

**TOWN OF YAMPA**  
**TOWN BOARD REGULAR MEETING MINUTES**  
**January 3, 2024 – 6:00 pm**

**BOARD MEMBERS PRESENT:** Mayor Geilert, Trustee Lewis, Trustee Geanious, Trustee Cave and Trustee Williams were present at roll call.

**EMPLOYEES PRESENT:** Town Administrator/Clerk Sheila Symons and Treasurer/Planner Mary Alice Page-Allen. Deputy Clerk Amanda Laman participated via Zoom.

**AUDIENCE PRESENT:** Bryan Sullivan, Amy Kindsvater and Ken Montgomery were present in person.

**1. Call to Order**

- a. Mayor Geilert called the meeting to order at 6:04 p.m.
- b. Roll Call was taken.
- c. Pledge of Allegiance was recited.

**2. Audience Participation (5 Minutes)**

Ken Montgomery wanted to know why the Royal Hotel lot was not for sale yet as he knew of many people that want to purchase it. Members of the Board again advised that there has not been one official or written offer that has come to the Town for review, and other matters have been prioritized at this time. Board members requested that Mr. Montgomery inform those buyers of which he is aware to attend a Town Board meeting or call Town Hall so any proposal can be addressed properly.

**3. Resolution 2024-01 – Sunshine Resolution (5 Minutes)**

In response to a statement by Mr. Montgomery that notice of meetings were not widely posted and that the proposed Sunshine Resolution only met the minimum state requirements, Town Administrator/Clerk Symons advised that the Town also posts agendas at the post office, on the Town website, and is emailed to in excess of seventy (70) people who have requested them.

Trustee Cave made a motion to approve and authorized the signing of Resolution 2024-01, A Resolution Designating a Place for Posting of Notices of Meetings of the Town of Yampa Board of Trustees in Accordance with C.R.S. § 24-6-402. Trustee Geanious seconded the motion, and the motion passed unanimously.

**4. Resolution 2024-02 – Amended Setting of Mill Levies (5 Minutes)**

Mary Alice stated that at the December 6, 2023 meeting, when the 2024 Budget was adopted, the original mill levy resolution was also approved, and that since then the requirements approved recently by the state legislature is requiring that approval to be amended. She stated that this resolution does so, and the amendment makes a \$15.00 difference on the Mill Levy.

Trustee Cave made a motion to approve and authorize the signing of Resolution 2024-02, A Resolution to Amend and Set Mill Levies – A Resolution Levying General Property Taxes for the Year 2023 to Help Defray the Costs of Government for the Town of Yampa, Colorado for the 2024 Budget Year. Trustee Geanious seconded the motion and the motion passed unanimously.

**5. Strong Communities Grant Application (10 Minutes)**

Mary Alice explained that the Strong Communities grant program can support the Town's efforts to update its zoning and subdivision regulations, and the Town Board needs to authorize applying for these funds. She added that the Request for Proposals to seek a consultant to assist the Town with the project was released on Tuesday. Mary Alice stated that the amount to be requested through Strong Communities will not to exceed \$135,000 and requires a 10% cash match that is budgeted for 2024.

Trustee Cave made a motion to approve applying for a Strong Communities grant through the State of Colorado, Department of Local Affairs, to support the Town's efforts to update its Zoning and Subdivision (Land Development) Codes. Trustee Williams seconded the motion, and the motion passed unanimously.

**6. AquaWorks Contract – Engineering & Design – Treatment Plant (10 Minutes)**

Mary Alice noted that this work has been approved previously, however there were refinements that have occurred as the scope was updated to incorporate funding through the USDA process. She added that the contract is for a not-to-exceed amount of \$352,000 and such is 100% grant funded.

Trustee Cave made a motion to approve and authorize the signing of an Agreement for Professional Service between the Town of Yampa and AquaWorks DBO Inc. for the final design and engineering work related to replacement of the Town's wastewater treatment plant facilities in an amount not to exceed \$352,000. Trustee Williams seconded that motion, and the motion passed unanimously.

**7. Resolution 2024-03 – Appoint Election Judges (5 Minutes)**

Trustee Cave made a motion to approve and authorize the signing of Resolution 2024-03, A Resolution of the Town of Yampa, Colorado Delegating Authority and Responsibility to the Town Clerk to Appoint Election Judges. Trustee Williams seconded the motion, and the motion passed unanimously.

**8. Resolution 2024-04 – April 2, 2024 Municipal Election Cancellation Authorization (5 Minutes)**

Trustee Cave made a motion to approve and authorize the signing of Resolution 2024-04, A Resolution to cancel the April 2, 2024 Municipal Election Upon the Determination that there are not more Candidates than Offices to be Filled. Trustee Williams seconded the motion, and the motion passed unanimously.

**9. Consent Agenda (5 Minutes)**

Mr. Montgomery requested that the December 6, 2023 Meeting Minutes be removed from the Consent Agenda for correction.

Trustee Cave made a motion to approve the remaining item on the Consent Agenda, specifically the November 2023 Payment approval report. Trustee Williams seconded that motion, and the motion passed unanimously.

Mr. Montgomery requested that the December 6, 2023 Meeting Minutes be amended to include the response provided by staff to his question regarding the State requirements for local liquor license fees.

Trustee Cave made a motion to approve the December 6, 2023 Meeting minutes with the amendment that the response to Mr. Montgomery's question on local liquor licensing fees be added. Trustee Williams seconded the motion, and the motion passed unanimously.

**10. Staff and Board Member Reports/Updates (20 Minutes)**

Brief updates were provided by staff on a few items of interest.

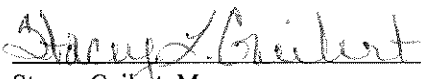
**11. Scheduled Meeting/Work Sessions (5 Minutes)**

- a. Town Board and other requests for Agenda Items
  - i. January 17, 2024 @ 6 p.m. – Town Board Meeting
  - ii. January 24, 2024 @ 6:30 pm – Planning Commission Meeting

**12. Adjournment**

Trustee Cave made a motion to adjourn the meeting. Trustee Williams seconded the motion, and the motion passed unanimously. The meeting was adjourned at 6:32 pm.

Approved the 17<sup>th</sup> day of January 2024.

  
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Stacey Geilert, Mayor

Attest:  
  
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Sheila Symons, Town Administrator/Clerk