

**Town of Bayfield  
Regular Town Board Meeting  
November 1, 2016  
1199 Bayfield Parkway, CO 81122**

**Town Board Members Present:** Trustee Dallison, Trustee Davenport, Trustee Nyberg, Trustee Polites, Trustee Sanders, Trustee Yost, Mayor Salka

**Town Board Members Absent:**

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

**Media Present:** Carol McWilliams with the Pine River Times

The meeting was called to order @ approximately 6:59 p.m.

**Approval of Minutes:** Trustee Nyberg made a motion to approve the minutes from October 18, 2016 as presented. Trustee Davenport seconded.

All were in favor.

Motion passed unanimously.

**Approval of Bills:** Trustee Sanders made a motion to approve the bills dated October 19 through October 27, 2016. Trustee Davenport seconded.

Roll call: 7 – 0

Motion passed unanimously.

**General Public Input:** There were no comments.

**Town Updates:** There were no comments.

**Action Agenda Item #1: Road Runner Transit - Presentation**

Town Manager La May introduced Mr. Peter Tregillus, Programs Developer for Road Runner Transit.

Mr. Tregillus provided the Board of Trustees with a copy of a "Riders Survey". He also introduced Mr. Matt Nesbitt. Mr. Nesbitt is the new Transportation Director of Road Runner Transit.

Mr. Tregillus gave the Board an update on the current status of the Road Runner Transit; routes, finances, etc. Road Runner Transit is requesting funding in the amount of \$8,000.00. The same amount that the Town of Bayfield contributed in 2016. He also informed the Board that funds from the Town of Bayfield will be used as matching funds to support the Road Runner Transit Bayfield-Durango route. Each dollar of local match leverages a dollar of Federal Transit Administration funding (managed by CDOT). Administrative costs are now spread across three transportation cost centers since SUCAP initiated the Road Runner Stage Lines Durango-Grand Junction Service in July. These savings also contribute to the goal of restoring the 4th Bayfield-Durango daily run. No Bayfield funds are or would be used to support the Road Runner Stage Lines service.

Trustee Polites asked how many commuters utilize the Road Runner Transit.

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Mr. Tregillus stated that they have between 20 and 25 regular commuters.

**Action Agenda Item #2: Telecommunications – Presentation & Discussion**

Town Manager La May gave a Powerpoint Presentation on Telecommunications relating to the SCAN Network and Fiber Optic Network in the Town of Bayfield.

Mayor Salka stated that he believes Telecommunications is very important in attracting new larger companies to Bayfield.

Trustee Yost stated that when it comes to the “Middle Mile” vs the “Last Mile”, the Last Mile is very different in each community and almost impossible to do as a region. The Middle Mile is easy because it benefits everyone.

**Action Agenda Item #3: Consideration Of Salary Increase For Town Clerk Position**

Town Manager La May stated that the Department of Labor (DOL) issued changes that substantially increase the minimum salary requirement for certain exemptions under the Fair Labor Standards Act (FLSA). The final rule takes effect on December 1, 2016. Under the new rule taking effect December 1, 2016, the salary threshold for the executive, administrative, and professional employee exemptions was set at the 40<sup>th</sup> percentile of earnings of full-time salaried workers in the lowest wage Census Region (currently the South). This is \$913 per week (or \$47,476 per year). All exempt positions in the Town of Bayfield have salaries that exceed the \$47,476 threshold, except for the Town Clerk position. The Town Clerk’s current salary is \$44,364.60. The Town will need to increase the position’s salary to meet the new threshold. The difference is \$3,111.40. Staff recommends the Board of Trustees approve an increase to the Town Clerk salary to comply with the minimum salary requirements under the FLSA.

Trustee Yost asked if the salary requirement would change every year.

Town Manager La May stated that the Department of Labor has a three year Escalation Schedule.

Trustee Yost made a motion to increase the Town Clerk’s salary beginning December 1<sup>st</sup>, 2016, to meet with the Department of Labor’s new Exempt Regulations. Trustee Sanders seconded.

Roll call: 7 – 0

Motion passed unanimously.

**Action Agenda Item #4: Board Reports (SWCCOG, LPCEA, RHA, SWTPR, Region 9, Other)**

Trustee Yost stated that SWCCOG will meet this Friday.

Trustee Davenport stated that RHA has not had a meeting. Karen Iverson, Director of RHA, sent a report stating that RHA has postponed the development of the recently purchased lot in Dove Ranch to the spring of 2017.

Town Manager La May stated that SWTPR will meet in December.

Trustee Sanders stated that Region will meet next month.

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Trustee Dallison stated that the Senior Board will meet next week.

Trustee Nyberg stated that the Planning Commission will meet next week.

Mayor Salka stated that LPCEA held it's Annual Economic Summit last week.

Carol McWilliams stated that the Senior's Annual Bazaar is on Saturday November 12<sup>th</sup>, 2016.

**Action Agenda Item #5: Unfinished Business**

Town Manager La May stated that the Town received a Thank You note from the Bayfield High School Student Council, for the Homecoming Parade.

Trustee Sanders thanked staff for the signs being installed in Mesa Meadows.

Trustee Davenport made a motion to move to Executive Session in accordance with C.R.S 24-6-402(4)(e) determining positions relative to matters that may be subject to negotiations; developing strategy for negotiation; and instructing negotiators as it relates to Dove Ranch Drainage and Subdivision Development and in accordance with C.R.S. 24-6-402(4)(f) for the Town Manager's Performance Evaluation, to include Town Manager La May and Town Attorney Robbins. Trustee Dallison seconded.

Roll call: 7 – 0

Motion passed unanimously.

The Board moved to Executive Session at 7:56 pm.

The Board came out of Executive Session at approximately 8:40 pm.

Mayor Salka stated that no decisions were made during the Executive Session.

Town Manager La May gave the Board a quick update on the meeting between himself, Town Clerk Cathcart and Mr. Greg Meyers with Durango Insurance.

The meeting was adjourned at approximately 8:45 pm.