

**THE TOWN OF BAYFIELD
REGULAR TOWN BOARD MEETING
11 W. MILL STREET, BAYFIELD CO
APRIL 3, 2007**

Town Board Present: Rick Smith, Russ Jones, Carol Blatnick, Mayor James Harrmann, Tom Au, Daryl Yost, and Niel Hieb.

Staff Present: Justin Clifton, Town Manager, Joe Crain, Planner, Pat Anselmo, Clerk, and Dirk Nelson, Town Attorney.
Marty Zwisler, project manager, was also present.

Planning Commission: Robert Piccoli, Chair, and Pam Smith.

Media Present: Carol McWilliams, Pine River Times

The Mayor called the meeting to order at 7:04 p.m.
He said the first item is to wish Rick Smith a Happy Birthday!

Approval of Minutes: March 20, 2007:

Carol Blatnick asked for two corrections on the minutes for March 20. On page one, second paragraph, change 'drawings' to 'ideas', and on page two, second paragraph, change 'architect' to 'artist'.

Carol Blatnick moved to approve the minutes as corrected. Rick Smith seconded. The vote was six in favor, motion carried unanimously.

General Public Input: Ann McCloskey spoke. She is requesting the Board name a ballfield in memory of Raymond Millich.

Bart Moyer, 308 East East Drive, spoke regarding the letter he received concerning the tentative location of the new water salesman. He wanted to be sure that he would be allowed to speak during the consideration of Agenda # 7.

David Black commented that Bayfield was extraordinarily lucky to have Justin here as an intern, and now as manager, and stated that he should be rewarded for the extra effort he has given and tons of work he has done. He would like to ask the Sanitation District to contemplate giving him compensation.

Pam Smith also wanted to comment on Justin. She said he has been aggressive in getting things done. She appreciates everything he has done for Bayfield.

The Board requested that Justin put the renaming of the park on the next agenda.
There was no further public comment

Rick Smith requested that Agenda Item #10 be placed between Agenda Item #11 and #12. The Board approved this suggestion.

Action Agenda #1: Approval of Bills: Carol moved to approve payment of bills as presented. Rick seconded. Daryl abstained from the vote on items due his business. The vote was six in favor. Motion carried.

Action Agenda #2: Town Hall Update: Justin told the Board that there will be a work session this Friday to discuss the architectural design. He asked for a headcount to make it definite and get the notices out. Rick, Russ, Daryl, and Niel said that they will be there, and ‘It is definitely going to happen!’

Justin spoke with Jim Manier, dba James Capital Advisors Inc. regarding financial planning for the new town hall project. Jim thought it would run about \$8,500 to do a lease purchase arrangement.

Marty said that the water cannot be turned on because a new irrigation system is being installed. He hopes to have the new one up and running in a couple days. It is a raw water system, so it won’t be operational until the ditch is turned on. The lights do not currently work. The transformer was placed today. They had to upgrade the whole area. Marty thought it would be a week to ten days before the lights will be up and running. The drinking fountain is going to be replaced according to Justin.

Marty confirmed that all the sprinkling system water lines are too shallow to keep them operational during the wintertime. They drain them out each fall.

Daryl asked what kind of seed is going to be used, and if it will be drilled or hydro-seeded. Marty replied that they need to get the grading done first. He plans on seeding the first of May.

Neil asked Marty how much seating is going to be at the new park. Marty said he was not sure.

Justin interjected that he has applied for a few grants for the new park. One was through the Gates Family Foundation. Justin does not know when the awards will be announced. The Gates Foundation is also interested in helping in the completion of other phases of the projects. The Town has asked for \$80,000, which is about half. The last request will go out when the project is complete.

Action Agenda #3: Senior Center Update: Justin remarked that the Town has received a draft of the IGA with the County. He is not sure just how much the County will approve. The language says the Town shouldn’t worry, but he thinks he needs to stay on top of it.

He submitted a \$500,000 grant request for the Senior Center. There will be a meeting this Thursday with Eddy Martinez who has prepared a sketch for the design of the Senior Center. Of the three architects that submitted proposals, one is local.

Action Agenda #4: Sanitation Update:

Justin referenced the proposal he submitted to the State. He traveled to Denver to talk with the Colorado State Department of Health. He then reviewed the proposal, on a page by page basis, with the Board. On page one he charted BOD numbers to substantiate the significant reductions over the past months. On page two, he addressed data pertaining to commercial contributors. The table quantifies potential impact in pounds per day. The five companies listed could be responsible for eighty per cent of the violations. All of the

locations that they were not able to test are installing sample ports. Everyone understands that they need to help to reduce the numbers.

