

**Town of Jamestown  
Town Board Meeting  
January 19, 2016 Minutes**

Mayor Schoedinger called the meeting to order at 7:08 PM. Present at roll call were Trustees Julie Constantine, Vic Harris, Ken Lenarcic and Tim Stokes. Trustees Chad Droste and Carolyn Donadio were absent.

Others present: Millissa Berry, Town Planner; Chris Krolick, Town Financial Specialist; residents Roger Loving and Rainbow Schultz. Jonathan Bartsch and Tamira Jenlink arrived at 8:00 PM.

**Approval of Agenda:**

The Juggernaut discussion will take place when Jonathan Bartsch arrives; he was running late.

Trustee Constantine moved to approve the agenda seconded by Trustee Stokes. The motion that passed unanimously.

**Approval of the Minutes:**

Trustee Constantine moved to approve the December 7, 2015 minutes and was seconded by Trustee Lenarcic. Trustee Stokes abstained. The motion carried.

Trustee Constantine moved to approve the December 14, 2015 minutes and was seconded by Trustee Harris. Trustees Stokes and Lenarcic abstained. The motion carried.

Trustee Constantine moved to approve the January 4, 2016 minutes and was seconded by Trustee Harris. Trustee Stokes abstained. The motion carried.

**Clerk's Report:** Nomination Petitions are due January 25, 2016. The Board asked that the Clerk look into doing a mail ballot election and to see if there's time to adopt an ordinance or resolution to do so at the February 1 Board meeting. The Clerk also prepared an election timeline for the Board's information.

**ANNOUNCEMENTS:**

Trustee Stokes will be out of the country the first two weeks of February.

**SPECIAL ORDER OF BUSINESS:**

- **Presentation BY AMECFW of the Final Design for Gilliespie Gulch (Jarred):** The drainage plan for Gilliespie Gulch has been redesigned a number of times due to FEMA restrictions. The 7'x7' pre-cast concrete culverts are ready to be installed on 12th Street to James Creek. Duran Excavating held off on the road repairs in order to tie in with the permanent repairs and to tie in

with the new drainage system on the corner of 12th and Mesa once the new drainage system is put into place. This will insure proper surface drainage so that private property owners aren't affected. Grading will be sloped accordingly.

There will be a two-ton sloped grate at the inlet of the culvert. Anything that passes through the grate will be flushed out with the flow of water (designed to do so) particularly with a 100-year flood that will push debris to the top of the grate and flush it out. The "pool" at the end of the culvert will fill with sediment (normally). With a 100-year flow, the fine sediment will be self-flushing. The water rights will be moved from the existing pump house to the new well and pump house.

The entire project will be done on the Town's right of way.

The Gilliespie Gulch schedule is as follows:

January 29	Final Plan
February 1	To Boulder County to put for bid
February 11	Pre-bid meeting
February 26	Bid opening
July 5	Work begins
October 14	Project Completion

On March 7th at the Board of Trustees meeting, there will be a Notice of Intent, FEMA reviews then issues award in April of Notice to Proceed.

The irrigation head gate replacement project is scheduled for the fall of 2016.

- **Juggernaut - Review of the 2015 Race and Plan for 2016 with a Proposal to the Town Board**

Jonathan Bartsch was not present.

Trustee Stokes moved to table until his arrival seconded by Trustee Harris. Unanimous vote.

#### **COMMUNITY UPDATES:**

##### **Discussion, Direction, Action: Flood Response, Recovery and Rebuilding**

- **Long-Term Recovery Plan Implementation Update (Millissa):** The Vibrant Community Group met January 19 to brainstorm to look into potential grant avenues (GOCO) for a memorial garden for Joe Howlett's property (153 Main), 150 and 167 Main.

BOCO Strong has encouraged residents to attend their meetings to help promote tasks such as seeking grants and taking part in discussions on Aging in Place.

Mayor Schoedinger recommended that the Vibrant Community Group talk with adjacent property owners to get their input on what types of gardens they might like to see and outline a community process for landscaping Joe Howlett's property.

