

Town of Bayfield
Regular Town Board Meeting
June 3rd, 2014
1199 Bayfield Parkway, Bayfield CO 81122

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

Town Board Members Absent:

Staff Present: Chris La May (Town Manager), Kathleen Cathcart (Town Clerk), Joe McIntyre (Marshal), Jeff Robbins (Town Attorney), Ron Saba (Public Works Director), Erin Dunavant (Finance Director), Scott Key (Parks and Recreation Director)

Media Present: Carol McWilliams with the Pine River Times.

The meeting was called to order @ approximately 7:03 p.m.

Roll Call: 7 present

Pledge of Allegiance:

Approval of Minutes: Trustee Nelson made a motion to approve the minutes from May 20, 2014 as presented. Trustee Nyberg seconded.

All were in favor.

Motion passed unanimously.

Approval of Bills: Trustee Davenport made a motion to approve the bills dated May 21, 2014 through May 28, 2014 as presented, including the bills sent by email from Finance Director Dunavant. Trustee Salka seconded.

Roll call: 7 – 0

Motion passed unanimously.

General Public Input: No comment was offered.

Town Updates: Trustee Morlan stated that he did not feel that boarding up the windows and posting a “no trespassing” sign on the Fox Farm Tower was a long term solution. Town Manager La May stated that this was a short term solution. There is still a \$10,000.00 grant available to determine the tower’s historical value and estimate the cost of repairs. The property owner, La Plata County Community Development Corporation, has not completed that grant application at this time. Trustee Nelson asked what was in the original development agreement regarding the tower. Town Manager La May stated that at one point the property was given to the Town of Bayfield in lieu of paying a Park Impact Fee in the amount of \$38,000.00. There were some stipulations that certain things had to be completed in a certain amount of time. Those items were never completed so the property reverted back to the La Plata County Community Development Corporation and they paid the Park Impact Fee. The Board agreed to have staff put this item on a future agenda and invite the Board from the La Plata County Community Development Corporation to the meeting.

Action Agenda Item #1: Discussion And Possible Action – 2014 Sewer Rehabilitation And Replacement Projects

Town Manager La May stated that we had bid openings on the two sewer projects. No bids were received for the replacement project. One bid was received for the rehabilitation project. Several contractors stated that the

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timing for the projects were not conducive to their current work schedules. The replacement project has been advertised for rebid. Those bids will be opened at 9:00 am on July 11, 2014 at the Bayfield Town Hall. At this time the rehabilitation project will be postponed until the fall.

Mayor Smith stated that he believes Town Manager La May and Public Works Director Saba have handled the situation in the best way possible. He also stated that he supports their decisions in rebidding the replacement project and postponing the rehabilitation project.

Action Agenda Item #2: Discussion And Possible Action – Town Purchasing Policy

Town Manager La May stated that Trustee Nelson had asked about the Town's purchasing policy, at the last meeting. The current policy gives preference to local purchasing at a rate of 5% on amounts up to \$500.00. This discount is for businesses located within the town limits. A discount of 2.5% is extended to businesses within a 10 mile radius of town.

Trustee Nelson stated that she thought the policy was very well written. She also stated that with the knowledge of this policy the Board could better understand why certain items are not purchased locally.

Action Agenda Item #3: Discussion And Possible Action – Resolution 318, A Resolution Of The Town Of Bayfield, Colorado Adopting And Creating Policies And Procedures For Naming Or Renaming Town Property

Town Manager La May stated that this policy would provide guidance to staff, when they receive a request to rename a Town park or facility.

Mayor Smith stated that a policy would give staff a procedure to follow and would eliminate things coming directly to the Board. He also stated that with a policy, staff would have an opportunity to prepare a report for the Board of Trustees and present the request. This would hopefully avoid decisions being made when emotions were high and thoughts unclear.

Trustee Davenport stated that she agreed that a policy and procedure was needed. She also stated that she would like portions of the proposed policy to be more clear and defined.

Trustee Nyberg stated that his concern is that there is no time limit included in the policy. Does this mean a park or facility could be renamed every five years?

Trustee Nelson stated that does not feel that 5 years is a long enough period to wait after a death to rename a facility. She suggested that the waiting period be changed to 7 years.

Mayor Smith stated that he feels once a name change is allowed there will always be issues.

Trustee Nyberg stated that the name of a park could change every 5 years.

Attorney Robbins stated that this does not preclude someone from coming in at the very next meeting after a name change is granted and requesting a name change for another person that has been deceased for 5 years.

Trustee Nelson stated that a facility could actually be renamed on a monthly basis.

Town Manager La May stated that this policy does not prevent the Board of Trustees from not acting on a request.

