

**Town of Bayfield
Regular Town Board Meeting
September 3, 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), Ron Saba (Public Works 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 Au made a motion to approve the minutes of August 20th, 2013 as presented, Trustee Nelson seconded.

Motion passed unanimously.

Approval of Bills: Trustee Renfro asked why there were bills being sent by email to be approved for payment after the Board Packet had already been sent out. Finance Director Dunavant stated that the bills sent by email are ones that had not been received in time to include in the packet but if not paid before the next regularly scheduled Board meeting would incur late fees. Trustee Au made a motion to approve the bills dated August 7 through August 31, 2013 including the bills sent via email from Finance Director Dunavant, Trustee Nelson seconded.

Roll call: 7 – 0

Motion passed unanimously.

General Public Input: None was offered.

Town Updates: No comments or questions.

Action Agenda Item #1: Sanitary Sewer Back Up – Ken Wiebe, 815 E. East Court

Town Manager La May stated that there was a sanitary sewer backup on Wednesday of last week, in the line that runs on S. East Street into the School property.

Mr. Ken Wiebe, 815 E. East Court, stated that the sanitary sewer backup last week is an ongoing problem. In the past, three homes have been flooded by sanitary sewer backups in this same area. One of those homes has been flooded twice. The backup last week came up through an exterior cleanout and flooded surrounding yards. This is a health concern as well as a concern for the properties and the residents would like to see a solution.

Mayor Smith stated that the Public Works Department has been videotaping sewer lines and we do recognize that we have infiltration issues relating to the irrigation ditches. As those leaks into the sewer lines are found the lines are "slip lined".

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Mr. Wiebe asked if the sewer line in his neighborhood could be slip lined.

Town Manager La May stated that the lines Mr. Wiebe is referring to appear to have been slip lined in the recent past and are not in that bad of shape. The backup that occurred in June, as best we can tell, was caused from a buildup of gravel in the lines. In the instance of this backup, there seemed to be an overabundance of garbage in the lines. Staff is at a loss as to how these kinds of items are getting into our sanitary sewer system. We have just completed a Sanitary Sewer Modeling and all indications are that the lines in this particular area are sized adequately. This is an ongoing effort and staff is working diligently to solve these issues.

Public Works Director Saba presented the Board with a Ziploc bag of items that were removed from the manhole after the blockage was freed. The bag contained a child's "sippy" cup, a plastic grocery bag and an aluminum can.

Mayor Smith stated that this is not something that is taken lightly. It is difficult for staff to locate all of the issues and they are taking the logical approach. Staff hired an engineer to model the sanitary sewer system and money has been put in the budget to fix the problems as they are located.

Trustee Morlan asked if the Town had a policy regarding residents installing check valves in their sewer lines.

Town Manager La May stated that we recommend that people install these valves especially in situations where the residence is below the level of the sewer line. We do have a "Good Neighbor" policy that is used in the event there is a sewer backup in a residence and our insurance company does not find negligence on the part of the Town and denies the claim. A \$1,000.00 payment is offered to the homeowner to help cover the deductible of their insurance with the stipulation that a check valve is installed in the service line to the residence.

Trustee Morlan asked if it was possible to lock the manholes to prevent the dumping of trash into them.

Public Works Director stated that locking the manholes was an option but that it would be very expensive.

Mayor Smith thanked Mr. Wiebe for coming in and voicing his concerns and assured him that staff is working to correct these issues.

Action Agenda Item #2: Four Corners Office For Resource Efficiency (4-CORE) Presentation

Town Manager La May introduced Gregg Dubit, Executive Director, with 4-Core.

Mr. Dubit, stated that 4-Core's mission is to serve Southwest Colorado as the leading resource for the effective and efficient use of energy and promote and sustain vibrant local communities. They are asking local municipalities to partner with them in 2014 to accomplish their four focus areas of Energy Efficiency, Innovative Solutions, Resource Efficiency Education and Energy Information Hub. 278 homes in La Plata County have been served by 4-Core's weatherization program. 18 of the homes were in Bayfield and several others were just outside of Bayfield's town limits. 4-Core is also working on a project with alternative fuel vehicles.

Trustee Morlan asked what Bayfield could do to expedite getting a compressed natural gas station in our town.

Trustee Nelson asked what kind of State resources there are to help with a compressed natural gas station.

Mr. Dubit stated that natural gas is one of the more exciting alternative fuels in this region. He also stated that there are grant funds available through the Department of Local Affairs.

