

Town of Bayfield
Regular Town Board Meeting
July 15th, 2014
1199 Bayfield Parkway, Bayfield CO 81122

Town Board Members Present: Trustee Davenport, Trustee Morlan, Trustee Nelson, Trustee Nyberg, Trustee Salka, Trustee Sanders, Mayor Smith

Town Board Members Absent:

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

Media Present: Carol McWilliams with the Pine River Times.

The meeting was called to order @ approximately 7:10 p.m.

Roll Call: 7 present

Pledge of Allegiance:

Approval of Minutes: Trustee Davenport made a motion to approve the minutes from July 1, 2014 as presented. Trustee Nelson seconded.

All were in favor.

Motion passed unanimously.

Approval of Bills: Trustee Davenport made a motion to approve the bills dated July 2, 2014 through July 11, 2014 as presented. Trustee Sanders seconded.

Roll call: 7 – 0

Motion passed unanimously.

General Public Input: Mr. David Black, 606 S. Buck Highway, stated that the Town did a good job with the 4th of July festivities and he was appreciative that the fireworks were held downtown in Joe Stephenson Park. He also stated that he is upset that the Town does not base its sewer rates on water usage. Also, he does not feel that it is appropriate that he is charged full rate for the sewer service to a building that is vacant.

Mayor Smith thanked Mr. Black for his comments.

Town Updates: Trustee Morlan stated that in years past the Town Board entered a float in the July 4th parade. He would like to see this happen again.

Action Agenda Item #1: Presentation of 2013 Audit – Hinton Burdick CPA's and Advisors

The 2013 Audit was presented by Chad Atkinson with Hinton Burdick CPA's and Advisors, via a Power Point presentation.

Trustee Morlan asked why the Plant Investment Fees in the Water Fund were not labeled as Restricted Funds.

Town Manager La May stated that the Plant Investment Fees were kept in a separate bank account to accumulate interest. These funds are earmarked for future plant expansion in the budget.

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Mr. Atkinson, via telephone, stated that the Plant Investment Fees could be relabeled as Restricted Funds, if that is what the Board desired.

Town Manager La May stated that during the budget process, fund balances are assigned. He also stated that the Plant Investment Fees could be restricted but he did not feel that it was a good idea to restrict all assets.

Mr. Atkinson stated that funds are usually restricted because of an external source or because of a State law.

Mayor Smith thanked Mr. Atkinson for providing the Power Point Presentation and for phoning into tonight's meeting.

Action Agenda Item #2: Gas Line Upgrades – Source Gas

Town Manager La May stated that Mr. Rick Mitzelfelt and Mr. Lorenzo Jaramillo with Source Gas are in attendance tonight to give an update on the upgrades to the natural gas lines in the Town of Bayfield. A map and project overview was included in the Board packet.

Mr. Rick Mitzelfelt, Project Manager, with Source gas introduced himself and Mr. Lorenzo Jaramillo, Supervisor with Source Gas for the Pagosa Springs and Bayfield areas.

Mr. Mitzelfelt stated that Source Gas will be replacing the main natural gas line through the Town of Bayfield. The line will be increased in size and pressure. He also stated that he has been working with Town Manager La May and Public Works Director Saba on a temporary solution for the support of the gas lines while the new bridges are being constructed. The gas line is currently suspended from the Twin Bridges. Source Gas is also working with the Army Corp. of Engineers looking into the possibility of burying the gas line under the Pine River.

Mayor Smith asked if the line through the Town of Bayfield would connect to the new line at Forest Lakes.

Mr. Jaramillo stated that the lines would connect.

Mayor Smith asked if the inadequate size of the line in the Town of Bayfield was the reason the Forest Lakes line was not complete.

Mr. Jaramillo stated that environmental issues are the reason the Forest Lakes line is incomplete.

