

Town of Bayfield
Regular Town Board Meeting
May 3, 2016
1199 Bayfield Parkway, Bayfield CO 81122

Town Board Members Present: Trustee Dallison, Trustee Davenport, Trustee Nelson, Trustee Nyberg, Trustee Sanders, Mayor Salka

Town Board Members Absent:

Staff Present: Chris La May (Town Manager), Kathleen Cathcart (Town Clerk), Jeff Robbins (Town Attorney), Joe McIntyre (Marshal), Erin Dunavant (Finance Director), Ron Saba (Public Works Director), Deputy Derek Campbell, Deputy Chris Tonge

Media Present: Carol McWilliams with the Pine River Times

The meeting was called to order @ approximately 6:58 p.m.

Approval of Minutes: Trustee Davenport made a motion to approve the minutes from April 19, 2016 as presented. Trustee Nyberg seconded.

All were in favor.

Approval of Bills: Trustee Nelson made a motion to approve the bills dated April 20 through April 28, 2016, and the additional bills to Centurylink for \$108.18 and to Office Depot for \$121.41. Trustee Davenport seconded.

Roll call: 6 – 0

Motion passed unanimously.

General Public Input: No comments.

Town Manager La May recognized Marshal Joseph McIntyre for his Executive Certification through the Colorado Association of Chiefs of Police.

Marshal McIntyre recognized Deputy Chris Tonge for his graduation from Crisis Intervention Training (CIT).

Marshal McIntyre recognized Deputy Derek Campbell for being awarded the 2015 CIT Officer of the Year.

Town Updates: Town Manager La May stated that there were a lot of dates in the Town Updates that were in tonights packet. The Board should make sure to include those dates on their calendars.

Action Agenda Item #1: Consideration Of Appointment Of Trustee To The Board

Town Manager La May stated that Town Clerk, Kathy Cathcart, received four letters of interest, by the April 22nd deadline, for the vacant Board Trustee seat. Letters of interest were received from Mr. David Black, Mrs. Brenna Morlan, Mrs. Tish Nelson and Ms. Kelly Polites.

All of the candidates, individually, introduced themselves to the Board. Each candidate gave a short presentation outlining why they would like to be a Town of Bayfield Board Trustee. Letters of interest and resumes are included in tonights packet.

The Board agreed that they would vote via ballot. The ballots will be read aloud and included in the Public Record.

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Trustee Nelson stated that she appreciated the four candidates interest in the Board.

The Board voted via ballot. All ballots were passed to Mayor Salka and read aloud. This vote resulted in two votes for Ms. Kelly Polites by Trustees Nelson and Nyberg, two votes for Mrs. Brenna Morlan by Trustee Sanders and Mayor Salka and two votes for Mrs. Tish Nelson by Trustees Dallison and Davenport.

The Board voted a second time via ballot. All ballots were passed to Mayor Salka and read aloud. This vote resulted in three votes for Ms. Kelly Polites by Trustees Davenport, Nelson and Nyberg, and three votes for Mrs. Brenna Morlan by Trustees Dallison and Sanders and Mayor Salka.

The Board voted a third time via ballot. All ballots were passed to Mayor Salka and read aloud. This vote resulted the same as the second vote.

Trustee Sanders made a motion to table this discussion until the next Board Meeting on May 17, 2016. Trustee Davenport seconded.

Roll call: 4 – 2 (Trustees Davenport and Nyberg voted against)

Motion passed.

