

Town of Bayfield
Regular Town Board Meeting
May 21, 2013
1199 Bayfield Parkway, Bayfield CO 81122

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

Town Board Members Absent:

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

Media Present: Carol McWilliams with Pine River Times

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

Roll Call: 7 present

Pledge of Allegiance:

Approval of Minutes: Trustee Nelson made a motion to approve the minutes from May 7th as presented, Trustee Renfro seconded.

All were in favor and motion passed unanimously. (Trustee Morlan abstained)

Approval of Bills: Trustee Renfro asked if the bill to Allen Associates for park acquisition was for the appraisal. Town Manager La May replied yes, the invoice is for the appraisal. Trustee Renfro also asked if the invoice for postage for the utility bills was a monthly charge. Town Manager La May stated that was a monthly charge for mailing the utility bills. Trustee Nyberg made a motion to approve the bills dated May 8th, 2013 through May 16th, 2013, Trustee Davenport seconded.

Roll call 7 – 0

Motion passed unanimously.

General Public Input: Daryl Yost, 100 Hollow Lane, stated that he is concerned about the access at Commerce Drive and US Hwy 160. He is also concerned about the landscape not being maintained on Bayfield Center Drive. Mr. Yost would like to see these items put on the agenda for discussion at a later date. Mr. Yost also asked why the Town of Bayfield was imposing water restrictions when the river was not on call? Mayor Smith stated that it was decided that the Town would impose water restrictions annually so that it would not have to be voted on every year.

Proclamation – Bayfield Asset Day May 21, 2013: Mayor Smith read the proclamation and proclaimed May 21, 2013 Bayfield Asset Champion Day.

Presentation of Adult Role Model Award: Trustee Renfro presented Denise Hess with the Adult Role Model Award for 2013.

Change To The Agenda: Town Manager La May stated that he has a change order for Crossfire and he would like to add this item to tonight's agenda as item 5A.

Trustee Nelson made a motion to add the change order for Crossfire to tonight's agenda as item 5A, Trustee Au seconded.

Motion passed unanimously.

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Town Updates: Trustee Au stated that he likes the idea of honoring Crossfire with a plaque on the building for their donation of time for the shop design. Trustee Au also stated that discussions relating to the Floodplain Ordinance be made public so that residents that will be affected can voice their opinions

Public Hearing: Town Manager La May stated that the Rotary Club has applied for a Special Events Liquor License for the 4th of July and Heritage Days. The Board granted permission for use of Joe Stephenson Park on April 16th, 2013. The public notice has been posted at the park since April 17th, 2013. Mayor Smith opened the Public Hearing for public comment. There was no public comment so it was closed.

Action Agenda Item #1: Consideration Of Approval Of Rotary Club Special Event Liquor License For July 4th And September 28th, 2013

Carol McWilliams stated the beer tent would be set up the same as last year.

Trustee Renfro stated that she is concerned with children under the age of 21 being allowed inside of the fenced area surrounding the beer tent.

Marshal McIntyre stated that there are no laws prohibiting minors from being inside of the fenced area.

Trustee Nelson asked if there were any problems last year associated with this Liquor License.

Marshal McIntyre stated that he did not have any report of problems last year.

Trustee Au made a motion to approve the Special Events Liquor License for the Rotary Club for the 4th of July and Heritage Days, September 28th, Trustee Nyberg seconded.

Roll call 7 – 0

Motion passed unanimously.

Action Agenda Item #2: Consideration Of Approval Of Trade Service Contract With DB Technologies, Inc. For Installation Of Fiber Optic

Town Manager La May stated that Crossfire is nearing completion of the installation of conduit and the Town is at a point to enter into a contract with DB Technologies to bring in the fiber. The contract is not to exceed \$121,876.00. The SCAN Grant is paying for 75% of these expenses and the Town will be responsible for 25%.

Trustee Morlan asked if the Town was going to be involved in keeping track of where these lines are and where they go.

Mayor Smith replied yes. He also stated that SWCCOG has brought in an intern that is going to do the GPS and the mapping and enter the information into E-TICS and the GIS.