- **Water System Update (Tim):** The new well that was drilled on 12th and Mesa produces 3 gallons of water per minute. It's not enough water to use for back up in the event of a drought or fire and won't be used as a primary back up source.

The water committee put together a five page document with potential well sites. The Town's water attorney, Ronni Sperling will be asked about it and transferring water shares. One option that was discussed was to build a clear well, which is less expensive than building a pump house. The clear well would allow trucks to fill the well and pump water into the distribution system and pressurize the system to fill the storage tanks (if and when the water plant is compromised). There aren't funds to drill a deep well or acquire new water shares at this time.

- The Supervisory Control and Data Acquisition (SCADA) system will be installed soon at the water treatment plant. This will enable the plant operators to check their laptops from home to see what the problem is if and when the alarms go off in the early morning hours.
- The geo-thermal biomass (schmutzdecke) is not forming due to the cold temperatures of the water and lack of nutrients.
- Backup generators have been ordered and will be delivered soon. The generators will run the plant when there is a power outage.
- The engineers have designed a valve system that will automatically close off water delivery to the storage tanks when there's a drop in pressure.

#### **PARKS UPDATE (Vic):**

- The committee is working on the timeline for the Town Square with a spring-time start date with the completion goal before July 4th although the Town Square may not be useable by the 4th of July due to reseeding.

#### **ROADS & BRIDGES (Julie):**

- Buddy Kihm has been working on the drainage at 16th and Spruce Street and replaced the culverts. A new catch basin has been ordered and will be picked up January 20 and installed by the end of January.



Resident Heather Yahnke asked that the old culverts sitting on the south side of her property be moved elsewhere.

#### Other Updates:

- Millissa is working on the Census to correct the Town boundary lines.
- Millissa attended the Lefthand Watershed Oversight Group (LWOG) kick-off meeting for the James Creek restoration work with public outreach scheduled in two weeks.
- Trustee Lenarcic attended the LWOG meeting today (January 19). The county will work with private landowners on Little Jim Creek and Mill Street with regards to the restoration project. This will require Right of Entries from each of those landowners.

#### OPEN FORUM

- Rainbow Shultz from the Merc was present to ask the Board for their opinions on serving three kinds of pre-mixed alcoholic drinks to the Merc patrons in an effort to increase revenue. She presented this idea at the last Community Meeting and it was met with the public's approval. The Board was supportive and recommended that Rainbow check with her insurance company, the State Liquor Licensing Authorities. The Clerk will send her the Town's Ordinance and check the process for applying for a new liquor license.

- **Juggernaut (moved here)** Jonathan Bartsch and Tamira Jenlink arrived at 8:15 PM to discuss the 2016 Marathon race in Jamestown. Last year's marathon raised \$3,500 for the Town. The race in 2015 had partnerships with the Town, JVFD, Merc, Cal-Wood, Balarat, LHFPD, Tamira Jenlink and Colleen Williams (EMS) and the Boulder Track Club.

Jonathan proposed increasing partnerships, including Jamestown Elementary, to help build capacity for the future and build ownership in Jamestown. Jonathan (on behalf of the Boulder Track Club) would like to use the \$3,500 raised in 2015 for the 2016 marathon to help create a website to get the word out to runners and promote the race. This year's notion is to have a mountain bicycle race the day after the marathon race.

The vision: last year's race had 100 runners. The goal for year two is to have 200 runners to raise revenue for the Town (with increased sponsorship). Year three's goal would be to increase the race to 300 runners and adding a mountain bike race the next day with an estimated revenue projection of \$25,000. Years 4 and 5 could be ramped up to \$75,000 in revenue by pulling in more runners.

The Board questioned the liability to the Town and the need to look into this long-term. The Board would like to see a written proposal where no liability to the Town is incurred. Parking is a major issue as well as the three construction projects that will be taking place in September 2016. The race should be sanctioned by the Jamestown Community and determined whether or not the Community wants to interact with the outside world. If the Community supports the race, then the Board can push for it.

