

Town of Bayfield
Regular Town Board Meeting
April 8th, 2014
1199 Bayfield Parkway, Bayfield CO 81122

Town Board Members Present: Trustee Au, Trustee Davenport, Trustee Morlan, Trustee Nelson, Trustee Nyberg, Trustee Renfro, Mayor Smith

Town Board Members Absent:

Staff Present: Chris La May (Town Manager), Kathleen Cathcart (Town Clerk), Joe McIntyre (Marshal), Erin Dunavant (Finance Director), Ron Saba (Public Works Director), Jeff Robbins (Town Attorney)

Media Present: Melanie Mazur with the Pine River Times

The meeting was called to order @ approximately 6:57 p.m.

Roll Call: 7 present

Pledge of Allegiance:

Approval of Minutes: Trustee Nelson made a motion to approve the minutes from March 18, 2014 as presented. Trustee Renfro seconded.

All were in favor, motion passed unanimously.

Approval of Bills: Trustee Davenport made a motion to approve the bills dated March 19, 2014 through April 4, 2014 as presented including the bill that was sent by email today. Trustee Renfro seconded.

Roll call: 7 – 0 (Mayor Smith abstained from voting on the bill from Data Safe Services)

Motion passed unanimously.

General Public Input: No comments were offered.

Town Updates: No comments were offered.

Action Agenda Item #1: Mercy Medical Center - Presentation

Will McConnell, Administrator of Operations for Mercy Medical and Centura Physicians Group, introduced himself and several of his colleagues including; Chuck Bill, Assistant Administrator, Linda Peterson, Supervisor, Steven Lavengood, Medical Director and Rhonda Ramsier, mid-level provider. Mr. McConnell stated that he would like to thank the Town of Bayfield for allowing Mercy Medical to open the new facility and that he and his colleagues are looking forward to working in Bayfield. He also stated that the facility will be open three days a week with a combination of MD and mid-level providers.

Mayor Smith thanked Mr. McConnell for attending the Board meeting and introducing himself and the others. He also stated that he felt the Town of Bayfield would benefit from the addition of Mercy's new facility.

Trustee Morlan asked if Mr. McConnell would return in six months to give an update on the medical facility.

Mr. McConnell stated that he would like to return with an update on the facility.

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Action Agenda Item #2: Recognition Of Outgoing Town Board Members

Mayor Smith thanked Trustee Debbi Renfro and Trustee Tom Au for their years of service as Town of Bayfield Board Trustees. Mayor Smith presented Trustee Renfro and Trustee Au with plaques memorializing their service.

Trustee Renfro stated that it had been a pleasure serving on the Board of Trustees.

Trustee Au stated that it had been fun serving on the Board of Trustees but he was looking forward to some free time.

Action Agenda Item #3: Board Of Trustees – Oath Of Office

Town Clerk Cathcart swore in the newly elected Trustees, Michelle Nelson, Matthew Salka and James Sanders.

Action Agenda Item #4: Appointment Of Mayor Pro-Tem

Trustee Salka made a motion to nominate Trustee Nelson for the position of Mayor Pro-Tem. Trustee Davenport seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #5: Appointment Of Town Clerk, Town Treasurer, Town Attorney, Town Marshal, Town Judge, Town Manager, Public Works Director

Mayor Smith stated that the new Board of Trustees would need to appoint the Town Clerk, Town Treasurer, Town Attorney, Town Marshal, Town Judge, Public Works Director and the Town Manager.

Trustee Nelson made a motion to appoint Kathleen Cathcart as Town Clerk. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Trustee Morlan made a motion to appoint Erin Dunavant as Town Treasurer. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Trustee Davenport made a motion to appoint Jeff Robbins as Town Attorney. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Trustee Morlan made a motion to appoint Joe McIntyre as Town Marshal. Trustee Nyberg seconded.

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Roll call: 7 – 0

Motion passed unanimously.

