

Town of Yampa
Regular Meeting Minutes
September 2, 2020

TOWN OF YAMPA
REGULAR MEETING AGENDA
SEPTEMBER 2, 2020
7:00 P.M.

Due to the Covid-19 pandemic the Board of Trustees will be attending both in person and via gotomeeting. In person attendance is limited per State of Colorado public health orders and masks are required. The public is encouraged to attend via gotomeeting. audience - please call 970-638-4511 prior to the meeting if planning to attend in person.

Town of Yampa September 2, 2020 meeting
Wed, Sep 2, 2020 6:30 PM - 11:30 PM (MDT)

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/716564013>

You can also dial in using your phone.
United States (Toll Free): 1 866 899 4679
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Access Code: 716-564-013

BOARD MEMBERS PRESENT: Mayor Robert Symons, Trustees Mike Lewis, Stacey Geilert, Jeff Drust, Crystal McLaughlin (attended virtually)

BOARD MEMBERS ABSENT: none

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

AUDIENCE PRESENT: Sheila Symons, Gene Sanders

Call to order

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

Roll call

Board roll call was taken

Pledge of Allegiance

Pledge of Allegiance was recited

Approval of minutes

Consideration of approval of February 5, 2020 regular meeting minutes, March 4, 2020 regular meeting minutes, March 16, 2020 special emergency meeting minutes, and March 24, 2020 special meeting minutes (all in packet)

Trustee Lewis made a motion to approve the February 5, 2020 regular meeting minutes, March 4, 2020 regular meeting minutes, March 16, 2020 special emergency meeting minutes, and March 24, 2020

special meeting minutes. Trustee Drust seconded the motion. 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 item

Gene Sanders – request to maintain water usage allowance of 15,000 gallons for September for all users

Gene Sanders encouraged the Town Board to keep the usage allowance of 15,000 gallons for September for all users due to current drought conditions.

Trustee Lewis made a motion to allow residents a usage 15,000 gallons of water for the month of September 2020 only to encourage watering to keep the ground more wet. Trustee Geilert seconded the motion. The motion passed unanimously on voice vote.

Old Business

Water system improvements discussion of and possible action on Bobby George’s hay meadow disturbed by transmission line installation

The meadow where this crop should be was interrupted due to the installation of the water transmission line at the hay meadow leased on the Palmer’s land. It was advised that they didn’t have the best year with crops because of the current drought. But the hay meadow where the water transmission line was installed was significantly affected. Reimbursement is being asked from by the lessee from the Town due to this situation. The Town Board is asking for previous year invoices to show the amount hay in previous years compared to this year. From the paper work that was given to the Town Board it was showing about a \$6500.00 loss per the lessee, a portion from 2019 and the rest for 2020. There was discussion on when it was seeded, derocked and initial watering of the crop had happened. The Town Board was going over the numbers provided and giving their thoughts. The Town Board was discussing the drought and the current conditions. With the current information that they have Mayor Symons doesn’t think there is enough information at this point to make a decision. Trustee Lewis made a motion to table the hay reimbursement request until the October 2020 meeting to have the lessee come in to the meeting for more questions to be answered. Trustee Geilert seconded the motion. The motion passed on a unanimous voice vote.

Wastewater system improvements update and consideration of any needed approvals including use of Canadian chokecherry bushes at wastewater plant

Discussion was had to plant Canadian chokecherry bushes for beautification of the Wastewater system. It was advised those bushes are very resilient and thrive in Yampa. The purpose is to provide some sort of barrier between the plant and what would remain the Yampa Valley Ranch. There was concern on the cost of the plants in accordance to the price of the 3-acres possibly being purchased by the Town as it is about half the price of the purchase of the land. This doesn’t even account for the planting of the bushes. The root system and how fast they multiply was also discussed and how it may affect the wastewater plant. Clerk Ray explained that the town is looking at about \$12,000 for the buying of the property. It was mentioned that maybe Yampa Valley Ranch can pay for half of this beautification or checking into

another type of plant or bush that may be lower priced. Clerk Ray advised that when we went into this agreement, it was that they could chose the type of plant. She can try to go back to them regarding the Town choosing the type of plant be chosen. Willow trees may be a good option. It fits in with what is in the area already, it would match with the landscape.

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

Clerk Ray advised the Old Town Hall/Emergency Services Building and the Wastewater plant had a meeting this morning that focused on the Energy Performance Contract that each partner will be using with McKinstry Inc. using the Colorado Energy Office template and processes. This is the first step of the next phase. This step would not have a financial impact at this point to the Town. It would specify the terms and conditions from McKinstry Inc. to do the project management and construction oversight. Basically, the Town would have to agree on that scope of work now to proceed forward. She advised the town is still looking at payback being from savings for using the solar. She wanted to mention the boiler and the heating system and McKinstry Inc. is working on some numbers, and the Town may end up having some cost involved in this part of the project, but she is not sure yet as to what is covered with the grant. The next meeting is September 23, 2020. Her understanding is they need those contracts executed prior to that.

