

THE TOWN OF BAYFIELD  
REGULAR TOWN BOARD MEETING  
MARCH 6, 2007  
11 W. MILL STREET, BAYFIELD, CO

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

Staff Present: Justin Clifton, Town Manager Dirk Nelson, Town Attorney, Pat Anselmo, Town Clerk, Joe Crain, Town Planner, and Marty Zwisler, consultant.

Media: Carole McWilliams, Pine River Times

The Mayor called the meeting to order 7:04 p.m.

**Approval of Minutes:** February 20, 2007: Carol Blatnick moved to approve, as written, the minutes of the February 20, 2007 Town Board meeting. Tom Au seconded. Motion carried with five in favor.

**General Public Input:** Carol McWilliams submitted a picture of the new bank in Del Norte, asking that the Board compare it to the proposed design of the new town hall. She also asked about the bathroom facilities at the Chamber of Commerce building, and wondered what work was taking place. Justin replied that they were working on a new sewer line.

David Black stood and addressed the Town Board saying, “all the capital items on the agenda will not be a consideration if the Sanitation District situation is not taken care of!” Pamela Smith spoke, regarding Bill Morlong's new business location. She does not think there are five parking spaces, asking staff to ‘please check it out’.

**Action Agenda #1 Approve Bills:** Carol moved to approve, except for item 16182, (rechargeable batteries) the payment of bills as submitted. Rick seconded. The vote was five in favor, with Tom Au abstaining on the bill due his company. Motion carried.

**Action Agenda #2: Sanitation District Update:**

Justin gave an update on the following:

- 1) Interim improvements: “ we are doing all we can to get out from under current restrictions.”
- 2) “We are trying to coordinate with high contributors. The Sanitation District will consider policy to participate in some of those projects. Problems caused by commercial contributors need to be solved.

The Town is trying to identify illegal dumping, has implemented advertising, strict fines and substantial rewards for reporting of illegal RV dumping and that being done by commercial haulers. Justin is working with the County, the State, and anyone who can help financially.

3) Capital program: Justin told the Board that ‘our progress toward a mechanical plant, and/or interim plant is necessary to keep us within the limits. The mechanical plant will cost roughly six million dollars. The District is spending \$13,000 on a baffle curtain in the third lagoon. This will increase the detention time.

The District is considering desludging the different lagoons. It will need to be done carefully so they don’t cause more problems than they solve. This will cost from \$24,000 to \$75,000 dollars.

They are also willing to earmark \$100,000 towards infiltration problems.

The current plant is too far gone. The new plant will be a tremendous debt burden.

The improvements necessary to get an O.K. with the State will be costly. We are trying to increase the confidence factor in order to give the State an aggressive proposal. They have \$1,000,000 waste water grant, \$1,000,000 in cash reserves. They were approved for \$5,000,000 in loans at 4 % interest.’ Justin has submitted appropriate requests to senators, EPA, etc. He is considering lobbying, political support, including support through Mark Garcia in Pagosa. “The dissolution of the Sanitation District is on the horizon. We are moving forward to that.”

Daryl inquired, if they spend money on improvements, they won’t have money available for matched funds. Justin thinks they can borrow their matching funds. Justin was asked what kind of power is at the lagoons, and where is it located. Justin replied, it is on site, it is 3 phase. Justin said they have discussed the increase in sewer taps. ‘The financing will have a rate covenant, you have to prove that you can generate enough money to pay the debt service. They use the past four years payment history to get this determination. The sanitation board is anxious to get new interim prices and tap rates established. This will have to be done before they go ahead with financing.’

Tom Au said the town will be shut down at least a month waiting for them to find the interim solution. Justin replied ‘we have pushed them as much as we can, the board won’t make the decision until March 21.’

Board members are Brad Elder, Mike Hoban, Todd Demko, Dennis Hillyer, and Ed Morlan.

CDC representative Reid Ross, is volunteering to supply household composters. They are willing to supply them to the Town, (they cost approximately \$35 each), since one thing the town is emphasizing is the reduction of the amount of food going down the drain, don’t use garbage disposals or sink drains for waste.

