

RECORD OF PROCEEDINGS

TOWN OF YAMPA
JUNE 1, 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

AUDIENCE PRESENT: None

CALL TO ORDER

Mayor Yackey called the meeting to order at 7:00 pm.

ROLL CALL

Board roll call was taken.

MINUTES

None

AUDIENCE PARTICIPATION – NON-AGENDA ITEMS

None

AUDIENCE PARTICIPATION – SCHEDULED ITEMS

Request for businesses, etc. to advertise in town newsletter presentation and consideration of
request for businesses, etc. to advertise in town newsletter

Clerk Ray reported that Onika Mayer could not attend the meeting so Trustee Lewis moved
to table the presentation and request until the July meeting.

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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) was in board and audience packets. PWS Berry answered questions on the water storage tank concrete pours. Minutes from the April 26, May 6 and May 17 construction meetings were in board and audience packets for review. Megan Knott with the Colorado Cattlemen's Agricultural Land Trust (CCATL) requested and was given a copy of the appraisal and other paperwork related to the notice of intent to acquire the infiltration gallery property that had been sent to Bobby George because she had a meeting scheduled with Mr. George. Following Mr. George and Ms. Knott's meeting, Town attorney Bob Weiss received a telephone call from Larry Keuter, counsel for the land trust, asking where the Town's negotiations with Mr. George were at. Clerk Ray said she understood Mr. Weiss told him that the Town was still hopeful that the original negotiations with Mr. George could be accomplished, but that if not, the Town was prepared to move forward with the eminent domain case. Mr. Keuter reiterated that he believed the CCALT could work with the Town's needs and have the conservation easement remain on the infiltration gallery property. Mr. Weiss noted that an agreement with CCALT and the Town should be drawn up to amend the conservation easement before the Town files the eminent domain case. Mr. Weiss did put a call into Mr. Sawyer, Mr. George's attorney, but had not heard anything back. Mr. Weiss was suggesting that the Town's offer be accepted to avoid the eminent domain case. Duckels' pay request #10 was in board and audience packets for review. Trustee Lewis moved that Duckels pay request #10 be approved. Trustee Ashley seconded the motion and the motion passed unanimously on voice vote. Clerk Ray noted that pay request #9, approved by the Town Board last month has not been released to Duckels. When the request was sent to Colorado Department of Public Health and Environment (CDPHE), Tawnya Reitz's replacement, Randi Johnson-Hufford had questions on previous requests and that was holding up pay request #9. Ms. Johnson-Hufford was asked if she could release payment #9 while Duckels worked on getting the information she requested and she agreed to do so.

Wastewater system improvements update and consideration of any needed changes or approvals

Clerk Ray reported that she believed Randy Sackett, CDC, made the revisions to the scope of work, which CDC was wanting to do before CDPHE finalized the documents. The last communication from Randi Johnson-Hufford at CDPHE was May 19 and she was moving the documents along to the various contract people that needed to sign off on the contract so the Town should receive the paperwork soon. Work can not begin until the fully executed paperwork is received by the Town.

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

Clerk Ray reported that to her knowledge, no progress on the clean up has occurred. In an email she sent that encompassed both state and county department representatives regarding progress, the only response was from Laura Shumpert at CDPHE. Ms. Shumpert said that she sent a query to the Air Quality Control Commission to see if an appeal has been made, but Clerk Ray had not heard back from Ms. Shumpert by meeting time.

Wayfinding and directional signage update

Clerk Ray reported that the final design option was chosen and is available for people to view. The students will complete the plan in the coming weeks and then it will be available for use. Clerk Ray had told the Town Board that she would communicate with other towns to see what their regulations are on wayfinding and directional signage and she has not done so yet. The Clerk reiterated that the next step is to get the beautification plan done and then the signage and beautification plans can be used together to seek funding for improvements.

Highway clean-up report

Clerk Ray reported that 11 volunteers helped with the highway clean up this year and filled 12 bags with trash. The volunteers were: Brian, Cindy, & Parker Ashley, Eric Berry, Gary Burkholder, Michael French, Chris & Ken Manzanares, Noreen Moore, Janet Ray and Jan Rossi. Clerk Ray noted that the weather was great this year.

Source Water Protection Plan (SWPP) post meeting report

Clerk Ray reported that she and PWS Berry met with Colleen Williams whom the Town worked with on the SWPP to discuss the next phase of the project. She brought the road signs that tell people they are in a source water area. It is the Town's responsibility to get the posts and other hardware for installing the signs. Other ideas for using the remaining funds from the grant included brochures that can be used to make people aware of the importance of keeping the source water area protected, purchase spill response kits for the fire department and others that travel and work in the source water area, give a presentation at the elementary school explaining the importance of keeping the source water area protected from hazards and give the students water bottles. Clerk Ray stated that if town board members have other ideas, please let her know. The Town is not obligated to use the ideas listed in these minutes if other ideas are suggested.

