

**Town of Bayfield**  
**Regular Town Board Meeting**  
**May 20<sup>th</sup>, 2014**  
**1199 Bayfield Parkway, Bayfield CO 81122**

**Town Board Members Present:** Trustee Morlan, Mayor Pro-Tem Nelson, Trustee Nyberg, Trustee Salka, Trustee Sanders

**Town Board Members Absent:** Trustee Davenport, Mayor Smith

**Staff Present:** Chris La May (Town Manager), Kathleen Cathcart (Town Clerk), Joe McIntyre (Marshal), Jeff Robbins (Town Attorney)

**Media Present:** Carol McWilliams with the Pine River Times.

The meeting was called to order @ approximately 7:03 p.m.

**Roll Call:** 5 present 2 absent

**Pledge of Allegiance:**

**Approval of Minutes:** Trustee Nyberg made a motion to approve the minutes from May 6, 2014 as presented. Trustee Salka seconded.

All were in favor.

Motion passed unanimously.

**Approval of Bills:** Trustee Nyberg made a motion to approve the bills dated May 7, 2014 through May 16, 2014 as presented. Trustee Salka seconded.

Roll call: 5 – 0

Motion passed unanimously.

**General Public Input:** No comment was offered.

**Town Updates:** Trustee Morlan asked if the issue of rerouting traffic at the High School had been resolved. Town Manager La May stated that he suggested to the School District that they complete an impact study. There has been no response from the School District at this time.

Town Manager La May stated that he had been contacted by the owners of the Fox Farm Tower. They are making arrangements to clean up the area and secure the building.

Trustee Sanders asked about the annexation and potential indoor riding arena on the Dove Ranch property purchased by the Pine Valley Church. Town Manager La May stated that the property was annexed into Bayfield Town limits and is currently zoned for single family residential structures. The church is contemplating a riding arena on the 11 acres, which would require a rezoning of the property.

Trustee Morlan stated that the Town had received a nice letter from the Department of Health and that the Board of Trustees appreciates the good job done by Public Works Director Saba and his staff.

Trustee Nyberg asked if delaying the Bridge Project was going to cause problems in the future. Town Manager La May stated that with the Federal money received for this project come requirements that have to be met. One of those requirements is that we follow the Uniform Relocation Act to obtain easements. We are required to hire a third party to negotiate these easements with the property owner. This will take some time and could

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delay the project. The best time to construct the bridge is when the river level is down. This would generally be in the fall and winter months. Staff has been notified that we have been authorized for 2015 funding for both bridges. Construction will likely begin in the fall of 2015.

**Public Hearing:** Town Manager La May stated that the Pine River Centennial Rotary Club has submitted an application for a Special Event Liquor License for July 4<sup>th</sup> and September 27<sup>th</sup>, 2014. The application, along with all appropriate fees, was submitted to the Town Clerk on April 16<sup>th</sup>, 2014. The Board of Trustees granted permission to the Rotary Club for use of Joe Stephenson Park on April 22<sup>nd</sup>, 2014. The notice of the Public Hearing was posted at the park on April 23<sup>rd</sup>, 2014.

No public comment was offered.

**Action Agenda Item #1: Consideration Of Approval Of Special Event Liquor License For Pine River Centennial Rotary Club For July 4 And September 27, 2014**

Trustee Morlan made motion to approve the Special Event Liquor License for the Pine River Centennial Rotary Club for July 4<sup>th</sup> and September 27<sup>th</sup>, 2014. Trustee Nyberg seconded.

Roll call: 5 – 0

Motion passed unanimously.

**Action Agenda Item #2: Consideration Of Award Of Contract To Old Castle, DBA Four Corners Material For The 2014 Resurfacing Project**

Town Manager La May stated that the bids for this project were opened at 9:00 am on Friday May 9<sup>th</sup>, 2014. Two bids were received for this project, one from Old Castle dba Four Corners Material, the other from Elam Construction. The low bid received was from Old Castle in the amount of \$952,712.65 including Alternative #1. Staff is recommending approval to award the contract to Old Castle dba Four Corners Material.

Trustee Morlan made a motion to award the 2014 Street Resurfacing Project to Old Castle Southwest Group Inc. dba Four Corners Material in an amount not to exceed \$952,712.65. Trustee Nyberg seconded.

Roll call: 5 – 0

Motion passed unanimously.

**Action Agenda Item #3: Discussion And Possible Action – Resolution 318, A Resolution Of The Town Of Bayfield, Colorado Adopting And Creating Policies And Procedures For Naming Or Renaming Town Property**

Town Manager La May stated that he had been working with Parks and Recreation Director Scott Key to develop a written policy for the process of naming or renaming parks, buildings and facilities. Staff feels that a written policy would provide guidance to them when they are approached about renaming a park or other facility.

