

**TOWN OF YAMPA
TOWN BOARD MINUTES
November 20, 2024 – 6:00 pm**

BOARD MEMBERS PRESENT: Mayor Geilert, Trustee Lewis(online), Trustee Geanious, Trustee Montgomery and Trustee Kindsvater

PLANNING COMMISSION PRESENT: Bryan Ashley, Cindy Ashley, Aaron Werner, Diane Mahoney(online)

EMPLOYEES PRESENT: Town Administrator/Clerk Sheila Symons, Treasurer/Planner Mary Alice Page-Allen

AUDIENCE PRESENT: Online: Rusty McRight; Luke Kerr and Jennifer Henninger, Community Planning Strategies; 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

No Audience Participation

3. Land Development Code Public Hearing – Joint Meeting with Yampa Planning Commission

TJ Dlubac, Community Planning Strategies, provided a PowerPoint presentation on the updates to the Town's Land Development Code, highlighting the streamlined application and approval process, the removal of redundancies, and the introduction of new provisions for temporary use permits, lot mergers, right-of-way vacations, flow charts, and legal amendments. He also explained Municode, an online platform that stores the municipal code in a user-friendly format, that the Town will be implementing in 2025 pending approval of the Land Development Code.

Mayor Geilert opened the Public Hearing. There were no comments from the public.

Trustee Montgomery inquired about the number of meetings the Planning Commission had held to discuss the proposed Land Development Code. Commissioner Cindy Ashley reported that the Planning Commission had been conducting meetings since January 2024, which included official meetings, public outreach, homework, and feedback.

Motion

Commissioner Brian Ashley motioned to recommend the Land Development Code to the Yampa Town Board. Commissioner Aaron Werner seconded, and the Planning Commission motion passed unanimously.

It was noted that the Town Board will consider the adoption of the ordinance for finalization of the Land Development Code at their December 4th meeting.

4. Resolution 2024-17 – MissionSquare 457 Plan Benefit Enrollment

Sheila provided an explanation of the proposed 457 Plan and the proposed matching contribution. She emphasized that offering benefits is crucial for boosting employee morale and retention, and stated that given the Town's competition with the County, City of Steamboat Springs, Oak Creek, and sometimes even the state, the same positions are often open across these locations. She stated that retraining new employees costs both time and money, making it essential to retain the valuable staff the Town currently has and offering competitive benefits is a key strategy in achieving this goal.

The discussion then turned to the proposed 1.5% matching of employee wages. It was noted by staff in attendance that this rate, which is lower than what most towns and municipalities offer, is included in the 2025 budget pending approval. In response to a question from Trustee Montgomery, Mary Alice stated that if all five employees participate, the expense would be total \$5,183.00 annually/\$412 monthly.

Trustee Kindsvater expressed a desire to explore additional information regarding matching platforms. Sheila committed to providing additional handouts from Mission Square on 457 deferred compensation plans and to arrange

for a contact to discuss this further with Trustee Kindsvater. Trustee Kindsvater will present the gathered information at the December 4th meeting.

Motion

Mayor Geilert made a motion approve the signing of Resolution 2024-17, A Resolution Establishing a Legislative Body Relating to a 457 Deferred Compensation Plan. During discussion, Mayor Geilert stated that the Town matching portion would be revisited at the next meeting as it is not needed to initiate the plan. Trustee Kindsvater seconded the motion, and the motion passed with four (4) in favor and one (1) opposed.

5. Consent Agenda

Motion

Trustee Geanious made a motion to approve the Consent Agenda as presented specifically the November 6, 2024 Regular Meeting Minutes and the October 2024 Payment Approval Report. Trustee Kindsvater seconded the motion; the motion passed unanimously.

6. Staff and Board Member Reports/Updates

Mary Alice provided several updates:

- The Town has received notice of an additional \$1.0 million award from the Energy Impact Assistance Fund program through the Department of Local Affairs (DOLA) for Wastewater Treatment Plant improvements.
- A Routt County Special Use Permit was approved on November 19th, marking another step forward in the Wastewater Treatment Plant improvements.
- The audit may require a special meeting due to our Auditor’s health issues, necessitating additional time to finalize the audit.
- Yampa Fire Protection District (YFPD) is progressing with plans to hire a consultant for a new fire station, and she is assisting them with the funding applications and land use processes..

Sheila provided updates on several items:

- The upcoming Christmas celebration is scheduled for December 21, 2024.
- She announced her upcoming vacation dates from July 21 to August 1, which will not affect the Town Board meeting schedule.
- The fire hydrant at 1st and Clifton was hit again and will be repaired.

7. Scheduled Meeting/Work Sessions

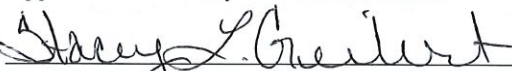
- a. Town Board and other requests for Agenda Items
 - i. December 4, 2024 – Town Board Meeting

8. Adjournment

Motion

Trustee Geanious made a motion for adjournment. Trustee Kindsvater seconded the motion, and the motion passed unanimously. The meeting was adjourned at 7:19pm.

Approved the 4th day of December 2024.


Stacey Geilert, Mayor

Attest:


Sheila Symons, Town Administrator/Clerk