On those who are commercial minor contributors, they conducted testing of grease traps. Any restaurant should have a 700 gallon grease trap. Only three in town meet this requirement. He has located a company out of Albuquerque that cleans restaurant grease traps. Justin spoke concerning the illegal dumping. He said that it has, for the most part, stopped. The continued effort to educate the community and the offers of rewards and fines has helped considerably.

Part 2 addresses the Sanitation Districts proposals for capital improvements. The District voted to improve the plant to a level that would compel the State to lift the restrictions. Proposed lagoon improvements include removal of more than a million gallons of sludge from the second and third lagoons at a cost of around \$100,000; adding a second baffle and chemical infusion in the third lagoon to improve particulate settling, at a cost of \$55,000; installing a sand filtration system at a cost of \$315,000, through which all effluent will go before it is discharged into the Pine River. Justin explained that the sand filter system can be disassembled, and then sold for approximately \$300,000.

Part 3 is an endeavor to supply the State with an idea of what growth was like. The number of Certificates of Occupancy issued reflects the growth impact. It reflects the average number issued by month.

Commercial growth can be predictable, i.e., the allowable strength of ERTs. It needs to be structured prior to a mechanical plant being set in place. The cost of sewer taps are based on ERTs, each ERT will cost \$6,000.

The Town could require a new man hole for each new business.

The Sanitation District raised the sewer tap to \$6,000. They will probably go to \$8,000. New subdivisions are the biggest concern. Under the cease and desist order, the Town is under different scrutiny. It would be prudent for the Town to implement this as an opportunity to initiate developer contributions. This would require a cash contribution up front, not a pay back situation as had occurred in the past. Justin feels that, with the lead time of subdivisions, the impact is a long way out.

Justin's goal is to provide a lot of information, which will include a supplement budget for the Sanitation District, project management, and a debt service schedule. Please refer to the data in tonight's packet. For the year 2008, a minimum of \$407,000 principal would be due. He is looking for other sources of funds. He wants to take every measure to be safe.

The State Revolving Water Fund wants to know that the Town has enough funds available to dedicate to debt service, at least 110 %. Only the residents of Bayfield would be paying this debt service, not all those served by the Sanitation District. Justin said that the scope of work is to review the analysis. The Town knows this has to be done, but they also have to know if they can pay for it before they proceed. Wayne Allard sits on the Department of The Interior. The Town could ask for STAG funds. Justin has asked for one million dollars. He is also going for an Energy Impact Grant to offset costs for new equipment and new lines. Daryl asked Justin if the EIG would be a grant based on matching funds, Justin replied yes.

Rick asked Justin when the Town can expect the States response. Justin said he could not answer. The State would not commit. But, he is hoping to hear something by next week. Justin remarked that '*Quick* to the State is different than *quick* is to the town'. Justin did

comment that they said they would get right on it. The Sewer Board said they *would* do the de-sludging. Justin confirmed that no expenditure of funds by the Town will be made until he knows what the States answer is.

Action Agenda #5: Liquor License Renewal: Bayfield Liquor:

Rick Smith moved to approve the request for a liquor license renewal for Bayfield Liquor Inc. located at 455 E. Colorado, Bayfield, Colorado. Tom Au seconded. The vote was six in favor. Motion carried.

Action Agenda #6: Recycling Update:

Justin did not attend the meeting at the high school because he had previous commitments. Carol Blatnick did attend. There were approximately thirty to forty people in attendance. Carol said the students did a nice job. The local paper ran an article on the meeting. Melanie Gonzales was there and answered a lot of questions. The bottom line was that the Town needs to find their own site here in Bayfield. There were a number of people in attendance that do not reside in Bayfield. Carol feels the Town should charge people from out of town to use the recycle bins, and that the Town needs to work harder with the County to find a site for the recycling center. She suggested they consider sites on the east side of Town. The County needs to be more involved.

She mentioned the Fire Departments. They are building sub stations around town. Perhaps they would consider hosting spots for recycling.