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Trustee Nelson asked if a town park or facility had ever been renamed.

Mayor Smith stated that the reason this policy is being suggested is because someone approached the Town about renaming Eagle Park. At that time the Staff and the Board did not know what to do.

Trustee Nelson stated that the Board could pass a resolution saying no parks or facilities will be renamed.

Trustee Sanders suggested that the criteria in the proposed policy be shortened.

Trustee Morlan stated that the Board is in place to make decisions. He does not feel that a policy is needed for everything that might come up.

Mayor Smith stated that he feels a policy providing guidelines and procedures for staff would be a valuable tool.

Trustee Davenport stated that maybe the policy should include more instructions for the interested party instead of guidelines for the staff.

Mayor Smith asked the Board if they would like to vote on the resolution as it is written, or would they like to instruct staff to rewrite portions and present again at a later date.

Town Manager La May stated that this policy is not taking the Board's authority away. After a request to rename a facility was received by staff, the Board would be presented with a report and a recommendation regarding the request. The decision would remain with the Board of Trustees.

The Board of Trustees agreed to have staff work on the policy some more and present it again at a later time.

Action Agenda Item #4: Discussion And Possible Action – Visioning Bayfield

Town Manager La May stated that staff held a public meeting and invited residents to participate in developing a Vision Statement for the Town of Bayfield. Six different options were included in an online survey. The results of that survey have been included in tonight's board packet.

Trustee Morlan asked if a statement could be chosen tonight.

Town Manager La May stated that if the board is comfortable with the survey results and feels there is enough information, a statement could be chosen tonight.

Trustee Morlan made a motion to remove the words "that is" from the first sentence in the first statement and adopt that statement as the Vision Statement for the Town of Bayfield.

Trustee Salka asked if the Town of Bayfield uses Facebook to reach its residents.

Town Manager La May stated that the Town uses an email list but does not use Facebook at this time.

Trustee Salka stated that this decision is being based on the statistics of 25 people. He also stated that the use of Facebook could enable the Town to possibly reach more of its residents.

Trustee Nelson stated that this survey was promoted by the Pine River Times.

Trustee Nelson seconded Trustee Morlan's motion.

Roll call: 7 – 0

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Motion passed unanimously.

Town Manager La May stated that Finance Director Dunavant wrote the Vision Statement that was just approved.

Town Manager La May stated that he has hosted 4 meetings in the last two weeks to discuss potential goals for the Town of Bayfield. Transportation and Land Use, Parks and Recreation and Natural Resources, Community Resources and Local Business Climate were the topics of discussion. Another meeting will be held to prioritize these discussions and to help allocate our time and resources for the different projects.

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

Trustee Nelson stated that SWCCOG will meet this coming Friday.

Mayor Smith stated that LPCEA will meet next Tuesday.

Trustee Davenport stated that RHA will meet tomorrow.

Trustee Salka stated that SWTPR will meet on June 27, 2014.

Trustee Sanders stated that 3 ½ years ago Region 9 provided \$100,000.00 matching funds to assist SWCCOG with the administration of a Telecommunications Grant.

Carol McWilliams stated that the seniors held their annual BBQ today. She also stated that the Senior Board is discussing the possibility of selling their bus. They believe that they can rent transportation cheaper than paying for maintenance on their own vehicle.

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

Action Agenda Item #6: New/Unfinished Business

Town Manager La May stated that the County Commissioners will be in Bayfield for breakfast on June 12, 2014 at 7:30 am at the Tuning Fork Café.

Town Manager La May stated that CML would be hosting an Elected Officials training on July 1, 2014 from 9:00 am to 12:00 pm at the Durango Library.

Town Manager La May stated that the Town of Bayfield did not receive the Land Acquisition Grant. We did receive the second years funding of the JAG Grant for the School Resource Officer.

Trustee Sanders stated that he had heard a lot of positive comments regarding the newly painted fire hydrants.

Trustee Sanders stated that Deputy Tonge visited an elderly couple in his neighborhood and they were very pleased with his professionalism and conduct. He asked Marshal McIntyre to express his thanks to Deputy Tonge.

Trustee Sanders stated that he would like to see the Board's compensation raised an additional \$125.00 per month. He asked staff to include this item on an agenda for discussion.

Town Manager La May stated that the Board cannot raise their own salary. They can raise the salary for future boards.

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Trustee Davenport stated that she is concerned about the lack of speed signs in the vicinity of County Road 509 and Bayfield Parkway.

Mayor Smith stated that he would be at the CML Conference during the next Town Board Meeting.

The meeting was adjourned at 8:03 pm.