

Town of Yampa  
Special meeting minutes  
November 18, 2020

TOWN OF YAMPA  
NOVEMBER 18, 2020  
YAMPA TOWN HALL – 101 MAIN STREET  
CROSSAN BUILDING-2<sup>ND</sup> FLOOR

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

BOARD MEMBERS ABSENT: None

EMPLOYEES PRESENT: Town Clerk (Clerk) Sheila Symons, Previous Town  
Clerk (PTC) Janet Ray, Public Works Assistant (PWA)  
Greg Samuelson, Deputy Clerk (DC) Nora Phillips

AUDIENCE PRESENT: None

Call to Order

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

Roll Call

Board roll call was taken.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Discussion of personnel issue (Letter from Greg Samuelson to the Board is attached in packet)

PWA Greg Samuelson advised to the Town Board that he has had an issue with DC Phillips for many years. He advised that she spoke to him rudely and he would like to have no communication with her from here on out. The Town Board tried to find a way of how they can communicate without having to interact with each other. (Ex. Text messages or Clerk Symons being the mediator). Deputy Clerk Phillips was willing to do what is needed. Clerk Symons and PTC Ray were concerned with them not speaking as we need to be able to all communicate, especially if Clerk Symons is not in for the day. The Board has decided that all three employees will meet downstairs at Crossan's for a morning meeting. If Clerk Symons is not in the office, a Board member will come in when PWA Samuelson is able to

Town of Yampa  
Special meeting minutes  
November 18, 2020

be here to mediate the situation. Clerk Symons will advise Town Board in advance if she will not be in the office.

#### Discussion of 2021 Budget

2021 Budget was discussed by Previous Town Clerk Ray. The Town Board had no questions at this time.

#### Discussion of salaries

Town Board agreed to give PWA Samuelson and DC Phillips both a raise to \$25.50 an hour. This will be in effect for December 2020. Trustee Lewis made a motion to give them both the raise and Trustee Geilert seconded it. It was voted unanimously with voice vote.

#### Discussion of empty Trustee position

Clerk Symons advised still no letters of interest for the open Trustee position. She advised again that we will have to hold a special election if we do not have any letters of interest. She advised the Town Board to reach out to anyone that may be a good fit.

#### Update on Waste and Wastewater job

Clerk Symons advised the Town Board that posting the position on Indeed.com is no cost and we have already had 4 applicants.

#### Fire Ban update

Routt County has lifted their fire ban. Clerk Symons asked the Town Board if they would like to lift the ones for Yampa. Trustee Lewis made a motion to lift the Yampa fire ban and Trustee McLaughlin seconded it. The motion passed by a unanimous voice vote.

#### Meetings updates

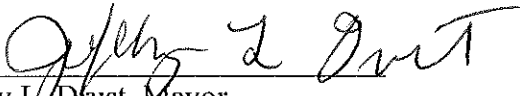
Clerk Symons asked Town Board if they would be okay if she started to try to time topics on Board meetings to help make them timelier. She advised that what we would do is have a suggested time limit and if needed we could table the topic if need more time. The Town Board agreed. Trustee Geilert made a motion to go with timed topics on Board meetings and Trustee Lewis seconded. The motion passed by unanimous voice vote. Clerk Symons also mentioned to try consent agendas. She explained to the Town Board that what it means is to bring the consent agenda items to the Town Board prior to the meeting for them to review. They can then just decide to approve all items on the consent agenda at

Town of Yampa  
Special meeting minutes  
November 18, 2020

one time. If something needs to be questioned, we can address as a regular agenda item. Trustee Lewis made a motion to approve consent agenda and Trustee McLaughlin seconded it. The motion passed by voice voted unanimously.

Mayor Drust asked for further business, hearing none he called for adjournment. Trustee Lewis made a motion to adjourn, Trustee Geilert seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 8:48 pm.

7. Adjournment of special meeting

  
\_\_\_\_\_  
Jeffrey L. Drust, Mayor

Attest:

  
\_\_\_\_\_  
Sheila Symons, Town Clerk

September 1, 2021