

**TOWN OF YAMPA**  
**REGULAR MEETING MINUTES**  
**March 6, 2024 – 6:00 pm**

**BOARD MEMBERS PRESENT:** Mayor Geilert, Trustee Lewis, Trustee Geanious, Trustee Williams, Trustee Cave  
(Via Zoom)

**EMPLOYEES PRESENT:** Town Administrator/Clerk Sheila Symons, Treasurer/Planner Mary Alice Page-Allen,  
Via Zoom Deputy Clerk Amanda Laman

**AUDIENCE PRESENT:** Ken Montgomery, Amy Kindsvater, Carl Ray, Aaron Symons

**1. Call to Order**

- Mayor Geilert called the meeting to order at 6:00 pm
- The Pledge of Allegiance was recited
- Roll call was taken

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

Ken Montgomery inquired about the election judges and who they were. Administrator Symons advised they are Alison Moore, Brian Ashley, Mary Alice Page-Allen, and Canvasser Aaron Symons. He questioned that one of the judges does not live in the Town of Yampa. It was advised that election judges do not need to live in the town as long as they are registered voter in the State of Colorado.

He inquired about the Wayfinder/Gateway signs status. Mary Alice responded that the signage plan was done and approved by the Town Board in 2015 or 2016, and that is guiding the process. She stated that staff is working through the permitting processes, and once such is completed the work will go out for bid with and aim to complete the four planned signs during the 2024 construction season.

**3. Intergovernmental Agreement – Housing Needs Assessment**

Mary Alice noted that the Town is working with the Town of Oak Creek, SOROCO School District, the South Routt Medical, Health Service District and other local agencies on the South Routt Housing Needs Assessment. She stated that the Town of Oak Creek took the lead on obtaining the grant funding and finalizing contracting with the consultant. She said with so many public entities involved it was determined that it made the most sense to do an Intergovernmental Agreement to have a common understanding of roles and responsibilities. She noted that the Town is not obligated for any funding of this project other than that associated with staff time.

**Motion**

Trustee Lewis made a motion for approval and authorized the signing of an Intergovernmental Agreement concerning Cooperative Efforts for the Preparation of a Housing Needs Assessment for South Routt County and its Municipalities. Trustee Geanious seconded the motion; the motion passed unanimously.

**4. Consent Agenda**

Ken Montgomery requested that all items be removed from the Consent Agenda.

Mr. Montgomery asked a question about what a consent agenda should be because the items listed on this agenda have never been discussed at a previous meeting. It was advised that routine items are often included as part of a consent agenda and the consent agenda is further outlined in the Board's policies and procedures.

**Motion**

Trustee Lewis made a motion to approve the Consent Agenda as presented specifically the approval of February 7, 2024 Meeting Minutes, the approval of February 2024 Payment Approval Report, and ratification of the Renewal of Fermented Malt Beverage and Wine Liquor Licenses for Montgomery's General Merchandise. Trustee Geanious seconded the motion; the motion passed unanimously.

**5. Staff and Board Member Reports/Updates**

The Yampa Comprehensive Plan was presented to Routt County to incorporate it with the County as a subarea plan to the Routt County Master Plan.

The Collection project is moving forward. Mary Alice advised that upcoming projects will require construction financing and potentially an additional line of credit as some of the money that is approved via grant funds may need to be paid out and reimbursed after the fact. She asked to confirm that proceeding with a Request for Proposals for such is authorized. The Town Board members confirmed such was appropriate to move forward on.

The Regional Transportation Authority meeting will be on March 20, 2024 for the Yampa Town Board.

CIRSA Training has been implemented and sent to all Town Board members. Classes need to be taken by August of 2024. Sam Light from CIRSA will be in person on May 22 for Planning Commission and Town Board training.

Cars and Coffee will be in May or June as part of Coffee with the Mayor. TBD on dates and times.

**6. Scheduled Meetings/Work Sessions**

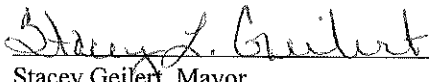
The following are upcoming Town meetings:

- i. May 22 @ 6:00pm – Town Board and Planning Commission Training with Attorney Sam Light from CIRSA

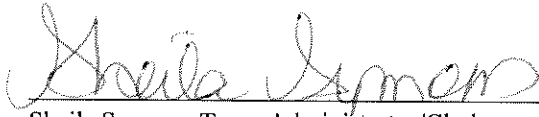
**7. Adjournment**

Trustee Lewis made a motion to adjourn at 6:33pm. Trustee Geanious seconded the motion; the motion passed unanimously.

Approved the 3rd day of April, 2024.

  
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Stacey Geilert, Mayor

Attest:

  
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Sheila Symons, Town Administrator/Clerk