Action Agenda Item #2: Consideration Of Amendment To Owner-Engineer Agreement No. 1 Between The Town Of Bayfield And FEI Engineers

Town Manager La May stated that the Town of Bayfield entered into a contract with FEI Engineers for professional engineering services for the 2016 Waterline and Valve Replacement Project for \$24,875 on July 7, 2015. The project is partially funded with a Department of Local Affairs Energy and Mineral Impact Assistance grant for the water improvements. The project grant budget includes \$457,399 (DOLA 50% - \$228,700) for construction and \$56,345 (DOLA 50% - \$28,172.50) for engineering services for total project budget of \$513,744. The project was advertised and competitively bid. The project includes installation of water valves throughout the system and 1,300 LF of waterline replacement in Mesa Avenue. The contract was awarded to Canyon Construction for \$411,252.17. The bid included \$403,045.75 for water system improvements and \$8,206.42 for fiber conduit installation. The project bid for the water line was \$54,353.25 less than the initial construction budget. To complete the waterline in Mesa Avenue there is approximately another 800 feet and based on unit pricing staff estimates it would cost \$125,000 to complete. Staff believes there are some advantages to utilizing the remaining budget and potentially supplementing the project, to complete the water line replacement for the full length of Mesa Avenue. The contractor has expressed willingness to honor unit pricing, which is competitive. The construction activities would be limited to one season and Mesa Avenue is high on the priority list for resurfacing. Staff asked FEI Engineers to provide an amended agreement for the extension of the waterline on Mesa Avenue. For the additional design FEI provided a figure of \$8,790.00. FEI also requested an additional \$2,050 for the addition of fiber to the scope of the project. Finally, FEI is requesting additional compensation of \$13,475 for under estimating the time and fees associated with completing the initial scope.

Trustee Nelson stated that she would agree that doing the extra work at this time would be beneficial. She also stated that she understands that there was an honest mistake made in under estimating the costs for engineering of the initial scope of work. She feels that FEI should be compensated for this error but not at the total amount requested.

Trustee Nelson made a motion to approve the \$8,790.00, the \$2,050.00 for the fiber optics and \$10,000.00 in additional funds for the design fees that were not included in the original contract. Trustee Nyberg seconded.

Roll call: 6 – 0

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Motion passed unanimously.

Action Agenda Item #3: Consideration Of Notice Of Award Of The 2016 Water Plant Exterior Remodel To Integrated Water Services (IWS)

Town Manager La May stated that the Town included \$40,000 in the 2015 Budget for upgrades to the existing Water Treatment Plant (WTP) building including sheeting, replacing windows, re-insulating the attic, and placement of new metal siding and roof. The La Plata Archuleta Water District (LAPLAWD) agreed to include an add alternative to the base bid for the Upgrade and Expansion of the Water Treatment Plant Project in 2015. The project was intended to improve heating efficiencies, resolve leaks in roof and windows, and match materials. The low bid for the add alternate with the New WTP project was \$41,000 in 2015. This did not include any fascia or soffit repair and covering. The Town consulted with the low bidder Integrated Water Services (IWS) and after including these items to the project, it brought their bid to \$56,000. Other bidders had lower pricing for the add alternative and staff at that time believed it would be worthwhile to bid separately as the bids for the add alternative ranged from \$24,305 to \$128,000. Additionally, we had only budgeted \$41,000 for the project. Staff anticipated rebidding the project at the beginning of the year and included \$41,000.00 in the budget for the project. This winter; however, we had an incident with ice falling off of the roof and damaging portions of the building, which are now exposed to the elements and leaking into the insulation in the roof and wall on the north side of the building. Staff put the project out for bid in April with the additional repairs. The project includes repairs to the north side of the building. After attempting to get numerous contractors to provide quotes for the project, the Town advertised the project in the Durango Herald and Pine River Times and had two contractors attend the pre-bid meeting. At bid opening only one bidder, Integrated Water Services, Inc. submitted a bid. The bid amount was \$70,000. Staff is of the opinion that that there is some urgency to the project. IWS is the contractor constructing the New Wastewater Treatment Plant, and therefore, is on site saving some mobilization costs. Staff is recommending award of the 2016 Water Plant Exterior Remodel to Integrated Water Services (IWS) in an amount not to exceed \$70,000.00.

Mayor Salka asked if this bid would include residing of the existing building to match the new facility being built.