Trustee Nelson made a motion to appoint Jim Casey as Town Judge. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Trustee Davenport made a motion to appoint Ron Saba as Public Works Director. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Trustee Davenport made a motion to appoint Chris La May as Town Manager. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #6: Appointment Of Planning Commission Members

Town Manager La May stated that the Planning Commission consists of seven members. Five members are appointed by the Mayor and approved by the Town Board of Trustees. The Mayor and one Town Board member serve as ex-officio members. Trustee Nyberg currently serves as an ex-officio member and has expressed his desire to continue doing so. The Planning Commission currently has two vacant seats. Commissioner Heyman has resigned and Chair Sanders' position has been vacated by his election to the Town Board of Trustees. Staff is recommending that Commissioner Mozgai be appointed to a four year term as the Chair of the Planning Commission.

Trustee Morlan made a motion to appoint Joe Mozgai to the position of Chair of the Planning Commission. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Town Manager stated that staff would advertise for applicants interested in filling the vacant seats on the Planning Commission.

Action Agenda Item #7: Consideration Of Appointments To La Plata County Economic Development Alliance, Regional Housing Alliance, Southwest Regional Transportation Planning Commission, Region 9 Economic Development District, and Southwest Colorado Council Of Governments

Mayor Smith stated that each Board member is asked to represent the Town of Bayfield by occupying a seat on the board of either the La Plata County Economic Development Alliance, Regional Housing Alliance, Southwest Regional Transportation Planning Commission, Region 9 Economic Development District or the Southwest Colorado Council of Governments.

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Mayor Smith stated that he currently represents the Town on the La Plata County Economic Development Alliance Board.

Trustee Sanders stated that he would like to participate on the board for Region 9.

Town Manager La May stated that Finance Director Dunavant is the Town's representative with Region 9. He also stated that he would be glad to step aside and let Trustee Sanders take over his position as the alternate representative for Region 9.

Trustee Nelson stated that she would like to remain as the representative with the SWCCOG.

Trustee Davenport stated that she would like to remain as the representative with the RHA.

Trustee Salka stated that he would like to represent the Town with the SWTPR.

Trustee Morlan stated that he would like to remain as the representative with the Senior Board.

Action Agenda Item #8: Set Date For Board Orientation And Workshop

Town Manager La May stated that some Board members have expressed an interest in visiting some of the Town's facilities including the Water Treatment Plant and the Waste Water Facility. Staff would like the Board's opinion on a date to conduct a tour of town facilities and possibly have a Board Retreat to discuss priorities going forward.

Mayor Smith stated that we should consider a date sooner rather than later.

Trustee Sanders stated that Saturday mornings would work well for him.

Trustee Salka and Trustee Nelson both stated that Saturdays did not work for them because of youth sports activities.

Mayor Smith asked Town Manager La May to send an email to the Board with a couple of different options for dates and see what works best for everyone. Mayor Smith also stated that he would like each Department Director to give a short presentation describing his/her department.

Action Agenda Item #9: Consideration Of Contract With Goff Engineering For Sunrise Estates Drainage Improvements

Town Manager La May stated that this has been an ongoing issue that has taken a lot of time to resolve. Staff now has all of the easements in place that are necessary to put the drainage facilities on the East side of Sunrise Estates. Goff Engineering was the engineer that originally designed the drainage facilities that exceeded the budget. After looking at alternatives, a lined ditch system will be used. Goff Engineering retains most of the topographic information and coincidentally the person that reviewed the plans on behalf of Souder Miller, the Town Engineer, now works for Goff Engineering. Because of their knowledge and history with this project staff feels that it would be more economical and is recommending moving forward with a contract with Goff Engineering for the Sunrise Estates Drainage Improvement Project at an amount not to exceed \$10,923.00.

Trustee Davenport asked what the response was from residents at the HOA meeting.

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Town Manager La May stated that he had provided a plan of the lined ditch system and the HOA Board seemed to be happy with this solution.

