

**TOWN OF YAMPA  
REGULAR MEETING MINUTES  
MARCH 2, 2022 - 7:00 PM**

To the Town Board of Yampa and to all Other Persons to whom it may concern:

Notice is hereby given that a Regular Meeting of the Town Board of Yampa will be held on Wednesday, March 2, 2022 beginning at 7:00 pm in the Upstairs Board Room at Crossan's/Town Hall (101 Main St., Yampa, CO). Agenda is subject to change up to 24 hours prior to the scheduled meeting.

Public can attend virtually via GOTO Meeting or in person at Crossan's/Town Hall.

March 2, 2022 Town of Yampa Regular Town Board Meeting

Wed, Mar 2, 2022 6:30 PM - 11:30 PM (MST)

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

<https://meet.goto.com/219047437>

**You can also dial in using your phone.**

United States (Toll Free): 1 866 899 4679

United States: +1 (571) 317-3116

**Access Code:** 219-047-437

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

BOARD MEMBERS ABSENT: none

EMPLOYEES PRESENT: Town Clerk (Clerk) Sheila Symons and Contractor Mary Alice Page-Allen

AUDIENCE PRESENT: Forest Watson (President of the Yampa Fire Protection District), Janet Ray

**1) CALL TO ORDER (5 minutes)**

- a) Roll Call
  - i) Mayor Drust called the meeting to order at 700pm. Roll call was taken.
- b) Pledge of Allegiance
  - i) The Pledge of Allegiance was recited

**2) AUDIENCE PARTICIPATION (5 minutes)**

Please limit comments to 5 minutes. The Town Board will take comments under consideration but will not make any decision or take any action at this time. Anyone who would like to address the Town Board concerning any agenda item will be given the opportunity to speak for up to 5 minutes at the scheduled time for that item.

None

**3) YAMPA FIRE PROTECTION DISTRICT/OLD TOWN HALL DISCUSSION**

- a) Discussion on findings for update on Lease Agreement with Yampa Fire Protection District.
- b) Review and discussion of terms and conditions for a lease of Old Town Hall to the Yampa Fire Protection District.
  - i) Forest Watson Board President of the Yampa Fire Protection District advised the Fire Department Board did look over the lease proposal that was drafted. Their concern is how the building became Town property through grants with their assistance too. They want to keep this building part of the fire department and to keep their equipment protected, a place to grow and a place to perform their duties. They would like to have either all the responsibility and maintenance and ownership of the building, paying the Town a monthly rental fee for a certain time period or to keep things as is where things are split down the middle between the Town and the Fire District with maintenance and costs.

It was discussed that the building is an asset for the Town to keep as Town property. This will need to be looked into in more detail for other options.

With the amount of work that needs done on the building (roofing, heating, carpet, painting and updates) he feels it needs to be considered when making this decision on how to figure out amounts that would be fair. It was brought up that the asset of the Solar Panels that were put on the roof will bring continuous savings to the Fire District and that amount was solely paid for by the Town.

If the Fire District is not wanting to take over the maintenance with a long-term lease, then this would have to be a landlord/lessor relationship with caveats on maintenance agreements between the Town and the Fire District.

It was suggested that leave existing agreement in place, and the staff will work on maintenance updates (get an inspection done of the building, have the fire district advise of what they are seeing that needs to be done) that

need to happen over the next couple months and hopefully an agreement can be made at a market rate with the repairs that need to be updated.

Agreement between Forest Watson and the Town Board was to go forward with the suggestion of giving some time for Town Staff to research more.

4) **YAMPA FIRE PROTECTION DISTRICT**

Update on Fire Permit policy

The Fire District has been working on a fire pit checklist for the town. This would reduce manhours of the fire department having to personally check when someone obtains a fire permit. The resident would pick up the checklist and have to adhere to the it for them to have an approved fire pit.

5) **4<sup>TH</sup> OF JULY COMMITTEE**

Review, discussion and direction on 4<sup>th</sup> of July Committee.

The 4<sup>th</sup> of July Committee did receive some additional volunteers.