Trustee Nelson asked if this cost would include making repairs to the recently damaged areas of the facility.

Town Manager La May stated that this bid includes both the new siding and the repairs of recent damage.

Trustee Davenport made a motion to award the 2016 Water Plant Exterior Remodel to Integrated Water Services (IWS) in an amount not to exceed \$70,000.00. Trustee Dallison seconded.

Roll call: 6 – 0

Motion passed unanimously.

Action Agenda Item #4: Consideration Of Resolution 330, A Resolution Of The Board Of Trustees Of The Town Of Bayfield Updating The Policy Regarding Access To Public Records And Adopting Fees In Association Therewith

Town Manager La May stated that by adopting this resolution we will be updating our Open Records Policy so that it is compliant with State Statutes.

Trustee Nelson made a motion to approve Resolution 330, a resolution of the Board of Trustees of the Town of Bayfield updating the policy regarding access to public records and adopting fees in association therewith. Trustee Davenport seconded.

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Roll call: 6 – 0

Motion passed unanimously.

Action Agenda Item #5: Board Reports (SWCCOG, LPCEA, RHA, SWTPR, Region 9, Other)

Trustee Nelson stated that SWCCOG has a retreat this Friday.

Trustee Davenport stated that RHA will meet in June.

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

Trustee Sanders stated that Region 9 is discussing promoting loans in the rural communities.

Trustee Dallison stated that the Senior Board will meet on the 11th.

Mayor Salka stated that the Business Park Study from the LPCEA is included in tonights packet.

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

Action Agenda Item #6: Unfinished Business

Town Manager La May stated that the event planned for May 11th, at the library, is to talk about the revitalization of Mill Street. There are three proposed "Block Parties" on Mill Street to help with the revitalization process. Staff is also proposing that the Farmer's Market be moved out of Roadside Park to Mill Street. This proposition has caught a lot of interest and some opposition. Currently, the Farmer's Market is an event that takes place on Town owned property without permits or licenses. Staff feels that it would be beneficial to move the event to Mill Street and legitimize the event.

Trustee Dallison stated that she has received some comments regarding the Farmer's Market. Some vendors are worried that lack of highway access will diminish their sales.

Town Manager La May stated that when CDOT deeded the park property to the Town, it is stated in the agreement that there will be no commercial activity in the park. The Town has turned a blind eye to this event, for years. Town Manager La May is uncomfortable with this process and would like to see it rectified.

Mayor Salka stated that the Town should abide by the agreement with CDOT. He also stated that the Town should help with signage once the Farmer's Market is moved to Mill Street.

Trustee Nelson stated that she feels that it is time to review the Town's contracts.

Trustee Davenport stated that she would like to have more information on the presentation from the consultants on the Business Park.

Town Manager La May stated that he would ask Roger Zalneraitis, Executive Director of La Plata Economic Development Alliance, to come give a recap to the Board on the Business Park.

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Town Attorney, Jeff Robbins, stated that he would like for the Board to participate in a second Executive Session in accordance with C.R.S.24-6-402(4)(b) conferences with the Town Attorney to receive legal advice on specific legal questions concerning the Town's sewage system and legal issues.

Trustee Nelson made a motion to adjourn 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 Water Change Agreement with the Los Pinos Ditch Company. And also in accordance with C.R.S.24-6-402(4)(b) conferences with the Town Attorney to receive legal advice on specific legal questions concerning the Town's sewage system and legal issues, to include Town Manager La May, Town Attorney, Jeff Robbins, Public Works Director, Ron Saba, and Town Marshal, Joe McIntyre. Trustee Davenport seconded.

Roll call: 6 – 0

Motion passed unanimously.

The Board adjourned to Executive Session at 8:08 PM.

The Board came out of Executive Session at approximately 8:47 PM.

Mayor Salka stated that no decisions were made in Executive Session.

Meeting was adjourned at approximately 8:48 PM.