

Town of Yampa February 3, 2021  
Regular meeting minutes

TOWN OF YAMPA  
FEBRUARY 3, 2021  
YAMPA TOWN HALL – 101 MAIN STREET  
CROSSAN BUILDING-2<sup>ND</sup> FLOOR

BOARD MEMBERS PRESENT: Mayor Jeff Drust, Mayor Pro-Tem Mike Lewis, Trustee Stacey Geilert, Trustee Crystal McLaughlin, Trustee Michael Geanious

BOARD MEMBERS ABSENT: None

EMPLOYEES PRESENT: Public Works Assistant (PWA) Greg Samuelson, Public Works Water/Wastewater (PWWW) Benjamin Mitchell, Town Clerk (Clerk) Sheila Symons, Deputy Clerk (DC) Nora Phillips, Previous Clerk (PC) Janet Ray

AUDIENCE PRESENT: Mary Alice Page Allen, Steve Whittall, Laura Olive

Call to Order

Mayor Drust called the meeting to order at 7:12 pm. There were technical difficulties getting the meeting started.

Roll Call

Board roll call was taken.  
Pledge of Allegiance was performed

Approval of Minutes

None

Audience participation – Non-agenda items

None

Audience participation – Scheduled items

None

Old Business

Regional Solar Planning for Peak Power Shaving and Net Metering (old town hall/EMS building and wastewater treatment plant) update (5 minutes)

PC Ray advised of meeting with McKinstry personnel the prior day. She advised the Solar is on schedule and the heating system is still being worked on for the Old Town Hall building. The Wastewater plant was taken out of the solar project according to PC Ray.

Regional Solar Utility Planning Project (regional solar array) update (5 minutes)

PC Ray advised this project is still underway. She made the Board aware that we should have more information on this in the next few weeks.

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Consideration of Thank you letter for Doug Monger's service for Routt County and the Town of Yampa

Clerk Symons wanted this to be verbally motioned to send this letter to Doug Monger. Trustee Lewis made a motion to have this letter signed and sent to Doug Monger. Trustee Geilert seconded that motion. The motion passed on unanimous voice vote.

COVID-19 update

Clerk Symons advised of information in the meeting packet. She let the attendees know that Yampa Covid-19 cases are high as of now. Since our population is smaller than other towns/cities around Routt County it makes the cases seem higher per 100,000 people. There is a new public health order to have businesses back to 10% occupancy, restaurants are now only allowed for one household per table. These will be for the next month. Vaccines are going strong here in South Routt. The Health Department doesn't know ahead of time how many vaccines they are able to allocate to each provider.

New Business

Consideration for approval and authorization for the Mayor to sign the Town of Yampa Generator PM Maintenance Renewal Agreement.

Clerk Symons advised that PWA Samuelson has reviewed this Maintenance Renewal Agreement. She asked for Mayor Drust signature on this agreement. She did mention to the attendees that this was budgeted in the 2021 budget. Trustee Lewis made a motion to sign the Generator PM Maintenance Renewal Agreement. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote.

Consideration for approval and authorization for the Mayor to sign a Letter Agreement with 30 Moffatt LLC for development of property located at 30 Moffatt Avenue, Yampa subject to the payment and receipt by the Town of the \$4290 deposit noted therein. Mary Alice Page Allen asked to speak in regards to this. The letter that was put together on page 12 in the packet, details where things stand. This is from the proposal from Steve Whittall and Laura Olive with regard to 30 Moffatt LLC. She advised that the Town Attorney Bob Weiss reached out to her to work through the land planning that is related to this proposal to subdivide the property at 30 Moffatt. She worked with the Town Attorney Bob Weiss to formulate the letter of agreement between the Town of Yampa and 30 Moffatt LLC as well as bringing Mary Alice Page-Allen's company, Page Allen LLC to have a professional service agreement that focuses on the project proposed by Whittall and Olive to have plans drawn up for the subdivision proposal. These agreements are with the Town and Developer, which advises the Developer will pay for all fees for this project. These fees include the \$290 application fees and \$4000 planning deposit that covers the potential fees for the planning, engineering, survey and legal services. Trustee Lewis made a motion to sign this Letter of Agreement with 30 Moffatt LLC. Trustee Geilert seconded that motion. The motion passed on unanimous voice vote.

Consideration for approval and authorization for the Mayor to sign a Professional Services Agreement with Page-Allen Associates LLC for contract planning services related to 30 Moffatt Avenue, Yampa and other tasks as may be directed.

Mary Alice Page Allen advised this is just in reference to the contract that needs to be signed for the Town of Yampa, 30 Moffatt LLC, and Page Allen LLC to work together in this proposal. Trustee

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Lewis made a motion to sign this Professional Services Agreement with Page-Allen Associates LLC. Trustee Geilert seconded this motion. The motion passed on unanimous voice vote.

Public Works Department update

PWA Samuelson advised of the damage he made to the Geilert's fence the past Sunday. He wanted to know what times are considered to be "on-call". He originally only charged on-call from when he left for the day until 7p every night. His concern is it should be when he leaves until when he comes back in. He would also like to know what the Board is asking to have as a response time to being called in for on-call service. He advised that the County Dispatch still has Eric Berry as a contact. That needs to be updated. PWW Mitchell advised he does not have any input at this time. Clerk Symons mentioned that a Board Workshop would be recommended to get the "On-Call Policy" as a set standard for the Employee Manual. The Board agreed with a Board Workshop.

Reading of Correspondence and required action if any

Clerk Symons advised she would like to take Paid Time Off on June 14-18. This would be the 3<sup>rd</sup> Wednesday of the month and she asked that we can move the meeting to another Wednesday that month. The Board okayed the dates and the meeting to be moved to another Wednesday that month if is needed.

Reports of Committees

None at this time

Meeting Reports

MAHFAB meeting update given by Trustee Lewis. He advised all entities presented their financials for 2020 and the upcoming year of 2021. All the budgets were approved. The next meeting is April 27<sup>th</sup> of 2021.

Schedule meetings and/or workshops

Clerk Symons advised Workshop February 17<sup>th</sup> as the next meeting that will be a Workshop.

Board Members and audience requests for agenda items for next meeting

None

Reading of Correspondence and required action if any

Clerk Symons advised of the Yampa Valley Electric Associations (YVEA) letter regarding our Street Lights. She advised they have not implemented a rate increase, but it could be coming. This letter is an analysis of our usage.

Review January financials, January meter reading report and January invoices/vouchers

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

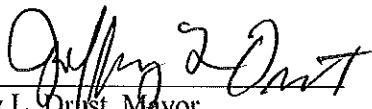
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Reading and Payment of Bills

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 Geanious seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 7:57 pm.

  
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Jeffrey L. Drust, Mayor

Attest:  
  
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Sheila Symons, Town Clerk  
October 6, 2021