She was in the Phoenix and Tempe area, and brought back brochures from some arts festivals which concern recycling. She suggested perhaps the Town could use the new maintenance shop. The County was very much opposed. She thought the Town could keep a center open and man it on a daily basis. It would need to be a controlled environment. Tom asked Carol if the school suggested any sites. She said no, not really. The Mayor said he called the county commissioners. Joelle Riddle feels strongly about the countys responsibility to contribute. Niel said “you need to reduce the ‘nuisance’.”

Action Agenda # 7: Water Salesman Update:

Justin approached the Board, saying this is a similar challenge in that the Town doesn’t have a location for it. They did discuss putting it on the dirt road portion of East East Drive. This is a reasonable location, it is property already owned by the town and it is not dense residential.

The Town mailed letters of notification to surrounding residents to describe the possible negative impact of having the water salesman at that location. The road would have to be made one way. The water and electric is already close by. It is the most reasonable location Justin has found. Comments were invited. Bart Moyers said he appreciates the fact that the road would be paved. However, he was concerned about where the water trucks would exit. Bart was not in favor of making the street one way. He would like a traffic study done for the school traffic before the Town proceeds with using this location for the water salesman.

David Black spoke. He said he used to live in the house where Bart now lives. He feels the road should be paved. But, he cautioned, ‘You will need to allow full egress and ingress to all driveways.’ Justin replied that this area will need a site visit by the Town

engineer to understand all possibilities and problems. The engineer will make the determination if it is a possible site for the water salesman. Justin will continue with scheduling the site visit.

Action Agenda # 8: Water Storage Tank Update:

The new water storage tank is totally done, it is filled, and the Town is drinking the water. The final cost came to roughly 75 cents a gallon. It is the top of the line. They did an excellent job.

Daryl had questions about the second tank. He wondered if the company can build the new tank in portions, and expand the tanks as they go.

Discussion followed. Justin said it would be possible but very costly to build a tank this way.

The eighty new homes, basically Row and Dove developments, would be the basis for building the 250,000 gallon tank.

Justin recommended to the board that the engineer continue with cost estimates for tanks of several sizes and different construction materials.

Action Agenda # 9: Grants Updates:

Justin said he did not get a chance to update the spreadsheet. The town did receive the Dola money. He requested \$160,000, the Town received \$116,000. DOLA thought they had sent Bayfield \$46,000. (They issued the check, but it was never mailed). The Town also received \$140,000 from the EPA.

The GOCO grant request has been submitted for \$80,000. Justin is waiting for a letter from CDOT before he can request the \$116,000 money on the sidewalk.

Action Agenda #11: New/ Unfinished Business:

Justin is planning to invite the County Commissioners to Bayfield. He would like to have them come May 23. This gives them enough lead time to allow them to fit it into their schedule. It is on a Wednesday. It is the Town's turn to host the dinner. Justin suggested Tequilas for dinner. He wondered if the Board was in agreement with the date and the place.

They asked him to contact Tequilas and see if they would let the Town have the down stairs. He is to schedule the dinner to start between 6 p.m. and 7 p.m.

The Mayor asked about information packets for new development. He wondered what stage they are at in the completion process.

Carol mentioned that, in the minutes for the previous meeting, Pat asked about charging traffic violators for deferral costs. She would like this matter put on a future agenda. The Board would like to pursue this.

She also asked about the grocery store, 'does Justin have any momentum going?

Rick Smith asked if the Town had advanced anywhere with disaster training. Justin remarked he did go thru some steps when the rumor went around about the water being contaminated (it was just some dirty water). The County has asked that the Town wait on this until they adopt their final plan.

Daryl asked Justin, "can we wrap the Tone property?" Please put this on the next agenda.

Dirk has met with Harrington on the nuisance ordinance.

Russ asked about the progress of the dissolution. Dirk replied, the town needs to get a plan together sometime in May. The draft will be ready by the second meeting in May. Carol commented that the volunteer groups for the Fourth (of July) need to be advertised. Justin replied that they have more people this year than ever before. Carol McWilliams said that the Fourth of July meeting has been held, and the one for Heritage Days and SheepTrailing will be next Thursday.

Rick Smith moved to go into executive session, citing C.R.S. Section 24-6-402 (2) (f) for discussion of a personnel matter, and not involving any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

He asked that they include the town manager for small portion of the meeting. Carol Blatnick seconded. The vote was six in favor.

The Board went into executive session.

The Regular Board meeting re-convened and motion to adjourn was made.