**Action Agenda # 3: Town Hall Update:** Marty said the new drawings are available. Marty has supplied material for items discussed at the retreat. He also relayed that the Town of Bayfield was given the access permit from CDOT. It has no stipulation for A and D lanes. It is very simple. He asked for permission to go ahead and work on this process.

The last rendition on the design from the architect has caused some community response. The focus is on form. Justin is asking for consensus on the general form of this building, flat roof, pitched roof, etc. The plans reflect an L shaped building.

Humphries had delivered a second submission. Justin went thru the items that have been changed. They took some angles out and made it more symmetrical. It is basically a box with a flat roof. There were several drawings that depicted different exterior appearances.

Rick suggested putting the staircase around the elevator shaft. Justin replied that if you keep the basic shape that has been submitted, it will work with the floor plan that had been submitted. The Board does not like the red brick, it makes it look like a school house.

Rick then stated that this building needs to please the present community and also the future community.

Lengthy discussion followed. “What does “Bayfield” look like?” The Board eliminated the flat roof design. The library is basically flat roof, they do not want the building to look like the library, nor do they want the flat roof. So, this narrowed the choices down to Rendition A ( the first revision of the initial plan submitted) and Rendition B, the more ‘normal’ rendition.

Justin will travel to Trinidad a week from Friday for the grant.

**Action Agenda #4: Senior Center Update:** Justin remarked ‘Marty has submitted estimates, if and when we can start this project’.

**Action Agenda #5: Sport Park, Eagle Park Update:**

Two more reports, one for the Sports Park and one for Eagle Park have been prepared. Both of these projects were started a long time ago. However, there have been material challenges, the most significant being the true cost as compared to what was initially anticipated and budgeted. Because they are both over budget, it is not reasonable to try to pursue both projects this year. The Town did receive \$50,000 from the County, but the actual amount of money spent, \$360,000, will be much higher than the budgeted \$310,000. This equates to an overrun of at least \$50,000.

The Town is applying for a Gates Family Foundation grant. Justin feels the Town should finish the Sports Park project, (which includes the bathroom facilities) then go forward with the Eagle Park project in the future. He may have to use the general park improvements budget line item to finish the Sports Park. The money is gone, and with restricted growth, there will be no fee in lieu of parks as anticipated. According to Justin, the Town should postpone the Eagle Park project. Daryl moved to concentrate our funds on the Sports Park, and delay work on Eagle Park. Rick seconded. Justin will do a grant request next week. The vote was five in favor, motion carried unanimously.

**Action Agenda #6 Liquor License Renewal:**

Southwestern Food Inc, dba The Grocery Store has submitted a request for renewal of their annual liquor license. Daryl moved to approve the request for renewal of this license. Rick seconded. The vote was five in favor, motion carried unanimously.

**Action Agenda #7: In Lieu of Parking Fee: Town Board Policy Discussion:  
Mill Street Parking and Fee in Lieu:**

The Town has received a request from a young couple who want to put in a massage therapy business on Mill Street. They needed to know if they would be required to pay a “In lieu of Parking” fee.

Joe Crain told the Board they should revisit the current policy, in order for him to know what to tell the McClintocks.

Joe explained, the original planning for Mill Street was done when travel was by horse and wagon, or walking. It will take some real creativity to meld the new Mill Street parking requirements into the old Mill Street space originally platted. Joe stated that the revitalization of Mill Street has not reached what was anticipated, and that it will not happen if the town imposes parking fees on new businesses that want to locate on Mill Street.

The Board may want to consider several different options produced by Joe. 1) Do they want to require a fee from this point on? 2) Or, how many spaces would they require behind the building, (if the requirement was for anything over four spaces, they would need to pay if the fee is to be imposed at this time). Justin remarked that a strict fee may be an impediment to the revitalization of Mill Street.

Rick remarked that the Board did not take any action the last time this issue was discussed. Parking on Mill Street was not a problem at that time. Until parking becomes an issue, he is not in favor of implementing a fee. Parking fees do not encourage redevelopment.

Joe, the staff needs for the Board to develop a policy for future guidance. Daryl moved that any business that could provide for parking in the rear of their establishment, up to four or more spaces, would not be required to pay a fee in lieu of parking.