Mayor Schoedinger asked for a proposal that would include the Community's input. The proposal should also reflect who carries the liability as well as the physical liability--the Town or Boulder Track Club. There should be no financial liability to Jamestown. If the BTC runs the race and engages the Community, they should train the volunteers required for the race. All proceeds (less 10%) should come to the Town.

Tamira noted that if the Town is not physically responsible, then the proceeds should go to the BTC.

The Mayor pointed out that the \$3,500 that was raised in 2015 does belong to the Town.

**Trustee Stokes moved that all costs are donated up front and to use the \$3,500 as seed money in 2016 without the Town taking on any liability and with BTC taking on the liability as well as submitting a detailed proposal to the Board on February 1. Trustee Constantine seconded the motion.**

Trustee Lenarcic recommended that the \$3,500 go towards the 2016 race and that the BRC absorb all liability under an umbrella policy.

Jonathan said that the February 1 meeting is too soon to pull together a proposal and preferred the March 7th Board meeting.

Mayor Schoedinger would like Jonathan and Tamira to put out a survey to the Jamestown Community to get their input.

**Unanimous vote.**

## **OLD BUSINESS**

- **Finance Clerk**

Chris Krolick, Erika Archer and Trustee Harris interviewed applicants for the position starting at 20 hours per week. Chris highly recommended Julie Fisher who is also working in the same finance capacity for Boulder County and has the knowledge of working with flood recovery funds, which is what's needed in Jamestown. If additional assistance is needed, then they'll look at the Tier 2 applicants.

Trustee Constantine moved to appoint Julie Fisher as the Town's finance clerk seconded by Trustee Stokes. The motion passed unanimously.

#### **NEW BUSINESS**

- **Motion to Approve the Final Design for Gillespie Gulch:**

Trustee Harris moved to approve the Final Design for Gilliespie Gulch as presented seconded by Trustee Constantine. The motion passed unanimously.

- **Resolution 1-03 Regarding Acceptance of the State of Colorado DOLA EIAF Grant #8031 for \$30,000 (Inventory Asset):**

The Mayor will sign the contract and Chuck Reid will Management the grant.

Trustee Stokes moved to approve Resolution 1-03 Regarding the Acceptance of the State of Colorado DOLA EIAF Grant #8031. Trustee Harris seconded the motion. Trustee Lenarcic was opposed. The motion carried.

- **Resolution 01-04 Regarding Acceptance of the State of Colorado, Department of Public Safety, Division of Homeland Security and Emergency Management Grant Agreement HMGP 4145 63-R (Lower Main Street Bridge -- Engineer and Design)**

Trustee Harris moved to approve Resolution 1-04 and was seconded by Trustee Constantine. The motion passed unanimously.

- **Resolution 01-05 Regarding the Acceptance of a Grant from the State of Colorado Department of Homeland Security and Emergency Management, HMGP 4145 44-R (Elevation)**

The grant is for \$286,123 to elevate properties located at 40 and 99 Main Street as mitigation for future potential flooding and assistance resulting from the 2013 flood.

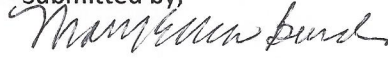
Trustee Stokes moved to approve Resolution 1-05 seconded by Trustee Harris. The motion passed unanimously.

#### **COMMITTEE REPORTS**

**LWOG:** Trustee Lenarcic reported that LWOG is going through a similar process as Jamestown, i.e., organizing staff, money and approving policies such as code of ethics and purchasing policies.

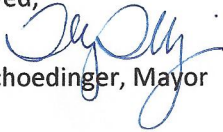
Being no further business, Trustee Constantine moved to adjourn at 9:41 PM seconded by Trustee Stokes. The motion passed unanimously.

Submitted by,



Mary Ellen Burch, Town Clerk

Approved,



Tara Schoedinger, Mayor