

**TOWN OF BAYFIELD
REGULAR BOARD MEETING
1199 HWY 160 B. BAYFIELD CO 81122**

NOVEMBER 5, 2008 7 P.M.

BOARD PRESENT: Mayor Rick Smith, Justin Talbot, Debbi Renfro, Tom Au, Bob Piccoli, and Dan Ford

STAFF PRESENT: Justin Clifton, Town Manager, Joe Crain, Planner, Dirk Nelson, Town Attorney, and Pat Anselmo, Town Clerk. Marty Zwisler, Project Manager, was also present.

MEDIA: Carole McWilliams, Pine River Times

The Mayor called the meeting to order at 7 P.M.

APPROVAL OF MINUTES: Minutes of October 21, 2008:

Dan Ford moved to approve, as written, the minutes of the regular Town Board meeting held October 21, 2008. Tom Au seconded. The vote was six in favor, motion carried.

GENERAL PUBLIC INPUT:

The Mayor opened the meeting to the public for comments. David Black spoke, voicing concerns regarding the budget numbers for the Sanitation Fund. He thought there may be a shortfall situation. He suggested the Town consider establishing a special district and a mill levy as a method of paying for the sanitation treatment facility. He added, 'just food for thought'.

Action Agenda Item # 1: Approval of Bills:

Justin C. stressed, don't overlook the invoice that was placed on the dais earlier today. This invoice for Southwest Contracting was not included in the accounts payable submitted with the packet materials. The invoice is for work on the waste water treatment facility.

After a short discussion Tom moved to approve payment of bills submitted through October 31, 2008 but noted his intent to include the invoice for Southwest Contracting. Dan Ford seconded. The vote was six in favor. Motion carried.

Action Agenda Item # 2: Town Updates:

Justin C. asked if the Board had any questions pertaining to the items listed. Tom asked about the CML publications, Justin said they are excellent. The Town has quite a few of them, and access to all. 'Please let us know what you need and we will get it for you'.

Dan Ford asked about the progress on the sewer plant, 'are we in good shape, do we anticipate any problems on the horizons?' Justin C. replied, 'we are not in as good of shape as we first anticipated. Our initial numbers were based on estimates from the engineering firm. Our budget process doesn't provide for the Gem Village lift station.

We do have the money to build the sewer treatment plant; however, we will need to be sure we have enough money to meet the debt service requirements. Projections were based on (selling) 30 taps a year. The big issue is, the sewer plant is going to run closer to seven million (dollars).

We have to look for additional money.’ Justin C. is going after extra grant money. The budget in the packet shows an \$85,000 shortfall. He has talked to Ken Charles, (DOLA) who said there may be grant money available. Justin added, ‘the Town should be able to get \$1 for \$1 up to a million. We still have one year of deferred principal payment, i.e., we don’t have to make payment toward principal until 2010. There may be outside funds available for the Gem Village lift station’. There are several resources Justin C. is looking at. ‘We do not know if there will be more cost overruns. We are O.K., we are going to build the sewer plant. We need to be sure we have money set aside to make debt service. If that doesn’t happen, we will have to increase monthly rates’. Dan queried, ‘do you have full confidence in the contractors and engineering firms?’ Justin replied he is not happy with Stantec, but Brilliam is excellent to work with. They are being our fiscal watchdog. Justin however is constantly struggling with Stantec. He commented, ‘they are competent, they just do not get the information to us in a timely fashion’. Bob asked, ‘did we accept Stantec?’ Justin C. replied, ‘yes’.

Dan asked about liability insurance for the Town.

Bob Piccoli wanted to know who will do the punch list for the new water tank. Justin replied, ‘Brilliam Engineering’.

Update Economic Development: Justin C. said this was an excellent workshop. They covered networking, coordination efforts among towns and counties. They covered literally everything, how to promote commercial, the in-depth contributions of small businesses, recruiting, networking, case studies, taxes, impact fees, it was very comprehensive.

Bayfield still is struggling with one foot in the past, one in the future.

Action Agenda Item #3: Extension of Plat Validity- Highlands @ Dove Ranch:

Joe Crain addressed the Board on behalf of Jack Roe. The validity of the existing plat is due to expire December 20, 2008. The developer is requesting an extension for 180 days. Staff recommends that the Board approve the 180 day extension, which will put the deadline at May 20, 2009.

Bob Piccoli asked for the reasoning behind the request. Jack Roe responded. He plans on submitting a two phase project, he needs additional time in order to be ready by April.