Regional Solar Utility Planning Project (regional solar array) update

This is a project for a solar garden as a regional project that Craig Colorado is spearheading. Ameresco (the solar garden company) went through the process of how the Power Purchase agreements are structured. Ameresco advised that at the end of the project (15-25 years out) the partners would own the project. Winnie Delliquadri (city of Steamboat Springs) mentioned that probably is not possible due to TABOR (Tax Payor Bill of Rights) regulations. Ameresco's thought was all the partners were debrust. The Town of Yampa's case is all revenues were debrust besides property tax. The only thing it affects is the revenues. It does not affect the other parts of TABOR that require the Town to go to a vote of the people to take other action. In this case, it would be like owning this system. Ameresco has been working with Patrick Rondinelli (DOLA SW regional manager), who is an expert in these energy related projects. Ameresco is going to go back and speak with him and figure out if there is anything else to prevent this for being a TABOR issue. The Energy Impact Grant for this project will need the same financial information as the one for the McKinstry INC. project. Clerk Ray advised that Winnie Delliquadri has eluded that the building and solar part of the project (the building and sewer part of the project) will not be going through the normal Energy Impact Cycle, that there are sustainability dollars to fund a project like this. The town should know more in the next 3 months or so regarding the building and sewer part of the project.

Personnel update

The background check and the reference checks for the 2 candidates for the Town Clerk/Treasurer position are being worked on. The Town Board's schedule was checked if they would be available for interviews the next week. The budget numbers for the Public Works and Town Clerk/Treasurer salary or hourly rates for payroll are being worked on.

COVID-19 update

PPE products are being ordered for protection against the Covid-19 pandemic.

Julie George with CDOT had brought the Can Do Covid related grant to the Clerk Ray. This is the one that Oak Creek received for doing their pocket park right off highway 131 (101 E. Main).

During that discussion there wasn't a project that they could come up with for the Town of Yampa that would be completed by the time the funds need to be spent. Clerk Ray intends to send the criteria to the Town Board and Town Staff to see if anyone can think of something that would work for the Town in the short time frame.

The County Policy Group's meeting specifically mentioned that in yesterday's meeting there was discussion on the mitigation and containment plans that the county is working on, those have to be signed off on by the Mayor, Town Boards, City Councils, law enforcement, the hospitals and public health etc. Clerk Ray passed around the "new dial" (the different levels of Covid-19). These levels are Stay at home/Safer at home. Safer at home has been split into 3 different categories (High-risk, Concern and Cautious). She advised that the Protect our Neighbors level on the dial (the county needs to be in the lowest level on the dial to be in this level) doesn't have a time line on when the draft would be available. The outcome on what level Routt County will go with is still to be determined. Routt County is doing well with their numbers at this time. There is much concern with the Restaurant Industry as far as capacity. With the criteria that is and will stay in place can be re-evaluated every 4 weeks. There has also been work done by numerous groups in the state for the ski industry for the upcoming winter for a plan to keep ski season going this coming winter.

New Business

Consideration of adopting Ordinance No. 2020-02 – An Emergency Ordinance Imposing Open Burning and Fireworks Restrictions (in packet)

Questions were asked on if gas grills were okay to use during the fireban. It was advised that gas grills are okay even during the open burning restriction. This is an updated ordinance that the Town Attorney Bob Weiss drew up in 2019. Trustee Lewis made a motion to adopt Ordinance no. 2020-02. Trustee Drust seconded the motion and the motion passed with a roll call vote.

Consideration of renewal of Hotel & Restaurant liquor license for Antlers Café and Bar, LLC, DBA Antlers Café and Bar (in packet)

Clerk Ray advised that the paperwork is in order, the fees have been paid and she is not aware of any violations. Trustee Lewis made a motion to renew the Antlers Café and Bar liquor license. Trustee Geilert seconded the motion. The motion passed with a roll call vote.

Public Works Department

PWA Samuelson to report

PWA Samuelson was able to repair the sprinkler near the Library at Yackey Park. He advised that John Salazar with JDS Roofing was able to repair the roof at the Fire Station. PWA Samuelson advised there is an issue with the control valve at the water treatment plant. He advised the valve opened up that night, he thinks it sounded like a rock coming down that pipe. On Friday he tried to shut it down on Friday and it wouldn't shut down. He has the water running on bypass at this

time. He is thinking the valve is shattered as rocks should have been able to make it down through the pipe by now.

PWA last update is that he is really getting tired of pulling double duty and working over 16 months on his own.

Clerk Ray relayed a message from Scott Smith (Operator in Charge). He advised that since the water system went a certain time without water it prompted him to call Jim Steiner with Brown's Hill. He asked Jim Steiner to look into the call out system as to find out why no one got a phone call regarding this. He wants a list of numbers from the Town that can be on the call list, so more than one person is being notified of issues. He also reported on the potable diver's inspection has come back and they look good. The first tank at the water plant where the caustic soda is added needed to be cleaned, it had about 8 inches of material and the second tank looked good.

