

Town of Yampa  
Regular meeting minutes  
June 2, 2021

TOWN OF YAMPA  
REGULAR MEETING MINUTES  
JUNE 2, 2021  
7:00 P.M.

DUE TO COVID-19 PANDEMIC THIS MEETING WILL BE DONE VIRTUALLY VIA  
GOTOMEETING WITH THE BELOW INFORMATION:

June 2, 2021 Town of Yampa Regular Meeting  
Wed, Jun 2, 2021 7:00 PM - 12:30 AM (MDT)

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

<https://global.gotomeeting.com/join/423284853>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

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Access Code: 423-284-853

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

BOARD MEMBERS ABSENT: None

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

AUDIENCE PRESENT: Julie Drake, Barbara Palmer

**Call to order**

Mayor Drust called the meeting to order at

**Roll call**

Roll call was taken

**Pledge of Allegiance**

The Pledge of Allegiance was recited

**Approval of minutes**

None (2020 minutes will be in the next meeting packet– still working on a couple edits)  
Will be able to give the unapproved minutes to the Auditor and have them approved at  
next meeting. Any updates will be sent to Auditor if needed.

**Audience participation – Non-agenda items**

Five-minute time limit – presentation only-Board will render no decisions

None

**Audience participation – Scheduled item**

Julie Drake wanted to introduce herself. She is looking into a possible annexation that was initially talked about in  
1997. She has 40 acres that line the western side of Yampa. She wants to be involved in discussion if a Master Plan  
will be worked on for a portion or all of her property.

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Old Business

Regional Solar Planning for Peak Power Shaving and Net Metering and Regional Solar.  
Work is to start around mid-August 2021

Clerk Symons is still working on the Lease agreement with Bank of Colorado. She is also still working with John Salazar (JDS Roofing) to see when he is able to start working on the roof repair. Work on the Solar Panels will start in mid-August pending McKinstry is able to get the parts needed. Due to Covid-19, parts have been harder to come by.

Barbara Palmer Update

PWA Samuelson gave an update on the fence at the Palmer's property. There is a cattle guard that wasn't installed correctly and needs to be placed properly. From his understanding it was in an agreement between the Town and the Palmers from when the water transmission line was placed on their property. He will be working on a solution for the Palmers to make sure it meets their standards of what they expect which would also include a possible 14-foot gate. This gate and cattle guard would prevent the livestock from escaping their property.

A 20" culvert needs to be put in because it is hindering the Palmers from driving over the transmission line that the Town installed on their property. He advised he was not involved in that situation, so he isn't sure what the deal was as to why it was removed or modified.

This is an urgent matter to get resolved, as livestock is involved. The plan is to have PWA Samuelson put a new cattle guard in and see if his fence work would suffice the Palmers. Barbara Palmer is happy with his ideas to see if that works. She would prefer to have fence panels but wire would work for now until the fence panels can be put in. This was agreed upon by the Town Board.

There was an inquiry on what the agreement was with Scott Contracting that installed the water transmission line for any type of warranty or guarantee. PC Ray advised that what was done at that time was what was asked but she isn't sure exactly what it was.

Trustee Lewis made a motion to remove the cattle guard and place it in correctly, adds some barbed wire on the fence to prevent livestock from getting out. Trustee McLaughlin seconded the motion. The motion passed on unanimous voice vote.

Trustee Lewis made a motion to install the 20'x 20" culvert for the Palmers to be able to access their field. Trustee Geilert seconded the motion. The motion passed on unanimous voice vote.

Re-discussing the Bobby George Hay Meadow issue, he leases his hay meadow from the Palmers and she had advised that the \$1500 is a very low settlement offer. The Town Board has a hard time offering more money to him as a settlement when there wasn't any additional official proof, prior to 5-6 years old, of loss besides hand written notes from most of the years. The Town Board would like to table this until more official loss can be proven from Bobby George. Trustee Lewis made a motion to table the discussion on the settlement with Bobby George regarding his loss of hay in the hay meadow he leases from Barbara Palmer until he can come back with further official records showing proof of loss. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.