Mayor Pro-Tem Nelson asked if this was an urgent matter or if the Board of Trustees would have time to consider the resolution.

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Town Manager La May stated that he felt the Board had some time to consider the resolution. He also stated that based on past experience, a policy would provide staff the guidance to handle situations when approached about renaming facilities.

Trustee Morlan stated that his initial reaction would be that this is giving staff too much direction. Trustee Sanders stated that he agreed with Trustee Morlan. He also asked if the Board would be looking at each item individually.

Town Manager La May stated that if someone wanted to rename a park or a facility, we could look to this policy and suggest that it be named based on a neighborhood identification marker, natural or geological feature, some great cause or idea, or a living person that has made a significant contribution to the park.

Trustee Sanders asked if we would be dealing with the town parks and facilities individually.

Town Manager La May stated that there was not a plan to rename any park or facility at this time. This policy would give guidance in the future. This is consistent with what other communities do.

Trustee Morlan asked if there was a way to provide guidelines to staff without passing a resolution.

Town Manager La May stated that adopting a policy is usually done by adopting a resolution.

Mayor Pro-Tem Nelson asked how the current naming of town property is done.

Attorney Robbins stated that streets are usually named by the developer of the subdivision.

Mayor Pro-Tem Nelson stated that she would like to continue this discussion when the full Town Board is present.

Trustee Morlan stated that he feels these decisions should be made by the Board on a case by case basis.

Town Manager La May stated that he feels the policy would prevent the Board from having to make a decision in front of a potentially contentious audience.

Mayor Pro-Tem Nelson stated that her opinion is on the fence at this time.

Trustee Nyberg stated that he was in support of the staff's direction.

Mayor Pro-Tem Nelson stated that they would postpone this discussion so that all board members can give their opinion.

**Action Agenda Item #4: Board Reports (SWCCOG, LPCEA, RHA, SWTPR, Region 9, Other)**

Mayor Pro-Tem Nelson stated that the SWCCOG has not met since the last Town Board Meeting.

Town Manager La May stated that he and the Mayor both missed the LPCEA meeting.

Trustee Morlan stated that the company that purchased Mercury was discussed at the LPCEA meeting.

Town Manager La May stated that the RHA meeting was canceled.

Trustee Salka stated that SWTPR will meet June 27, 2014.

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Trustee Sanders stated that Region 9 has funded 120 businesses and only have a 5% loss history in 7 years.

Trustee Morlan stated that Region 9 is working with Melanie Mazur from the Bayfield Chamber of Commerce to provide information on possibly attracting a motel to this area.

Town Manager La May stated that the Senior Board met last week and they have scheduled a BBQ for the first Tuesday in June.

Trustee Nyberg stated that the Planning Commission discussed the issue of Zircons, but did not make any decisions.

**Action Agenda Item #5: New/Unfinished Business**

Town Manager La May stated that Trustee Davenport had sent an email requesting that the board consider rescheduling the June 17<sup>th</sup> and the July 1<sup>st</sup> meeting because of the CML Conference in June and the 4<sup>th</sup> of July preparations. He also stated that the only person attending the CML Conference is Mayor Smith.

The Board agreed to leave the meetings as scheduled.

Town Manager La May stated that Mr. Mike Pacha has asked about the Town installing signs in the vicinity of the roundabout to direct travelers to the businesses in Bayfield Center.

Mayor Pro-Tem Nelson stated that the business owners in Bayfield Center should put a proposal together of what they want and present it to the Town Board.

Trustee Nyberg stated that some businesses have blue signs on Hwy 160 advertising their business.

Trustee Nyberg asked how things were coming with the Tattoo Shop.

Town Manager La May stated that the Tattoo Shop has provided their licenses from the Health Department and have been issued a Town of Bayfield Business License.

Mayor Pro-Tem Nelson asked if staff was still negotiating a contract with USA Communications.

Town Manager La May stated that there is still one outstanding issue with the contract.

Mayor Pro-Tem Nelson asked if the Town has a purchasing policy regarding buying locally.

Town Manager La May stated that we do have a purchasing policy. That policy states that if the business is within 5 miles of town and the price is within 10% of the lowest price elsewhere we will purchase from the local store.

Mayor Pro-Tem Nelson stated that she would like to put this item on an agenda and discuss it.

Trustee Morlan stated that he thinks we should establish a committee to campaign for the proposed tax increase.

Town Manager La May stated that Town funds could not support the committee but he would welcome the help from those who would like to campaign for the tax increase.

Trustee Morlan stated that he would try to find volunteers.

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Trustee Nyberg made a motion to adjourn. Trustee seconded.

All were in favor.

Motion passed unanimously.  
Meeting was adjourned at 7:45 pm.