Town Manager La May stated that staff is taking field survey shots as well.

Trustee Nelson made a motion to approve the Trade Service Contract with DB Technologies in an amount not to exceed \$121,876.00, Trustee Renfro seconded.

Roll call 7 – 0

Motion passed unanimously.

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Action Agenda Item #3: Consideration Of Approval Of Task Order Number 5 With Souder Miller And Associates For Storm Water Master Plan

Town Manager La May stated that in the preparation of the 2013 budget, the Storm Water Master Plan was included with the idea that the Town would receive a grant from the Department of Local Affairs in the amount of \$25,000.00. We have received award of that grant so staff is ready to move forward with the Storm Water Master Plan.

Trustee Nelson made motion to approve Task Order Number 5 with Souder Miller and Associates for Storm Water Master Plan at an amount not to exceed \$52,423.00, Trustee Nyberg seconded.

Roll call 6 – 0 (Trustee Au abstained)

Motion passed unanimously.

Action Agenda Item #4: Consideration Of Approval Of Intergovernmental Agreement Between Town Of Bayfield, La Plata County And Colorado Department Of Transportation (CDOT) For Coordinated Effort In Preparation Of US Highway 160 Access Management Plan

Town Manager La May stated that he had presented a draft of this IGA at the meeting before last. The Town's attorney and the County attorney have made changes and there is a final draft included in the Board packet. There is a two phase approach to this project. The initial phase will be a traffic feasibility study on the intersection of Bayfield Parkway and US Hwy 160. If it is determined there is a feasible option that meets C.D.O.T.'s criteria for their access code we could then move forward with an Access Corridor Management Plan from the East side of Bayfield to the West side of Gem Village. This would be in cooperation with La Plata County, C.D.O.T. and the Town of Bayfield. This will be a public process. There will be meetings with those along the corridor and they will be given an opportunity to speak regarding what concerns them.

Trustee Nelson asked if the Town does the study, do we have to move forward with the agreement with La Plata County and C.D.O.T.

Town Manager La May stated that the way the agreement reads is if the study determines it is feasible, we will move forward.

Mayor Smith stated that what we want is for the West intersection to be left where it is located now.

Trustee Morlan asked if this was discussed with the County Commissioners?

Mayor Smith replied yes, and C.D.O.T. is putting up the extra money for the study.

Trustee Davenport stated that she recalled an earlier discussion on this matter. She asked if the Town chose not to go through this process, could C.D.O.T. force their decisions on us?

Mayor Smith stated that C.D.O.T. always has the upper hand since it is their highway. The Town needs to be involved so that we can have our opinions heard.

Trustee Morlan made a motion to approve signing the Intergovernmental Agreement between the Town of Bayfield, C.D.O.T. and La Plata County for a coordinated effort in preparation of US Hwy 160 Access Management Plan, Trustee Renfro seconded.

Roll Call 4 – 3 (Trustees Nelson, Nyberg and Au voted against)

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Motion carried.

Action Agenda Item #5: Discussion And Possible Action On COPS Grant

Town Manager La May stated that at the last Board meeting Marshal McIntyre brought forth the opportunity to apply for a COPS Grant to fund another officer position for the Marshal's office. After discussion with Marshal McIntyre, staff is recommending that we submit an application for the COPS Grant for two officer positions.

Marshal McIntyre stated that he had just received notice that his office has been awarded the JAG Grant. The Marshal's office will receive 94% of what was applied for. The total award will be \$60,929.00. Marshal McIntyre also stated that he received notice that the deadline for the COPS Grant has been extended to June 4th, because of issues with the online application process. His department will receive final approval and award of the JAG Grant in mid-August. The COPS Grant will not make notifications of award until September 1st.

Town Manager La May stated that the School District is going to fund one half of the JAG Grant for the fifth year.

Marshal McIntyre stated that he has spoken with Troy Zabel and the School District is willing to continue with a 50/50 split for the S.R.O. position regardless if the funds come from the JAG Grant or the COPS Grant.

