

Town of Yampa November 4, 2020
Regular meeting minutes

TOWN OF YAMPA
NOVEMBER 4, 2020
YAMPA TOWN HALL – 101 MAIN STREET
CROSSAN BUILDING-2ND FLOOR

BOARD MEMBERS PRESENT: Mayor Jeff Drust, Mayor Pro-Tem Mike Lewis, Trustee Stacey Geilert, Trustee Crystal McLaughlin (attended virtually)

BOARD MEMBERS ABSENT:

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

AUDIENCE PRESENT: None

Call to Order

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

Roll Call

Board roll call was taken.

Approval of Minutes

None at this time

Audience participation – Non-agenda items

Clerk Symons presented a plaque to Previous Clerk Ray for her 30 years of service. Mayor Jeff Drust gave a speech on her accomplishments and thanked her for her amazing service.

Audience participation – Scheduled items

None

Old Business

Discussion on Bobby George's hay meadow disturbed by transmission line installation

Clerk Symons advised Town Board we do not have a contract availability that Bobby George may have had with the Palmers on the Hay Meadow. Mayor Drust asked if we have any information on the water trade information for the option to possibly offer some of the Town's shares of water at Bear River Reservoir. PTC Ray advised that she has not had a chance to check with Bear River Reservoir or the Upper Yampa River Conservation District yet. She advised Bobby George leases the meadow that the Town replaced the Transmission line on though. PTC Ray advised that the

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Town Attorney relayed that the Town of Yampa does not need to have a special contract with Bobby George also as they do with the Palmers. Trustee Geilert advised she has a hard time agreeing to paying Bobby George with just a handwritten piece of paper of his loss of crop. Previous Clerk Ray recommended sending a letter to Bobby George requesting more information on what he has sold and produced over the years. PWS Samuelson mentioned if Bobby George insures this through the FSA (Farm Service Agency) they may have some records on this for the town to review. PWS Samuelson will get the FSA information to Clerk Symons to follow up on. Trustee Lewis made a motion to table this until we have all water trade information and a letter from Bobby George to show more records on previous years. Trustee Geilert seconded that motion. Motion passed unanimously on voice vote.

Wastewater update

Clerk Symons advised that Yampa Valley Ranch is no longer under contract for sale. This is the spot where the Town is wanting to improve the Wastewater plant by purchasing 3-acres of land there to expand the Wastewater Treatment Plant. PTC Ray advised the real estate agent has spoken to the owners of the property to see if they would be interested in selling the Town of Yampa's the 3 acres that had been previously discussed. She has contacted the Town Attorney to decide if we need a new addendum or an entire new contract for the Town to buy these 3 acres for the Wastewater plant addition is needed. We are still waiting to hear back from our Town Attorney on this update.

Regional Solar Planning for Peak Power Shaving and Net Metering (old town hall building and wastewater treatment plant)

PC Ray advised the Energy Performance Contract has been a struggle. She has been working with McKinstry to get more information and understanding. Previous Clerk Ray's concern is our wastewater plant and how much money the Town will be out if we cannot put the solar array on the 3-acres we are trying to buy. McKinstry took out the wastewater plant out of the project since we do not have the sale on the 3-acres at Yampa Valley Ranch. Previous Clerk Ray advised she did not advise them to remove it. However, it is a good thing because we can do this at a future date and work on the sale of the 3-acres. The Town can move forward with the Old Town Hall and Emergency Services building per previous Board approval. This would be for the panels on the roof of the building not the heating system at the Old Town Hall and Emergency Services building. Trustee Lewis wants to know how much this will cost the town. Previous Clerk Ray advised there is no hard dollars we will have to spend. Our savings will come from the savings of electric costs. It will be offset from the solar panels. McKinstry advised if we are not saving the money that they would work on ways to offset the difference.

McKinstry advised it would be a 10-year plan to pay off the loan because of the savings we would receive from the savings of the solar panels. McKinstry advised we should save over \$12,000 a year. We are still waiting on the DOLA grant and the energy performance contract to be approved. Previous Clerk Ray advised once it is approved that is what will pay for the installation of the system. She also advised that everyone in this regional project is in the same situation as to not having the hard dollars to put this out there. McKinstry is waiting to have more information from PC Ray to help finalize the grants and loans for the Town.

Trustee Lewis made a motion to move forward with the Power Shaving contract Trustee Geilert seconded that motion. Motion passed unanimously on voice vote.

Previous Clerk Ray said concerning the heating system they are still waiting on information from a propane company for prices. Going with McKinstry for the propane boiler system is going to be a

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higher cost than if we pay for the system outright. A motion by Trustee Lewis to proceed with looking at the installation on the Town's own financing and to check with McKinstry to see if they can work on an energy performance contract for both prices. Clerk Symons and PTC Ray will research prices and get back with the Board on this. Trustee Geilert seconded this and it was passed unanimously through voice vote.

Regional Solar Utility Planning Project (regional solar array) update

Previous Clerk Ray has no new update on this project currently.

Open Trustee position

Clerk Symons advised no letters of intent have been received. She advised to the Board that the position can be open for 60 days then we will have a special election. It has been posted at the post office and in the newsletter. She advised to spread the word to the Town.

COVID-19 update

Clerk Symons advised that it is recommended to go to virtual Town Board meetings due to the current Covid-19 numbers that are rising. Other municipalities are doing the same. She advised we would like to buy 7 tablets with the CARES grant (Covid-19 relief grant) we have received to assist with the Board and Employees to be able to have meetings from home. Trustee Geilert made a motion to buy the Tablets and Trustee McLaughlin seconded it. It was passed unanimously through voice vote.