Justin T. moved to approve the 180 day extension to Jack Roe, Highlands @ Dove Ranch, and moving the deadline to May 20, 2009. Tom Au seconded.

The vote was six in favor. Motion carried.

Action Agenda Item # 4: Draft Budget:

Materials were submitted for review of budgeted line items for Conservation Trust, Water, and Sanitation Funds. Justin C. cautioned, please keep in mind the numbers submitted are a work-in-process draft. There will be some changes in the Conservation Trust. There are several grants coming in before the end of the year that need to be included. ‘We have budgeted funds to pay the debt service, (waste water treatment facility) but need to incorporate costs for the Gem Village lift station. The final numbers

will be ready before the first meeting in December (December 2) in order for the Board to adopt the resolutions and ordinances and appropriate funds for the 2009 budget year'. A lengthy discussion followed regarding the Water Fund. Justin continued 'Jack is working on some pro-formas to determine what water rates will need to be set at to support this enterprise fund. The budget tonight is a conceptual one. The Board is going to take the numbers under consideration. The next draft will be pretty much final'.

Action Agenda Item # 5: Possible Highway 160 B Acquisition:

CDOT has made a proposal for the Boards consideration. They are trying to encourage the smaller towns to take over maintenance and ownership of some segments of State highway. Justin said that it was coincidence that the bridge inspector happened to be here at that time. He spent some time with Justin, they went down to look at both bridges to see what it may cost to either repair or to replace them. His initial response was that it would cost roughly one million {dollars} to replace the bridges at the existing width. The wider the bridge, the more, incrementally, the cost. It would probably take a half million just to mitigate the lead base paint, strip the paint, repaint to stop the rust, and do the necessary work on the rocker bars. The bridge inspector basically said, 'they need a *lot* of work'. Justin C. asked for the Boards input. 'Do you want to continue down this path, spend a little more to get more information?' Rick commented, 'don't spend any more money. Let's wait and see what CDOT has to say first'. He realizes the Town would need to collect more comprehensive data. He would like to see Bayfield take over Hwy 160 B. There are some definite advantages. It would provide much more flexibility to the Town. But, he knows 'we must be cautious and first ascertain what the State will commit to'. Justin said the State will release about twenty million {dollars} this year. The effort is simply to get the roads off of their books. Bob inquired, 'who would be responsible for permitting accesses?' Justin C. said he has touched base with Richard Reynolds (CDOT engineer) regarding this issue. Justin C. feels there is 'some flexibility, certainly we should go after complete access permitting'. Bob also wanted to know about the portion of Hwy 160 B that lies outside the Town's limits. 'Would we be responsible for maintenance of the entire length? We would be taking on much more road maintenance.' Justin C. replied, 'in general, the Town could get EIG money. The State can't. The HUTF is allocated on lane miles. It (gaining ownership) would allow for contiguity on properties that would more than likely want annexation in the near future'. Bob agreed with Rick, saying that 'before spending any more money, let's get additional data from CDOT'.

Dan Ford requested that the Board keep this item under consideration, reserving it for some time in the near future. He as well wants to 'wait to see what CDOT has to offer'.

Action Agenda Item # 6: New/ Unfinished Business:

Dan asked what the progress has been in selecting a Board member. Justin said the options for candidates will be reviewed at the next meeting. Rick extended his thanks to those involved in selecting the criteria while he was gone.

Bob announced that the Casino has scheduled their Grand Opening for November 29. He needs to know if there are additional people that should be invited.

Debbi asked about the progress on the road impact fees. Justin C. replied, he has not had sufficient time to work on this matter, accordingly, he did not place it on the agenda.

She asked for more detail in the minutes. Justin responded that by Statute, the minutes are only required to reflect the item under consideration, the motion, the second, and the vote. The Board can set a new policy on retention of the recording disks if they so choose.

CDOT is prepared to get the pedestrian crossing striped on 160 B. They should have it done soon.

No formal action will be taken on matters discussed in the Executive Sessions.

Tom Au moved to go into Executive Session, citing C. R. S. Sec. 24-6-402 (4) (a) for the purpose of matters relating to property acquisition. He asked that the session include Justin C. and Dirk. Bob Picolli seconded. The vote was six in favor. Motion carried.

The Board moved into Executive Session at 8 P.M.

Executive session ended, and the regular meeting reconvened.

Justin T. moved to go into Executive Session citing C.R.S. Sec. 24-6-402 (4) (e) for purposes of negotiations. Dan Ford seconded. The vote was six in favor. Motion carried.

The Board moved into Executive Session.

The Executive Session ended, and the regular meeting re-convened.

Motion to adjourn.