It was advised that the residents are being notified of these water issues on the Town's website. Trustee Geifert advised that some people do not have internet. She wanted to know if there is a reverse phone tree. DC Phillips advised though that if the town does not know all the information, it is hard to report all information. Her concern is little information will cause residents to not pay attention to important events. Clerk Ray advised that she can talk to Communications to see what the Town can do. Trustee McLaughlin thinks any communication is better than no communication.

PWA Samuelson is concerned that if there is a water outage when he is out of town it can be taken care of as he will not be in range to come out to check it out. He wants to know what the towns plans are for when he is unavailable. Clerk Ray advised that Scott Smith would be the contact if that would happen. Mayor Symons asked how this was handled when it was just Tom Yackey here for Public Works. Clerk Ray advised there were people around town that were able to help.

Clerk's review of possible code violations and required action (if any) and report of on-going business

Clerk Ray advised she sent Mr. Greenwood correspondence that due to this being a civil matter, there is nothing the town could do about his problem with his neighbor regarding the post hole that was dug.

Clerk Ray communicated with Todd Carr at the Routt County Building Department. The first reading of the new Building Code will be at the October meeting and the finalization will be at the November meeting. She will go through it by that time to make sure of any changes that are being made.

Clerk Ray advised that she did receive the Health Insurance information and will make sure the Town Board and the Town Staff have that information with plenty of time for any questions.

Clerk Ray advised most of her time has been spent on minutes and personnel. She also advised she has had about 3 zoning requests that are very complicated. She also has been working on the budget too.

Reports of Committees

None

Meeting Reports

Northwest Transportation Planning Region (NWTPR) meeting – Clerk Ray

Clerk Ray advised the meeting was the 6th of August. The CDOT Region 3 staff gave updates including the state wide plan update and the CDOT project/construction update. The enhancing of Federal Land

Access Workshop which will be 9/10. That is the grant that the Town applied for in the past for Main Street repairs. Heather Snoop reported that the last 3 months they have been working on fiscal sustainability. Mike Goolsby the region's Transportation Director reported that CDOT has been working mostly on their budget. Transportation district 6 commissioner (Barbara Vasquez) has been working on rural paving. She is aware that the money has to come from somewhere, she just isn't sure where it will come from.

Flat Grant (Federal Lands Access) information was passed around. Mayor Symons asked if that is the grant that the town applied for our roads. Clerk Ray advised that is the same grant but the Town was not approved. She advised she has no idea if anything has changed that may give a better chance at getting it in the future. She should know more from the upcoming workshop.

The next meeting is November 5th.

Schedule meetings and/or workshops

Mayor Symons advised of 2 meetings next week and the next regular meeting is 16th of September.

Board Members and audience requests for agenda items for next meeting

Gene Sanders advised that he has mowed 5th and Roselawn and asking if he can install an easement. PWA Samuelson advised he does not see an issue with that. Gene Sanders also advised if the Town needs any assistance with things to please let him know.

Reading of Correspondence and required action if any

Clerk Ray passed around a correspondence in regards to Bear River Condos. Donna Corrigan is questioning if a fire sprinkler system is needed. They are wanting to make a 3rd residential unit. Per the Building Code if there are 3 or more dwellings it requires a fire sprinkler system. Clerk Ray advised that Ky Cox (the Yampa Fire District Fire Chief) would like a meeting with the Town Board regarding the correspondence to see if the Board will make an exception or not. Clerk Ray will see if the Town would be under any liability if this exception is made or not.

Clerk Ray advised that the Colorado River District will have a ballot measure on the November Election and would like a resolution for all the districts in their area. They would like to raise their Mill Levy to receive more income.

Northwest Colorado Council of Governments that inspect the elevators came to do the annual inspection of the Crossan's/Town Hall elevator. DC Phillips advised that part of his inspection was the door. The inner lock is not working which will be looked into to have it fixed. He tested the telephone in the elevator. The Town pays for a dedicated phone line for the elevator. It dialed to a company not in business any longer. She advised we were never notified that they were no longer a business. He recommended a company in Craig to help with this situation.

Clerk Ray advised that the Smithsonian Exhibit, that there will be a delay on the Crossroads exhibit. It will be delayed for 2-3 years due to the current Covid-19 pandemic.

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

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

Reading and Payment of Bills

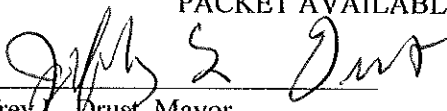
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Clerk Ray read the bills. Trustee Lewis made a motion to pay the bills. Trustee Drust seconded the motion and the motion passed unanimously on voice vote.

Adjournment

Mayor Symons asked for further business, hearing none he called for adjournment. Trustee Lewis made a motion to adjourn, Trustee Drust seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 8:58 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

August 4, 2021