Consideration of approval for re-opening of Town Buildings for public use while taking continuing to monitor current Covid-19 pandemic conditions

Trustee Lewis made a motion to re-open Town Buildings for public use while continuing to monitor current Covid-19 pandemic conditions. Trustee McLaughlin seconded the motion. The motion passed on unanimous voice vote.

COVID-19 update and discussion

70% of all eligible people that are able to be vaccinated are done so in Routt County

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American Rescue Plan Funds

The State is giving all counties funds, those funds will be spread across the county to municipalities. These funds can be used for loss of funds due to the pandemic, water and sewer projects and broadband services. There isn't too much information at this time to elaborate on. More information will be provided as it comes. It was encouraged for any ideas of projects from the Town Board.

Consideration of obtaining a Town of Yampa debit card

The Bank of San Juans has been contacted for information on what is needed from the Town to obtain a town credit card or debit card. Whichever employee's name the card is in will be responsible for the card if fraud happens on the card. A credit card policy will be presented in a future meeting to approve. Trustee Lewis made a motion to apply for the debit card from the Bank of the San Juans. Trustee Geilert seconded the motion. The motion passed on unanimous voice vote.

Affirmation of Pause Act

Pause Act is a citizen led initiative that could be on the ballot in November 2022. It seeks to prevent animal cruelty to animals in Colorado. This would criminalize actions that are widely used and necessary in both animal husbandry and veterinary medicine. The Town Board agreed via email individually for this to be signed to oppose it. Affirmation to have on public record needed to happen. Trustee McLaughlin made a motion to sign the letter of support for Routt County. Trustee Geifert seconded the motion. The motion passed on unanimous voice vote.

Consideration of signing a Thank you letter to Dr. Colburn and Staff for the animal vaccine clinic

38 Town Tags were issued and 50-75 vaccines were administered. Trustee Lewis made a motion to sign the thank you letter to Dr. Colburn and Staff for the animal vaccine clinic and their time. Trustee Geilert seconded the motion. The motion passed on unanimous voice vote.

New Business  
NWCDC/YVEDC

Yampa Valley Economic Development Council has changed its name to the Northwest Colorado Development Council. This is also part of the Resiliency Roadmap to Recovery. The new council is extending invitations out to all municipalities elected officials. The Town can still be involved if no elected officials would like to volunteer. However, to be a voting member, the Town would have to have an elected official on this council. This council is going to work on helping with recovery from the Covid-19 pandemic. These would be virtual meetings for the majority of the time. Trustee Geilert advised that she would like to be the elected official on this council. Clerk Symons advised she can fill in on the meetings if needed due to any absences that Trustee Geilert may have.

Congressionally Directed Spending

This is federal funding that can be granted to Yampa if approved. Commissioner Corrigan would like to have the Town apply for this to repave Main Street. It was advised to Commissioner Corrigan that the Town does not have any additional funds to do this if this would not be all encompassing. Trustee Geilert made a motion to apply for this Congressionally Directed Spending for repaving Main St. Trustee McLaughlin seconded the motion. The motion passed on a unanimous voice vote.

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**Horizontal Well Permit**

This project has been needing to be pursued in the past. This was started when the water treatment plant improvements were being worked on. There was a report on this from an engineering firm to see how the Town stood with their water rights. The Town does not have a well permit for the infiltration gallery and never have had one. This must be done at this time. Prices will be advised in an upcoming meeting. Trustee Lewis made a motion to pursue the cost of the horizontal well permit. Trustee Geilert seconded the motion. The motion passed on unanimous voice vote.

**Consideration of signing USDA-Forest Service Special Use Permit renewal for fireworks launch site**

This is a standard permit that needs to be signed every 5 years. Trustee Lewis made a motion to sign the USDA Forest Service Special Use Permit. Trustee Geilert seconded the motion. The motion passed on unanimous voice vote.

**Consideration to elect not to send the Special Event License to the State and issue a Special Event License per the Local Licensing Authority (Town Board) for Beer Garden/4<sup>th</sup> of July**

No action on this is required as the update further in the meeting will explain why. Trustee Lewis made a motion to not have any action on this. Trustee McLaughlin seconded the motion. The motion passed on unanimous voice vote.

