

TOWN OF YAMPA
REGULAR MEETING MINUTES
OCTOBER 6, 2021
7:00 P.M.

Meetings can now be hybrid (in-person or virtual)

Town of Yampa Regular Town Board Meeting
Wed, Oct 6, 2021 7:00 PM (MDT)
Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/715383789>
You can also dial in using your phone.
United States (Toll Free): 1 877 309 2073
United States: +1 (646) 749-3129
Access Code: 715-383-789

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

BOARD MEMBERS ABSENT:

EMPLOYEES PRESENT: Town Clerk (Clerk) Sheila Symons, Deputy Clerk (DC) Nora Phillips,
Previous Clerk (PC) Janet Ray

AUDIENCE PRESENT: Dan Nielson, Anthony Zywicki, Gary Burkholder

Call to order

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

Roll call

- Roll Call was taken

Pledge of Allegiance

- Pledge of Allegiance was recited.

Consent Agenda

- Approval of February 3, 2021 Regular Meeting Minutes
- Approval of March 3, 2021 Regular Meeting Minutes
- Approval of April 7, 2021 Regular Meeting Minutes
- Approval of April 21, 2021 Special Meeting Minutes
- Approval of May 5, 2021 Regular Meeting Minutes
- Approval of June 2, 2021 Regular Meeting Minute
 - Trustee Lewis made a motion to approve the consent agenda. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote.

Audience participation – Non-agenda items

Five-minute time limit – presentation only-Board will render no decisions

None

Audience participation – Scheduled items

None

Old Business

- Public Works Assistant Samuelson – update on Palmer’s Hay Meadow (10 minutes)
 - Correspondence in packet
 - Clerk Symons advised that the Palmers are very happy with the work that PWRB Samuelson has done on their hay meadow. Their only concern at this time is the rocks it is bringing up. It was advised the rocks will be picked up and if needed will find someone to assist. The Palmers advised that they will know more on how the meadow is working with irrigation come next Spring.
- Barbara Palmer discussion and Town Board possible decision on Bobby George Hay Meadow reimbursement (10 minutes)
 - Correspondence in packet
 - Barbara Palmer’s letter read to Town Board asking for \$2500.00 to reimburse Bobby George for the Hay Meadow he leased from her. This is regarding the water transmission line that was installed on that leased property causing issues with his hay production. Trustee Lewis made a motion to reimburse Barbara Palmer \$2500 to pay Bobby George back for the hay meadow he leased from her. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.
- Old Town Hall – Coal or Heaters – Decision to be made for Fire District (15 minutes)
 - Any additional discussion with the Fire District regarding Fire Hall
 - Fire Department has been asked to be present for meeting
 - Coal is not guaranteed, however PWRB Samuelson thinks it will not be an issue to get this year. Discussion was had advising that if coal is not available, it can be heated by electric heat as a back-up.
 - LED Lighting will be installed at Old Town Hall from McKinstry soon and Clerk Symons will advise when to the Fire District. The solar panels are installed and should be creating energy at this time.
- Consideration and decision to be made of rescinding Ordinance No. 2021-03 – An Emergency Ordinance Imposing Open Burning and Fireworks Restrictions (5 minutes)
 - Routt County moved to Rescind Stage 1 fire restrictions on 9/29/21
 - Trustee Lewis made a motion to rescind Ordinance No. 2021-03. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.
- Consideration and decision to be made of rescinding the summer water restrictions (5 minutes)
 - Trustee Lewis made a motion to rescind Ordinance No. 2021-03. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote.
- Liability Insurance updates (10 minutes)
 - The Solar Panels are being added to our liability insurance. The vacant land portion of the insurance is still being worked on. Personal property of the garage that is covered needs to be insured, and that is being worked on to find out what property it is. The Dump Truck and the International have been dropped from insurance and they are being set to be an auction for sale item as of tomorrow. Discussion was had about how much it will cost to replace buildings if we lost them and to make sure we have the coverage needed. Clerk Symons will look into more details on this.
- Town of Yampa debit card policy and approval of finalizing policy and obtaining the debit cards (10 minutes)
 - Review draft policy/amend to any changes
 - Authorization of which employees would be approved to have a card
 - Tax exempt number will be on card

- Trustee Lewis made a motion to approve the Town of Yampa debit card purchasing policy. Trustee Geilert seconded the motion and the motion passed unanimously on voice vote.