Action Agenda Item #3: Discussion and Possible Action – Fox Farm Tower

Town Manager La May stated that he was expecting a representative from the La Plata County Community Development Corp. He also stated that we had applied for a Historical Assessment Grant through the Colorado Historical Society. A draft version of the grant was submitted. The grant is for \$10,000.00 with no match. After adding the cost of the consultant we were told the cost of this assessment would be \$14,500.00. There is a stipulation in the grant that allows you to request more than \$10,000.00 with justification for the additional funds. Staff is asking if the Board wants to resubmit the application and proceed with the Historical Assessment.

Trustee Morlan asked why the Board was involved in this process. He does not view the Fox Farm Tower as a historical structure.

Town Manager La May stated that this subject was discussed a year and a half ago. The direction at that time was to apply for the Historical Assessment Grant, find out what the costs were going to be and then make a determination on what to do with the tower.

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Trustee Nelson asked what the property owners want to do.

Trustee Davenport stated that, at one time, the property owners wanted to give the property to the Town of Bayfield.

Mayor Smith stated that the property owners do not want to spend any money on the tower.

Town Manager La May stated that we could table this discussion until a representative from La Plata County Community Development Corp. could attend a meeting.

Trustee Davenport stated that the application is ready to submit. She doesn't see any harm in submitting the application.

Trustee Salka asked if the grant is approved and the assessment determines that the tower has historical value, is the Town of Bayfield then responsible for the repairs and maintenance.

Trustee Nelson stated that the approval of the grant does not commit the Town to anything.

Mayor Smith stated that the tower belongs to the CDC and all the Town is trying to do is get them to take care of their property.

Town Manager La May stated that because the Town of Bayfield is a public entity we would have more success in applying for the grant. If the grant application is successful there will be some administrative costs incurred by the Town. These costs will not be recouped by the grant.

Mayor Smith asked the Board if they wanted staff to submit the application.

Trustee Morlan made a motion to submit the grant application to the Colorado Historical Society. Trustee Nelson seconded.

Roll call: 4 – 3 (Trustee Morlan, Trustee Nyberg and Trustee Sanders voted against)

Motion passed.

Action Agenda Item #4: Consideration of Resolution 319, A Resolution of the Town of Bayfield, Colorado Acting Through the Bayfield Water Enterprise, Amending Rates and Charges for Bulk Water Service Provided by the Town

Town Manager La May stated that approval of Resolution #319 will formally adopt a new rate for water sales at the Water Salesman.

Trustee Nelson made a motion to approve Resolution #319, a resolution of the Town of Bayfield, Colorado acting through the Bayfield Water Enterprise, amending water rates and charges for bulk water service provided by the town. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

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Action Agenda Item #5: Consideration of Approval of an Easement Agreement between Robert A. Lieb and Meredith W. M. Lieb and the Town of Bayfield for Temporary Construction Staging and Access

Town Manager La May stated that this temporary easement would be used for access and construction staging for the Sunrise drainage repairs that are being designed. In exchange for this easement, the Town will pay the property owners \$200.00 and provide weed spraying on the property. The easement will expire on December 31, 2014.

Trustee Morlan made a motion to approve the Easement Agreement dated June 30, 2014 between the Town of Bayfield and Robert A. Lieb and Meredith W. M. Lieb. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #6: Consideration of Work Change Directive for the 2014 Sewer Replacement Project For Water Valve Installation

Town Manager La May stated that staff would like to issue a work change directive to Crossfire, LLC. as part of the 2014 Sewer Replacement Project, to install two or three water valves. The area in which the valves will be installed will already be exposed. Staff feels that it would be beneficial to install these valves prior to resurfacing. The gate valves will make it possible to isolate the North and South sides of US Hwy 160. The installation of these valves would be paid for out of the Water Fund.

Trustee Davenport asked how long it would take to install the valves.

Public Works Director Saba stated that the time frame depends on what is found when the lines are excavated. Things should be fairly simple. A Hydro X truck will be used to excavate the lines, the valve clusters will be built on the ground and then installed during the night time hours, so not to disrupt businesses.