Rick seconded, reaffirming that they would need to provide a minimum of at least four parking spaces. The vote was five in favor, motion passed unanimously.

**Action Agenda Item #8: Request For Mill Street Fee In Lieu Of Parking Waiver, Jason & Holly McClintock – 85 West Mill Street, Massage Therapy Studio:**

This item was settled in the discussion of Agenda Item #7.

**Action Agenda # 9: Town Updates:**

1) Water storage tank: According to Justin, 'The water storage tank is pretty much done. They have to install some mixers. In the next week or two it will come on line. DOLA and EPA will both be notified for payment.' Justin said that the Board will need to take a cautious approach on the second tank. Small amounts may be available for simple design for the concrete tank. But, he cautioned, he does not intend to go forward with the second tank at this time. Justin will have an analysis done and he will have all costs isolated. Then he will consider proceeding with this project.

2) Budget. Ken Charles may come up with \$100,000 supplemental money for water projects. Since the Town is holding the next two years worth of tap fees, and taking into consideration the bottleneck in building, the Town will have a much more limited tap fee revenue. He made the statement, 'Why build a tank when we can't build homes!' The Town doesn't want to lose any grant money that is available.

There will be a fence around the water tank. Fines will be enforced for illegal entrance on tank property and acts of vandalism. They are also looking at prices for surveillance cameras to place at the tank site.

3) The Road impact fee study has begun. Justin said he was not quite sure how it worked. RPI is asking for all projects that would add (traffic) capacity. The Town would have to do a *new* road, to use the impact fee. An overlay would not fall under this category. The new intersection would fall into the impact fee category. The fees are based on growth. Fees will be tied to certain projects.

Paving a dirt road, widening a paved road, or any road that would handle more traffic would fall under the fee. If the fee is pegged for a certain project, perhaps all projects would not take place within a certain time frame.

**Concerning any intersections and arterial roads, new development will pay for their own roads.**

4) Grants: Justin submitted spreadsheet that outlines all grants. It has all pertinent data, expiration dates, reporting dates, the amount of money spent on the project, etc.

He said ‘The Town has \$1,000,000 worth of grants in process. New applications are at the bottom. He missed the Gates Family Foundation, and apologized. He has spent \$746,000 without a draw. The draws will come in over the next few weeks.’

The Board wants to know what amounts come in and when. They also want to know what the Town will collect based on what they have spent.

Russ wants a new water feature at the new park. There is a BMX track drawn on the original plat. The Town has a great opportunity to develop the area by the river and make it even better. As the park gets developed, he would like to see a true water feature with the river as the focal point. He then asked if the Town could define a master plan including the water feature in the park.

Pat asked if the Board would consider signing the payment requests. They said that the motion to pay the bills as presented would suffice, individual signatures were not necessary.

Carol asked about the water salesman. Justin has been trying to find the property on which to locate the water salesman. All prime road space is owned by CDOT. Justin will submit his ideas at the next meeting. Perhaps it will require an executive session.

**New Business/ Unfinished Business:** High school students from their Earth Club have scheduled March 22 for their meeting (this is in regard to recycling). Justin thinks the Earth Club needs to have some Board members and some members of the community present at this meeting. Carol Blatnick stated that this is the Boards problem, not theirs. Justin said the teachers thought their students would grow by taking the lead in this situation. They want to be participants in the solutions.

He then asked if the Board wanted to vote on the new town hall, option A, slanting roof over board room, and option B, regular roof over the board room.

Discussion followed. The Board did concur on the L shape building. They agree that the entrance to the Marshal’s office should be separated from the main entrance for the Town Hall. Option A has a watered down version of the slanted roof.

Option B is more traditional, with a straight roof line.

Rick prefers the traditional (style B)

Daryl likes A.

Tom likes parts of both.

Herm liked neither.

Carol likes A.

Russ likes B.

Daryl moved to have a plan that incorporates both A and B. He would like a look that gives a little more sophistication than B, and a little less contorted than A.

Motion died for lack of a second.

Motion to adjourn, 9:45 p.m.

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