New Business

- Consideration of renewal of G & G, LLC DBA Yampa Sinclair Fermented Malt Beverage – Off Premises license (in packet) (5 minutes)
 - Clerk Symons advised of no violations. Trustee Lewis made a motion to renew G&G LLC DBA Yampa Sinclair Fermented malt Beverage liquor license. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.
- Merit Increase discussion for 2022 budget (10 minutes)
 - Discussion was had to do employee reviews in June and January of every year. It was asked to do this discussion in a workshop.
- Discussion on Janet Ray position (10 minutes)
 - To continue as is or have as a contracted position
 - Trustee Geilert made a motion on a contract labor position for PC Ray of \$12.00 per hour and no more than 50 hours per month. Trustee McLaughlin seconded the motion and the motion passed unanimously on voice vote.
- Wastewater Lagoons – Oak Creek selling aerators to Yampa (10 minutes)
 - Pumping the Lagoons – Summer 2022?
 - Will work on prices for 2022 budget
 - Clerk Symons updated the Town Board that Oak Creek is selling some used aerators for \$100.00 per aerator. ORC Scott Smith advised that he feels this would be a good start for the wastewater plant. Trustee Lewis made a motion to purchase the aerators from Oak Creek. Trustee Geilert seconded the motion and the motion passed on unanimous voice vote.
 - Scott Smith is working with the county to see if we can get the sludge removal at the same time others in the county are doing it.
- Cell phone information for Public Works for 2022 budget (10 minutes)
 - The plan with ATT would be a Firstnet plan that would be used for first responders. It will allow access to first rate cell service and be able to be used in areas that have limited cell service. Discussion on a smart phone or a flip phone was had. Trustee Lewis made a motion to follow through with getting a smart phone starting January 1, 2022. Trustee Geilert seconded the motion and the motion passed unanimously on voice vote.
- Presentation of Draft 2022 Budget (20 minutes)
 - Clerk Symons advised that a loan from the General Fund to the Water/Sewer fund would help the negative balance. Water/Sewer rate study should be done to increase rates to pay back the general fund. A budget workshop for the 20th is scheduled to discuss more.
- Clerk's review of possible code violations and required action (if any) and report of on-going business
 - The County would like to send Cordova Trailer Park a draft settlement account. The County would like to include Yampa in the process to get the trailer park cleaned up. Town Attorney Bob Weiss thinks this is a good start for Yampa and the County to work on this together. There is no exact price as to what this could cost Yampa, but this is a way to start helping to see what can be done. Nothing will need to be decided 100% the county just needs to know if Yampa would like to join in on the settlement. Trustee Geilert made a motion to join in with the county at a minimal voice for now and to see as things progress from there. Trustee McLaughlin seconded the motion and the motion passed on unanimous voice vote.

Town of Yampa
Regular meeting minutes
October 6, 2021

Reports of Committees

None

Meeting Reports

None

Schedule meetings and/or workshops

- October 20, 2021 – Planning Commission Meeting for 30 Moffat LLC
 - Public Hearing will be held with the Board of Trustees on the recommendation of the Planning Commission on the PUD Overlay Rezone Request.

Board Members and audience requests for agenda items for next meeting

- Letter to Eddie Sales regarding clean up of property/310 Roselawn

Reading of Correspondence and required action if any or any additional updates (15 minutes)

- Auditor Communication
 - No action needed
 - This normally would have been included in the Audit.
 - Any questions can be asked and will have Chris Catterson address
- PWA Samuelson will be out on the 8th, 20th-22nd of October. Will need back up on the 8th as Ben may be out on medical leave and Ben is on-call.
 - Public Works Update
 - No update from PWWW Mitchell. PWRB Samuelson has worked on locates and keeping up with the Palmer's hay meadow.
- Clerk Symons will be attending a Colorado Municipal League meeting in Rangely on 10/13/21. It is a District meeting.

Review September financials (in packet), September meter reading report, and September invoices/vouchers

- September financials were in town board and audience packets for review. The September meter reading report was not available as the meters were just read on the day of the meeting. The September invoices with completed vouchers were circulated for review.

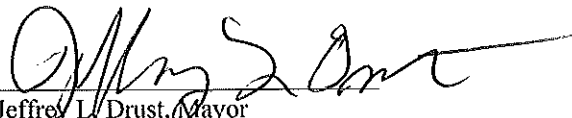
Reading and Payment of Bills

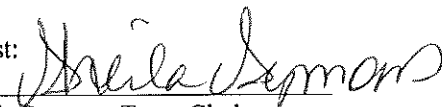
- Clerk Symons read the bills. Trustee Lewis moved to pay the bills, Trustee Geilert seconded the motion and the motion passed unanimously on voice vote.

Adjournment

- Mayor Drust asked for any additional business. Hearing none, Trustee Lewis made a motion to adjourn. Trustee McLaughlin seconded the motion to adjourn. The motion passed unanimously on voice vote. Meeting adjourned at 8:55 pm

AGENDA SUBJECT TO CHANGE 24-HOURS BEFORE SCHEDULED MEETING AUDIENCE PACKET AVAILABLE FOR REVIEW BEFORE THE MEETING


Jeffrey L. Drust, Mayor

Attest: 
Sheila Symons, Town Clerk
January 5, 2022