It was determined that the 4<sup>th</sup> of July Committee bank account is registered under the Town's EIN number. With that being said, the committee can either obtain their own EIN number or if they stay under the Town's. A Town Staff member will be part of the committee and some work with the accounting will need to be done to have it on the Town's books the correct way. This would have the Town as the committee and the 4<sup>th</sup> of July Committee would be a subcommittee of the Town. The Town insurance will be able to cover the 4<sup>th</sup> of July Committee as it has either way. A MOU (memorandum of understanding) between the Town and the 4<sup>th</sup> of July Committee will be drafted, if it is decided to stay under the Town EIN number. Which will state the 4<sup>th</sup> of July Committee is in charge of their money, the bank account would be run through the Town books. It would keep the committee in control of their money.

If at the 4<sup>th</sup> of July Committee's next meeting they decide to keep moving forward under the Town's EIN number the Town Board has given permission for staff to keep moving forward and bring a Banking Resolution to the April 6 meeting instead of waiting for permission on the at that meeting.

6) **BOILER REPLACEMENT/REPAIR PROPOSALS**

Review, discussion and consideration for approval to repair/replace of Crossan's/Town Hall boiler.

- a) JDW, INC.: Recommendation to replace the existing electrical boiler with a gas boiler installation at an estimated cost of \$20,445 and excludes electrical and dry wall repair work. (Proposal in packet)
- b) JLD Electric: Recommendation is to update to a 45mse electric boiler at an estimated cost of \$3,500 for the boiler unit; no cost estimate information is included regarding installation and other repairs. (Letter advising proposal in packet)
- c) A&J Plumbing and Heating: Quote has not yet been provided; contractor has indicated he will have quote and explanation of the proposed scope of work prior to the meeting.
  - i) Discussion was had on ideas on bidding for services. There will be a Request for Proposal for electric options and gas options. If the gas option is offered by a company – it would have to include to have the propane tank buried. The bids need to be all inclusive of all work needed to be done to have the Town get out clean. It was brought up that this would be a conflict if JLD Electric wanted to bid on this. If that is the case, Mayor Drust would need to recuse himself from discussion and decisions.

7) **CONSENT AGENDA**

- a) Approval of February 16, 2022 Regular Meeting Minutes
- b) Approval of February Payment Approval Report (Will be available at the meeting)
  - i) Trustee Lewis made a motion to approve the consent agenda as presented. Trustee McLaughlin seconded the motion and the motion passed unanimously on voice vote.

8) **STAFF AND BOARD MEMBER REPORTS**

- a) Committee and meeting reports from Staff and Board Members
- b) Update on Correspondence
- c) Town Clerk Administrative Report
  - i) No questions were asked on staff reports as presented. Climate Action Plan Committee was updated to the Town Board that they are working on the Logo for the Committee. South Routt Economic Development is working on a directory of the business list in the area.

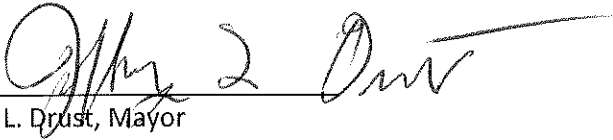
9) **SCHEDULED MEETINGS/WORKSHOPS**

- a) March 16, 2022 Town Hall/2022 Election Meet and Greet

- i) Finalize time: 6:00 pm or 7:00 pm?
  - (1) Decided to have this at 6:00pm in Downstairs area of Crossan's.
- b) Town Board or other requests for Agenda Items
  - i) Next regularly scheduled meeting April 6, 2022 – Day after 2022 Election
    - (1) 2022 Election results finalized eight (8) days after Election (April 13, 2022)
    - (2) Swearing in of Mayor and Trustees scheduled for April 20, 2022 meeting.

**10) ADJOURNMENT**

- a) Trustee Lewis made a motion to adjourn the meeting. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote. The meeting was adjourned at 8:22 pm.



Jeffrey L. Drust, Mayor

Attest:



Sheila Symons, Town Clerk

April 6, 2022