Trustee Nelson stated that the local businesses will appreciate the work being done during the nighttime hours.

Trustee Davenport made a motion to approve Work Change Directive #1 for the 2014 Sewer Replacement Project. Trustee Salka seconded.

Trustee Nelson stated that this would benefit her business. She asked if she should abstain from voting.

Attorney Robbins stated that it was appropriate for Trustee Nelson to vote.

Trustee Morlan asked if the cost was estimated at \$12,650.00.

Town Manager La May stated that \$12,650.00 was an estimate for the installation of two valves. The actual cost will not be known until the work is complete. At that time the Board will be asked to approve a change order with the exact amount.

Roll call: 7 – 0

Motion passed unanimously.

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**Action Agenda Item #7: Consideration of Participating in the November 4, 2014 General Election
Coordinated by the La Plata County Clerk**

Town Manager La May stated that it is time to start planning for the election in November. The first step is to notify the County Clerk that the Town of Bayfield is going to participate in the General Election coordinated by the La Plata County Clerk.

Trustee Davenport asked if a motion is made and passed will staff still be able to host the Sales Tax Forums.

Attorney Robbins stated that staff could still host the Sales Tax Forums.

Trustee Salka made a motion for the Town of Bayfield to participate in the General Election coordinated by the La Plata County Clerk and direct staff to notify the La Plata County Clerk of such action. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #8: Board Reports (SWCCOG, LPCEA, RHA, SWTPR, Region 9, Other)

Trustee Nelson stated that the SWCCOG will meet on August 1, 2014.

Mayor Smith stated that the main discussion at the LPCEA meeting was about development at the Durango Airport.

Trustee Davenport stated that discussion at the RHA meeting was about the request by Colorado Housing Inc. for RHA to take over the deed restriction enforcement in the Fox Farm Subdivision.

Trustee Salka stated that SWTPR will meet on August 1, 2014.

Trustee Sanders stated that he would be attending a loan processing meeting on July 23, 2014. He will also be attending a meeting in Ignacio on July 31, 2014. He also stated that Region 9 has a STEM (Science, Technology, Engineering and Mathematics) Program and they have placed five high school interns with local companies this summer.

Trustee Nyberg stated that the Planning Commission redefined the definition of storage containers and Zircons. This item will be put in front of the Board of Trustees.

Trustee Morlan stated that the Senior Board is still discussing the sale of their bus.

Action Agenda Item #9: New/Unfinished Business

Town Manager La May asked if the Board of Trustees were alright with RHA taking over the deed restriction enforcement in the Fox Farm Subdivision.

Mayor Smith stated that staff did not have time to monitor these restrictions and items like this is why the Town pays into the RHA.

The Board agreed.

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Town Manager La May states that he is hosting a Sales Tax Forum at Town Hall on July 17, 2014 at 12:00 pm and 6:00 pm and again on July 29, 2014 at 6:00 pm.

Trustee Nelson asked if the fence was going to be removed from the Water Salesman.

Town Manager La May stated that he would contact the owner of the fence and make it a formal request to have it removed.

Trustee Davenport asked where the next Access Plan Meeting with CDOT would be held.

Town Manager La May stated that the Access Plan Open House will be held August 14, 2014 at the Town Hall at 6:00 pm.

Trustee Morlan asked if staff would look into getting a plaque to memorialize Joe Stephenson Park. He would also like a plaque attached to the planter in Joe Stephenson Park memorializing Herm Harrmann.

Mr. Harrmann was a past Mayor for the Town of Bayfield. He was also a mason by trade and he built and donated the planter that is located at the corner of Bayfield Parkway and Mill Street in Joe Stephenson Park.

Town Manager La May stated that he would do some research and bring some options back to the Board.

Meeting was adjourned at 8:31 pm.