

**Town of Bayfield
Regular Town Board Meeting
September 17, 2013
1199 Bayfield Parkway, Bayfield CO 81122**

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

Town Board Members Absent:

Staff Present: Chris La May (Town Manager), Kathleen Cathcart (Town Clerk), Joe McIntyre (Marshal), Erin Dunavant (Finance Director), Dirk Nelson (Attorney)

Media Present: Carol McWilliams (Pine River Times)

The meeting was called to order @ approximately 7:00 p.m.

Roll Call: 7 present 0 absent

Pledge of Allegiance:

Approval of Minutes: Trustee Nelson made a motion to approve the minutes from September 3, 2013 as presented, Trustee Au seconded.

Motion passed unanimously.

Approval of Bills: Trustee Davenport made a motion to approve the bills dated September 4 through September 13, 2013, Trustee Renfro seconded.

Roll call: 7 – 0

Motion passed unanimously.

General Public Input: Judy Poe with the Pine River Public Library asked the Board of Trustees for their support in a combined effort with local groups and organizations including Bayfield Parks and Recreation in establishing monthly community potluck dinners.

Town Updates: Trustee Davenport asked if the open forum regarding the floodplain should be rescheduled considering F.E.M.A. and the Water Conservation Board will not be attending. Town Manager La May stated that he was planning on holding the meeting as scheduled. Trustee Nelson asked what the next step was regarding the Bayfield Center landscaping. Town Manager La May stated that he would make this an agenda item at the next meeting so the Board of Trustees could discuss in detail what they think should be done.

Public Hearing: Special Event Liquor License – Pine River Library District

Town Manager La May stated that the Friends of the Pine River Public Library are requesting approval of a Special Events Liquor License for October 13th, 2013 for the Library Gardens Grand Opening at 395 Bayfield Center Drive.

Mayor Smith asked for public comment and none was offered.

Action Agenda Item #1: Special Event Liquor License – Pine River Library District

Trustee Nelson made a motion to approve the application for a Special Event Liquor License on October 13, 2013, Trustee Nyberg seconded.

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Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #2: Liquor License Renewal – Chavolo’s Mexican Restaurant

Town Manager La May stated that this is a standard renewal for Chavolo’s Mexican Restaurant.

Trustee Davenport made a motion to approve the liquor license renewal application for Chavolo’s Mexican Restaurant, Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #3: Consideration of Ordinance 381, An Ordinance Amending Chapter 9, Article 10 and Article 39, of the Town of Bayfield Municipal Code Regarding Possession of Marijuana, Marijuana Products and Marijuana Accessories

Marshal McIntyre stated that in light of Amendment 64 we needed to make some changes and amendments in the current reading of our Town Code in how the Marshal’s Office deals with possession of marijuana so that it falls in line with the legal possession of anyone 21 or older and also to make some clarifications on definitions of drug paraphernalia and accessories. Another additional item that was added relates to where and how marijuana can be grown.

Trustee Au made a motion to approve Ordinance #381, Trustee Davenport seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #4: Consideration of Approval of Souder Miller and Associates – Task Order No. 7 – 2014 Sewer Rehabilitation Project

Town Manager La May stated that we have approval for a loan and a grant for the infiltration project. Because we are utilizing dollars from the Colorado Water Power Development Authority, we are required to comply with the Department of Health site application and preliminary engineering review. This was done initially when the loan was approved. Now with the approval of the grant the scope of work has changed to include some actual line replacement. The preliminary engineering report needs to be updated and resubmitted to the Department of Health for their approval. Once that is complete we will have to submit an engineered design report. Upon that approval we will put the project out to bid. This task order takes us through construction, observation and completion of the project.

Trustee Davenport asked if resubmitting the engineering report would cause Colorado Water Power Development Authority to reconsider.

Town Manager La May stated that the likelihood is minimal.

Trustee Nelson asked if the full amount of this project would come out of this year’s budget.

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Town Manager La May stated that approximately \$10,000.00 would come out of this year's budget and the bulk of the money will be spent in 2014.

Trustee Au stated that he thought \$65,000.00 was a large amount for engineering costs for this project.

Town Manager La May stated that this is a \$900,000.00 project and in most instances 10% of the total cost is used for engineering and design.

Trustee Morlan made a motion to approve Task Order #7, Trustee Nelson seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #5: Presentation of the 2014 Preliminary Budget

Town Manager La May stated in accordance with Colorado State Statues, staff needs to have a preliminary budget presented to the Board of Trustees before October 15th, 2013.

Town Manager La May gave the Board of Trustees a brief overview of the preliminary 2014 budget.

Town Manager La May suggested setting a date for a Town Board Workshop to discuss the proposed budget.

Mayor Smith asked how many Public Hearings have to be held before the Board of Trustees can adopt the budget.

Town Manager La May stated that one Public Hearing needed to be held prior to November 15th, 2013.

Mayor Smith asked how many workshops should be scheduled to discuss the budget.

Town Manager La May suggested that they set a date for one workshop and then decide later if additional workshops are needed.

The Board agreed to schedule a workshop on Thursday October 10th, 2013 at 6:00 pm.

Action Agenda Item #6: Board Reports (SWCCOG, LPCEA, RHA, SWTPR, Region 9)

Trustee Nelson stated at the SWCCOG meeting there was a presentation regarding a service line warranty program.

Mayor Smith stated that he was offered the same service from the natural gas company.

Trustee Nelson stated that SWCCOG will be interviewing for a new Executive Director on October 3rd, 2013.

Mayor Smith stated that the Alliance is prepping for the Economic Summit on October 23rd, 2013 at the Sky Ute Casino. The ex-vice president of Apple will be the key note speaker.

Trustee Davenport stated that RHA has not had a meeting this month.

Town Manager La May stated that RHA is holding an event to recognize their 100th client.

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Trustee Renfro stated that the SWTPR meeting is on September 27th, 2013.

Trustee Morlan stated that Region 9 will meet next Thursday.

Trustee Nyberg stated that the Planning Commission discussed zircons and the possibility of passing an ordinance to require them to match the exterior of the surrounding buildings.

Action Agenda Item #7: New And Unfinished Business

Mayor Smith stated that he would like to see the Board participate and lend its support for the Community Potluck.

Trustee Renfro made a motion to become a sponsor of the Pine River Shares Community Potluck, Trustee Au seconded.

Roll call: 7 – 0

Motion passed unanimously.

Trustee Nelson asked if the repairs have been made to North Street.

Town Manager La May stated that the repairs were done on Monday.

Trustee Au asked if the parking lot in front of the chiropractic office on Bayfield Parkway would be repaired.

Town Manager La May stated that LAPLAWD has been given a punch list of things to be repaired.

Trustee Davenport asked about the Public Works report regarding the trees in the Dove Ranch Subdivision.

Town Manager La May stated that last year staff sent letters to all property owners asking them to trim and maintain the trees in the front of their property.

Trustee Renfro stated that she would like to see the letters sent again.

Trustee Morlan stated that the renovation of Gosney Park is beautiful.

Town Manager La May stated that there would be a ribbon cutting ceremony at Gosney Park tomorrow at 4:00 pm.

Mayor Smith reminded everyone that Heritage Days

Trustee Au made a motion to adjourn to Executive Session including Town Manager La May and Attorney Nelson, Trustee Renfro seconded.

Motion passed unanimously.

Board adjourned to Executive Session at approximately 8:10 pm.

Board returned to regular session and adjourned at approximately 8:20 pm.

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Minutes Were Approved As Presented On October 1st, 2013.

Approved:

**Rick K. Smith
Mayor**

**Kathleen Cathcart
Town Clerk**