**Consideration of having a Public Hearing regarding 4<sup>th</sup> of July Committee's Beer Garden if Special Event License is approved**

No action on this is required as the update further in the meeting will explain why. Trustee Lewis made a motion to not have any action on this. Trustee Geilert seconded the motion. The motion passed on unanimous voice vote.

**Public Works Department**  
**PWA Samuelson's report**

Tree in River Park is cut down.  
Streets have been graded.  
Has a possible bid on the fence at Snowden Park. Will report when the bid has come in.  
He spoke with a resident wanting to add a shed and a different size fence. The resident was upset as others around town have what he would like to do. He did have to explain that some of the fences or sheds around town are non-conforming and so they are ok as of now. New fences or sheds would need to meet current building codes for the Town.

**PWWW Mitchell report**

Advised the SCADA system is working at this time. The system is still outdated and to buy parts on our own is not an option. It is all encompassing. Brown's Hill feels the update will be about every 5 years.  
Many locates have been needing to be done around town, especially with Yampa Valley Electric Association needing the town to do. Which is causing a limited time for him to work on other projects.  
Debris at the infiltration gallery has been cleaned out at this time.

**Water Restrictions Discussion**

Trustee Geilert made a motion to set the water restrictions of east side of main on even days and west side of main on odd days from 6p-10a. No watering on the 31<sup>st</sup> of the month. This will start effective immediately. Flyers around town, Door tags, Facebook, Town's Website, and the Newsletter will have this notification. Trustee Lewis seconded the motion. The motion passed on unanimous voice vote.

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**Scott Smith violation information**

It is being worked on to have this corrected with the State.

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

**Highway Clean-up day recap**

26 bags of trash picked up. Bear Claw Bakery donated muffins.

**Bob Weiss update – Regarding planning department – Workshop June 9, 2021**

Bob Weiss would like to discuss having the Town of Yampa to contract a planning department. His plan is to avoid the residents having to spend money to get their plans going to a Planning Commission meeting and the hopes it will be approved and possibly being denied and then the money they spent is wasted. This will help all plans and save money for the Town to utilize a planner instead of Bob Weiss the Town Attorney prices.

**DC Phillips/Historical Society – working on getting 1<sup>st</sup> floor of Crossan's ready to reopen.**

**Pinochle Club cleaned the Ladies Aid Hall**

**Go-To Meeting has been automatically renewed**

The Town Board wants to look into Zoom in the future. At this time PC Ray advised she would like to pay for this and not be reimbursed to volunteer that to the town.

**Reports of Committees**

**4<sup>th</sup> of July Committee Update**

All festivities should be the same as in past years. The Street Dance is a new addition. The 4<sup>th</sup> of July Committee voted to not have the beer garden this year due to the time restrictions on getting the liquor license. The street dance is going to be held behind Crossan's with street closures. Tickets for the street dance will be \$20 per person. The band is scheduled from 8p-11p. It will be cleaned up prior to the pancake breakfast the next morning. It was asked how many security people should be there. How many volunteers are the Board wanting to the committee to commit to? Any other concerns of the Town Board. This will be answered by the Town Board via email. Fireworks are still being worked on with the Liability Insurance company. Pending a fire ban – the committee is still going forward with the fireworks but they do know that it could be cancelled at any point with current fire restrictions.

**Meeting Reports**

**Bear River Reservoir meeting report – Mayor Drust**

Water levels are low.

**Schedule Workshops and/or Special Meetings**

**June 9, 2021 (due to Clerk Symons on vacation June 16, 2021)**

Clerk Symons will have some information to provide to the Town Board on Planning Contractors

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Board Members and audience requests for agenda items for next meeting

None

Reading of Correspondence and required action if any

None

Review of May financials, May meter reading reports and May invoices/vouchers

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

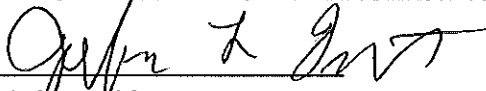
Reading and Payment of Bills

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 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 9:47 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

October 6, 2021