Mayor Smith thanked Mr. Dubit for his presentation.

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Action Agenda Item #3: Liquor License Renewal – Hong’s Garden LLC

Town Clerk Cathcart stated that Hong’s Garden is requesting approval of their liquor license renewal application. This establishment was cited for serving alcohol to an underage purchaser on August 15th, 2012. The licensee agreed to an active suspension of their license for 5 days starting on December 7th through December 12th, 2012. There have been no other complaints regarding this business. Staff recommends approving the renewal.

Trustee Morlan made a motion to approve the renewal application for Hong’s Garden, Trustee Nyberg seconded.

Roll call 7 – 0

Motion passed unanimously.

Action Agenda Item #4: Liquor License Renewal – Tequila’s Family Restaurant

Town Clerk Cathcart stated that Tequila’s Family Restaurant is requesting approval of their liquor license renewal application. This establishment has had no violations and staff recommends approval of the renewal.

Trustee Nelson made a motion to approve the renewal application for Tequila’s Family Restaurant, Trustee Nyberg seconded.

Roll call 7 – 0

Motion passed unanimously.

Action Agenda Item #5: Set The Public Hearing For Special Event Liquor License – Library District

Town Clerk Cathcart stated that “The Friends of the Library” have submitted an application for a Special Event Liquor License. On October 13th, 2013 The Friends of the Library will be hosting the Grand Opening of the new Garden area and would like to serve wine at this event. Staff is asking the Board to set a date for a Public Hearing.

Trustee Au made a motion to set a Public Hearing for September 17th, 2013, Trustee Davenport seconded.

Roll call 7 – 0

Motion passed unanimously.

Action Agenda Item #6: Appointment Of Erin Dunavant To Region 9 Board Of Directors

Town Manager La May stated that he and Trustee Au have had difficulty in attending the quarterly meetings for Region 9. Trustee Au would like to step down from the Region 9 Board of Directors and staff would like to appoint Finance Director Dunavant as his replacement.

Trustee Nelson made a motion to approve the appointment of Finance Director Erin Dunavant to the Region 9 Board of Directors, Trustee Renfro seconded.

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Roll call 5 – 1 – 1 (Trustee Morlan abstained, Trustee Nyberg voted no)

Motion carried.

Action Agenda Item #7: Board Reports (SWCCOG, LPCEA, RHA, SWTPR, Region 9)

Trustee Nelson stated that applications for the Executive Director will be discussed at the SWCCOG Meeting on Friday the 6th.

Mayor Smith stated that the Alliance will meet on Thursday the 5th.

Trustee Davenport stated that the RHA meeting was cancelled this month.

Trustee Renfro stated that SWTPR will meet on the 27th of this month.

Trustee Morlan stated the Region 9 will meet on the 29th and swear in Finance Director Dunavant. He also stated that Region 9 helped with funding for Bottom Shelf Brewery located on Mill Street.

Action Agenda Item #8: New And Unfinished Business

Town Manager La May stated that C.O.G.O. has another round of grants coming available. There is a pool of 5 million dollars that will be used for a special initiative designed to increase trail access for youth and families to existing parks, open space natural areas and environmental education opportunities.

Trustee Renfro stated that with the construction at the high school and the extra traffic, Bayfield might benefit from having a fee for overweight trucks.

Town Manager La May stated that we do have a policy regarding overweight vehicles. It is the vehicle owner's responsibility to obtain a permit from the Town when using our roads not designated as truck routes.

Trustee Davenport stated that we should be more diligent about collecting fees for these types of permits especially given the condition of our roads.

Mayor Smith stated this is something we should consider before any larger projects are started in the Town of Bayfield.

Trustee Morlan asked about the \$40,000.00 loss in the sewer fund that is shown in the financial statements. He also asked if staff had considered adjusting monthly fees for this service.

Town Manager La May stated sewer rates were increased by 5% in 2012 and 2013.

Trustee Renfro asked when the rate study would be completed.

Town Manager La May stated that it should be completed by the end of the month.

Trustee Morlan asked if something was going to be done with Gosney Park.

Town Manager La May stated that a new play structure will be installed in two weeks and the park will be cleaned up.

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Meeting was adjourned at 8:16 pm.

Minutes Were Approved As Presented On September 17th, 2013.

Approved:

**Rick K. Smith
Mayor**

**Kathleen Cathcart
Town Clerk**