Trustee Morlan made a motion to contract with Goff Engineering for the Sunrise Estates Drainage Improvement Project for an amount not to exceed \$10,923.00. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #10: Board Reports (SWCCOG, LPCEA, RHA, SWTPR, Region 9, Other)

Town Manager La May stated that he had included a report on the SWCCOG in the Board Packet.

Mayor Smith stated that he had missed the last LPCEA meeting.

Trustee Davenport stated that RHA will meet tomorrow.

Town Manager La May stated that the SWTPR voted to change their contract for administrative services to the SWCCOG.

Trustee Morlan stated that Region 9 will meet on April 24, 2014.

Trustee Morlan stated that the Chamber of Commerce will meet at the Bayfield Town Hall on Thursday April 10, 2014 at 5:30 pm.

Trustee Nyberg stated that the Planning Commission will meet next week.

Action Agenda Item #11: New/Unfinished Business

Town Manager La May stated that he had received an invitation to attend an event at the Billy Goat Saloon promoting Gem Village businesses.

Town Manager La May stated that a Visioning Exercise hosted by Region 9 will be held on April 29, 2014 from 6 pm to 8 pm at the Bayfield Senior Center.

Town Manager La May stated that the Town along with Upper Pine Fire and the Forest Lakes Metro District will be hosting a party in honor of Dirk Nelson on April 24, 2014 from 5 pm to 8 pm at the Bottom Shelf Brewery.

Town Manager La May stated that the CML Annual Conference will be held in Breckenridge Colorado June 17 through June 21, 2014.

Mayor Smith stated that he would recommend that the new board members try to attend the CML Conference.

Town Manager La May stated that Rural Philanthropy Days will be in Pagosa Springs June 11 through June 13, 2014.

Town Manager La May stated that after discussions with Town Attorney, Jeff Robbins, Wright Water Engineers and Steve Harris with Harris Engineering, staff is recommending that the Town of Bayfield contract with Peggy Montano for Water Attorney services.

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Town Attorney Robbins stated that he would testify to Ms. Montano's good work. He would recommend contracting with her.

Mayor Smith directed Town Manager La May to make the arrangements for a contract with Ms. Montano.

Town Attorney Robbins stated that he will be meeting with Dirk Nelson on Sunday to pick up the Town of Bayfield legal files.

Town Manager La May stated that Roger Zalneraitis will be occupying an office in the Bayfield Town Hall once a month beginning on April 14, 2014.

Trustee Nelson asked if there was an update regarding the Town of Bayfield sign on Mill Street.

Public Works Director Saba stated that we would be redoing the sidewalk so that the crosswalk would go straight across Mill Street eliminating the need to relocate the sign.

Trustee Nelson asked if the Board needed to respond to the opinion published in the Pine River Times regarding the election.

Mayor Smith stated that what was quoted in the paper was inaccurate and he does not feel that we should respond.

Town Manager La May stated that with HB1164 there were some changes in requirements relating to municipal elections. With these changes, the Town was not required to comply with the 45 day deadline to deliver ballots to uniformed military and oversees electors.

Trustee Davenport asked how all of the events on March 22nd turned out.

Trustee Nelson stated that she thought the turn out for the preschool event was good.

Town Manager La May stated that the Pine River Shares attendance was not quite as high as it has been, but was still worthwhile.

Ron Dunavant stated that the Lions Club event was sold out.

Trustee Davenport stated that she has noticed a problem with the prairie dogs again on Clover Drive.

Trustee Salka stated that his company had received a call from the school district and has a meeting scheduled to discuss the problem with the prairie dogs.

Trustee Morlan stated that he was reading the Board Protocol and asked if the Town has a copy of Roberts Rules of Order.

Town Manager La May stated that he does have a copy of Roberts Rules of Order.

Mayor Smith stated that the Town will provide an email address for the board members that would like one. He also stated that board packets are delivered electronically to conserve on costs. He reminded the board that their point of contact with staff is Town Manager La May.

Meeting was adjourned at 8:20 pm.