditures in excess of amounts budgeted – Policemen's Pension Fund
 - Trustee Lewis made a motion to adopt Resolution 2021-10. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.
- Resolution 2021-09, A Resolution of the Town of Yampa, Colorado Eliminating the Policemen's Pension Fund and Transferring All Funds Remaining in the Policemen's Pension Fund to the General Fund for Capital Improvements and Outlay, and Setting An Effective Date
 - Trustee Lewis made a motion to adopt Resolution 2021-09. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote.

2022 Budget (20 minutes)

- Public Hearing: The Town Board will hold a public hearing on the draft 2022 Budget to hear and consider comments from the public
 - No Public Comment
- Consideration of adoption of Resolution 2021-11 – A Resolution Summarizing Expenditures and Revenues for each Fund and Adopting a Budget for the Town of Yampa, Colorado, for the calendar year beginning on the first day of January 2022 and ending on the last day of December 2022 (resolution with attached 2022 Budget in packet)
 - Trustee Lewis made a motion to adopt Resolution 2021-11. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote.
- Consideration of adoption of Resolution 2021-12 – A Resolution to Appropriate Sums of Money – A Resolution Appropriating Sums of Money to the Various Funds and Spending Agencies, in the amount and for the purpose as set forth below, for the Town of Yampa, Colorado, for the 2022 Budget Year (resolution in packet)
 - Trustee Lewis made a motion to adopt Resolution 2021-12. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.
- Consideration of adoption of Resolution 2021-13 – A Resolution to Set Mill Levies – A Resolution levying General Property Taxes for the Year 2021 to help defray the costs of government for the Town of Yampa, Colorado for the 2022 Budget Year. (resolution in packet) (recommendation to adopt subject to finalization of mill levy by County Assessor that will be provided by December 15, 2021)
 - Trustee Lewis made a motion to adopt Resolution 2021-13. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote.

Consent Agenda (5 minutes)

- Approval of August 4, 2021 minutes – attached
- Approval of August 18, 2021 minutes – on desk
- Approval of September 1, 2021 minutes -on desk
- Approval of September 15, 2021 minutes – on desk
- Approval of September 21, 2021 minutes -on desk
- Approval of September 24, 2021 minutes – on desk
 - Trustee Lewis made a motion to approve the Consent Agenda. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote.

Old Business (10 minutes)

- Update on Bobby George’s hay meadow disturbed by transmission line installation
 - Discussion of Town Attorney Bob Weiss’ recommendations
 - Town Attorney advised of options to pay \$4500, do nothing and see, or contact Colorado Agriculture Mediation Program. Town Attorney does not think that attorney fees will need to be accrued as it will probably go to small claims court if Bobby George decides to go forward.
- Regional Solar Planning for Peak Power Shaving and Net Metering (old town hall/EMS building) update
 - Lighting has been installed and all is working well. Light pole out of Old Town Hall is not working. Mayor Drust advised he would look into it.

New Business (20 minutes)

- Christmas Eve updates and decisions need to be made
 - Volunteers needed
 - Santa will be here at 6:30pm
 - YVEA will donate \$250.00 for Christmas Light Contest (correspondence on desk)
 - Clerk Symons advised with the new Omicron variant it is recommended to do the Christmas Eve festivities outside again as a drive by parade. No popcorn balls have been decided for this year again. It was decided to do the drive by parade again.

- Climate Action Plan Collaborative Representative needing to be assigned
 - Clerk Symons can be on all meetings as representative for Town of Yampa
 - Intergovernmental Agreement to be signed
 - Trustee Geanious has advised he would like to be the representative for Yampa to the CAP.
 - Trustee Lewis made a motion to sign the Intergovernmental Agreement for CAP. Trustee Geilert seconded the motion. The motion passed with unanimous voice vote.

- Consideration for approval of agreement of State of Colorado Opioid settlement and recovery fund MOU (documents were sent via email)
 - Trustee Lewis made a motion to sign the MOU. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote.

- Consideration of appointing Julie Baxter as representative for Yampa-White-Green Basin seat.
 - Trustee Lewis made a motion to appoint Julie Baxter as Yampa-White-Green Basin seat. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote.

Public Works Department update (20 minutes)

- PWRB Samuelson – Update on desk
 - No questions from the Town board to PWRB Samuelson
- PWWW Mitchell – May have day of meeting
 - No questions from the Town Board to PWWW Mitchell

Clerk's review of possible code violations, staff memo and required action (if any) (40 minutes)

- Personnel Update
 - Mary Gomez resignation
 - Mary Gomez advised that she would be able to come in next week for a day to assist with billing and then she would like to have a sit down with the Mayor and Clerk Symons to advise her reasons for resigning.
 - options on filling position
 - Clerk Symons advised that Contractor Mary Alice Page-Allen would be willing to step in. She advised she can not to exceed

64 hours a month for the Town of Yampa for now. She advised that she is flexible and able to be in the office at least on Fridays if not more and virtually the rest of the time. She did advise that for the 64 hours a month she would not be able to be the visitor center person also. She did say that she can make her office upstairs to avoid any interruptions from people coming in.

- Discussion was had regarding how we can have someone downstairs to be a visitor center representative. Volunteers in the interim would be great. With the holidays coming around the corner – it will be readdressed with the upcoming personnel policy that will be adopted in the next couple meetings.
- Anything additional Clerk Symons has not had a chance to prepare
 - None
- Routt County Economic Development Committee – Yampa participation and authorization to contribute \$100 in 2022 from Economic Development line item
 - Trustee Lewis made a motion to send the EDC \$100 for membership. Trustee McLaughlin seconded the motion and the motion passed unanimously.
- January Work Shop Items
 - Short-Term rental regulations
 - Short term rentals are currently not allowed in Yampa. Short term rentals need to be your primary residence (mother in law suite etc..) Vacation rentals by owner need to be in in the commercial district only. Will be addressed in the upcoming meetings. It will need to be a resident and workshop session.
 - Personnel Policies and Procedures
 - Personnel Policies need to be discussed and have been sent to the Town Board. Discussion regarding management to be put into place and combining of jobs to accomplish that mission. The Town Board would like to have the workshop prior to the January regular Town Board meeting.
- Whittall/Yampa Vista Planning Commission schedule update
 - Planner Page-Allen is not sure if this project is going to move forward or not. Updates will be coming in the new year.
- Gardener Park Reservoir Company – action needed
 - Questions can be answered as they come – Clerk Symons will contact Andi Schaffner for answers.
 - No money is needed to be funded at this time. This could need to be something Yampa will need to be support financially at some point which would be minimal due to we only have 2 shares and 0 ownership. Trustee Geilert made a motion to sign the letter from the Gardner Park Reservoir Company. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.

Schedule meetings and/or workshops (5 minutes)

- Possible Executive Session needed prior to January 5, 2022 meeting
- January 5th, 2022 Regular Meeting
- January 19th, 2022 Workshop/Planning Commission meeting

Board Members and audience requests for agenda items for next meeting (5 minutes)

- None

Reading of Correspondence and required action, if any

- None

Review November financials (in packet), November meter reading report (not available at this time), and November invoices/vouchers (5 minutes)

- November financials were in town board and audience packets for review. The November meter reading report was in board and audience packets for review. The November 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 Geilert seconded the motion and the motion passed unanimously on voice vote

Adjournment

- Mayor Drust asked for any additional business. Hearing none, Trustee Lewis made a motion to adjourn. Trustee McLaughlin seconded the motion to adjourn. The motion passed unanimously on voice vote. Meeting adjourned at 9:15 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

January 5, 2022