Trustee Au asked if the School District would fund for both grants?

Marshal McIntyre stated the School District will only fund one of the grants.

Trustee Davenport asked if we submit an application for two positions with the COPS Grant and are awarded for both positions, do we have the option to take less and only fill one position?

Marshal McIntyre stated that he has not found anything that says that would not be possible.

Trustee Morlan made a motion to authorize Marshal McIntyre to submit the application for the COPS Grant for two positions, Trustee Renfro seconded.

Roll Call 6 – 1 (Trustee Au voted against)

Action Agenda Item #5A: Crossfire Change Order

Town Manager La May stated that it was originally agreed that LAPLAWD would tie into our water line at the Upper Pine Fire Administration Building. We had also planned in the future to tie in the Bayfield Center into that 14" water line. It has been discovered that our water line is closer to the roundabout than anticipated and it would be advantageous to tie Bayfield Center in now while the contractor is already there.

Trustee Au stated that he thinks this would be an improvement, especially if it improves the water pressure.

Mayor Smith stated that he thinks this is a good time for this improvement.

Trustee Nyberg made a motion to accept the change order for Crossfire in an amount not to exceed \$17,953.00, Trustee Nelson seconded.

Roll call 6 – 0 (Trustee Renfro abstained)

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Motion passed unanimously.

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

Trustee Nyberg stated that the Planning Commission is still going over the Land Use Code. He also stated that the Planning Commission Members are still interested in getting iPads.

Trustee Nelson stated that SWCCOG has not met since our last Board Meeting.

Mayor Smith stated that the topic of discussion with the Alliance is the problems surrounding the United flights at the airport.

Trustee Davenport stated that RHA has not met since our last Board Meeting.

Trustee Renfro stated that SWTPR has not met since our last Board Meeting.

Town Manager La May stated that the washer and dryer have been purchased for the Senior Center.

Action Agenda Item #7: New/Unfinished Business

Town Manager La May stated that when the garbage contract was discussed, there was interest in researching curb side recycling. Staff would like direction on how to proceed. Should we send a survey by email or hold a public meeting?

Trustee Nyberg stated that he feels public input is valuable.

Mayor Smith asked when we had to make a decision on curb side service.

Town Manager La May stated that we should decide by November.

Trustee Nelson stated that she would like to know how many residents have trash service and how many containers they use.

Carol McWilliams stated that she would like to see recycling benefit out of town residents as well.

Town Manager La May stated that he met with Mack Coker regarding the 4th of July fireworks. The school will be breaking ground on new ball fields so we are looking for a new location to launch the fireworks. The Fire Department thinks the Water Treatment Facility would be a good location. The Public Works Director is concerned about the remnants ending up in the reservoir.

Trustee Nyberg asked if the Water Treatment Facility was our only option.

Town Manager La May stated that they had looked at the property owned by the School District across the ditch from the Water Treatment Facility. The Fire Department prefers the Water Treatment Facility because of the fencing and the ditch that would separate people from the fireworks.

Trustee Renfro asked what day the fireworks are being set off.

Town Manager La May replied that fireworks will be on the 4th of July.

Trustee Nelson stated that the safety of the citizens should take priority over some debris in the reservoir.

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The Board agreed to leave this decision to Town Manager La May.

Trustee Nyberg asked about the drain pipe that has been installed on the hill next to the Buck Highway.

Town Manager La May stated that he was aware of the pipe and will do some investigation regarding its installation.

Trustee Nelson stated that there was money set aside in the budget for improvements on the landscape in the Business Park. Does staff know when those improvements might take place?

Town Manager La May stated that \$5,000.00 was budgeted, but staff has not identified where best to use the funds.

Trustee Nelson stated that the CML Conference will be taking place during our June 18th Board Meeting.

The Board agreed to put a date change for the June 18th meeting on the next agenda.

Meeting was adjourned at 8:10 PM.

Minutes Were Approved As Presented On June 4th, 2013.

Approved:

Rick K. Smith
Mayor

Kathleen Cathcart
Town Clerk