New Business

Consideration of adopting Ordinance #2020-03 The International Building Code, 2018 edition

Fire Chief Ky Cox wrote a letter stating the Fire District found the sprinkler system modification to the Building Code seems to be safe. They advised that the numerous life safety measures in the new buildings are sufficient due to the multiple alarm systems installed. The Board was happy with the modifications of the building code and voted to adopt it. Trustee Lewis made a motion to adopt this and Trustee Geilert adopted it. It was approved unanimously by voice vote.

Consideration of adopting Resolution #2020-09 for Routt County Hazard Mitigation Plan

Trustee Lewis made a motion to adopt and Trustee Geilert seconded it. It passed unanimously by voice vote.

Consideration of adopting Resolution #2020-10 for Bank of the San Juan's Signature page

Trustee Geilert made a motion to adopt this and Trustee Lewis seconded it. It was voted unanimously by voice vote. New signers to the account are Clerk Symons and Trustee Geilert

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Christmas activities discussion

With the current Covid-19 pandemic, Clerk Symons advised we need to see how we would like to proceed with our traditional Christmas Eve Event. She advised that we need to figure a way to modify this to be Covid-19 safe. She advised to the Town Board that the Town's insurance policy does not have a policy to cover if there is a current Covid-19 outbreak. Town Board okayed to order the candy bags though. We will not do popcorn balls or oranges. Clerk Symons will reach out to the Fire District to see if they are able to assist with whatever we may need that day. We will think of ideas and bring back up for final decision on the November 18th meeting.

Sheila PTO January 14th and 15th

Clerk Symons advised of no other personnel conflicts. The Town Board approved time off.

Town Facebook Page

Clerk Symons explained the benefits to having a Facebook page. This includes job openings, happenings of the town, water outages, electricity issues. She advised it would basically be a virtual newsletter. Trustee Lewis made a motion to start a Town of Yampa Facebook page and Trustee Geilert seconded it. This was passed unanimously by voice vote.

Yampa Valley Electric Announces USDA Grant Award to increase High-Speed Broadband Access in Rural Northwest Colorado

Clerk Symons advised of new broadband service brought into NW Colorado. People need to go to www.luminatebroadband.com to sign up for service to hopefully to bring it to Town of Yampa. This will help our internet service. When enough demand is in an area, they will send the fiber optic cable to Yampa. Trustee Lewis made a motion to allow this to be brought to the residents of Yampa's attention. Trustee Geilert seconded it. It passed unanimously by voice vote.

Public Works Department

PWA Samuelson expressed concerned about the lack of employment for the new water/wastewater position. He did advise he would like to do the Road and Bridge job and wanted to know what salary and on-call hours would be. The Town Board wants to address a raise to PWA Samuelson and Deputy Clerk Phillips after they see the 2021 budget. They discussed \$25.50 an hour for both. On-call hours would be split between PWS Samuelson and the new Water Wastewater employee. He would keep the 24 hour a week schedule.

The Town Board asked to reach out to Bill Queen for back up help. John Fitzgerald can be a backup for \$45 an hour plus travel time as he is from Steamboat.

PC Ray suggested that on-call hours should be changed to 5p-7a the next day.

She also advised when the new employee for water and wastewater is hired both that employee and PWS Samuelson will report directly to the Town Board not to each other.

Clerk Symons will post the Water Wastewater position in the newspaper classifieds for one more month. She will also post to Facebook jobs and to Indeed.com (a recruiting job site), as was mentioned by Trustee McLaughlin.

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Trustee Geilert made a motion to do another month in the classifieds and Trustee Lewis seconded it. It passed unanimously by voice vote.

Snowden Park fence further discussion. PWA Samuelson advised he will work on propping up the falling down fence. Clerk Symons advised we will get a request for proposals (RFP) for spring in 2021. It should be able to be paid with the Conservation Trust fund.

PWA Samuelson will be out of town on the 14th and 15th of November and also the 25th – 29th of November. Trustee Lewis will fill in for the water/wastewater duties and to clean furnaces while he is gone.

Clerk's review of possible code violations and required actions (if any) and report of ongoing business

Jenny Schmitt had a complaint about a loud generator outside her neighbor's house. Trustee Lewis made a motion to send complaint letter to Brad Newton and Trustee Geilert seconded it. It passed unanimously with a voice vote.

Reports of Committees

No reports

Meeting Reports

Museum and Heritage Fund Advisory Board (MAHFAB) – Trustee Lewis advised the grant for \$10,000 to replace the roof of the June Harris Theatre was approved.

Schedule Workshops and/or Special Meetings

Clerk Symons advised next meeting will be November 18th and virtual as voted prior.

Members and audience requests for agenda items for next meeting

None to report

Reading of Correspondence and required action if any

Correspondence was circulated for review. No correspondence required board action.

Review October financials, October meter reading report and October

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


Reading and Payment of Bills

Clerk Symons read the bills. Trustee Lewis made a motion to pay the bills, Trustee Geilert seconded the motion and the motion passed unanimously on voice vote.

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Adjournment

Mayor Drust asked for further business, hearing none he called for adjournment. Trustee Lewis made a motion to adjourn, Mayor Drust seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 10:09 pm.



Jeffrey L. Drust, Mayor

Attest:



Sheila Symons, Town Clerk
September 1, 2021