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NEW BUSINESS

Yampa Market information

Clerk Ray included in town board and audience packets the information on the upcoming farmers' markets so the board would be knowledgeable about the events. She noted that there had been no mention of needing town board approval every year.

Consideration of Request for Extension of Time to File Audit

Clerk Ray told the board that she needs to apply for an extension of time to file the audit with the state and that town board approval is required. She noted that she has been behind on much of the work that needs done on the loan and grants for the water project and thus has probably put Deputy Clerk Phillips behind as well. Auditor Chris Catterson is going on a three week vacation beginning June 10. The extension request is for 60 days. Trustee Lewis moved to approve the extension to file the audit request, Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

PUBLIC WORKS DEPARTMENT

May 2016 wastewater nutrient testing results

The May 2016 wastewater nutrient testing results were in town board and audience packets for review. There were no questions.

2016 Drinking Water Quality Report for Calendar Year 2015

This report, also known as the Consumer Confidence Report, was in town board and audience packets for review. There were no questions. The report will be sent to Yampa water users with the June water/sewer billing and newsletter.

Sanitary Survey report

PWS Berry reported that Andy Pirot with CDPHE performed a sanitary survey on the water system on May 26, 2016. Mr. Pirot went over concerns with PWS Berry verbally, but the written report has not yet been received. When it is, it will be discussed in detail with the town board.

Global Youth Service Day report

PWS Berry reported that he had the middle school students paint picnic tables and pick up sticks and trash from River Park and Yackey Park. He noted that the students did good work.

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On going work

PWS Berry reported that he has been busy with water and wastewater paperwork. PWA Samuelson has been preparing the streets for the dust abatement and has started mowing grass at various locations. PWS Berry said that Routt County has told him that they are looking at the week of June 13th as the earliest date to be in Yampa with the dust abatement. PWS Berry was asked if he had an idea for when flower barrels will be put out and potholes on Main Street filled. He responded that he hopes to work on both in the next few days. Clerk Ray asked about progress on completing the draft monitoring plan and PWS Berry said that he needs to make a couple of corrections following the sanitary survey inspection and he needs to ask a couple of questions of Bob Pohl at CDPHE. When he has those answers he should be able to get the draft to Mayor Yackey the first part of next week.

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 reported that she and Deputy Clerk Phillips have been preparing for the field work portion of the audit. Clerk Ray completed and submitted the Highway Users Trust Fund report that was due June 1, 2016. The property, liability, and auto insurance renewal information was sent to the insurance agent on May 24 and yesterday the insurance agent sent some further questions that she needs answers on. Clerk Ray said that she knew the paperwork for the donation of the property to the town where the Town's north entrance sign sets was signed, but that she has not received confirmation of the closing and recording of the deed of dedication. Clerk Ray said she has started working with the new people at the gas station, formerly Kum & Go, on the transfer of ownership of the 3.2% beer license.

REPORTS OF COMMITTEES

Friends of Crossan's (FOC)

FOC President Jeff Drust reported that the committee is continuing work on the logistics of the Todd Mohr acoustic concert and Crossan's auction July 30. Satisfying the grant requirements for the performance bond so construction can resume has not been resolved. Greg Winkler with Department of Local Affairs continues helping to find a solution.

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4th of July Committee

4th of July Committee Chair, Tom Yackey, reported that the committee held their third meeting and preparations continue to go well. The final committee meeting prior to the 4th will be June 23.

MEETING REPORTS

Yampa/White/Green Basin Round Table

Trustee Drust reported on the May 11th meeting. There was a proposal that grant requests have one reading rather than two. Reports of standing or special committees were given. A presentation by Larry Hicks on the Little Snake River was given and the first reading of the Maybell Ditch Improvement Project Grant request was heard. Changes to the bylaws were discussed.

Bear River Reservoir Company

Trustee Drust reported on the Bear River Reservoir Company annual meeting and informed the Board that the price per share went up from \$3.50 to \$4.00.

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. None required action.

REVIEW FINANCIALS (IN PACKET), MAY METER READING REPORT AND MAY INVOICES/VOUCHERS

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

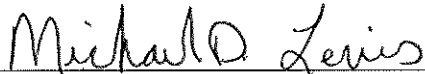
RECORD OF PROCEEDINGS

READING AND PAYMENT OF BILLS

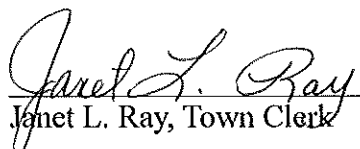
Clerk Ray read the bills. Trustee Lewis moved to pay the bills, Trustee Ashley seconded the motion and the motion passed unanimously on voice vote.

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 9:00 pm.



Thomas E. Yackey, Mayor or
Michael D. Lewis, Mayor Pro-Tem



Janet L. Ray, Town Clerk

December 7, 2016