

**TOWN OF JAMESTOWN
REGULAR TOWN BOARD MEETING
May 1, 2017 MINUTES**

Mayor Schoedinger called the meeting to order at 7:18 p.m. Present at roll call were Trustees Harris, Donadio, Yahnke, Droste and Lenarcic

Those in the audience included: Jan Reed, Denise Strauss, Tim Stokes, Jim McGinley, Scott Golden, Tessa Brandt, Chris Krolick, Steve Edelstein, Jaye Brotherton, Chris O'Brien, Dixon King, Erika Archer, Jennifer Lucas, Mary Brown, Martine Amade, Barb Lenarcic, Eric Flink, Milissa Berry

Approval of Agenda

The ADU water fees/funding for water enterprise will be postponed. Trustee Lenarcic requested moving Resolution 05-07 above the approval of the use of town hall up in the agenda.

Trustee Droste made a motion to approve the agenda as amended. Trustee Harris 2nd the motion. The motion passed unanimously.

Approval of 2/6/17 Minutes

Trustee Donadio made a motion to approve the Feb. 6th, 2017 minutes. Trustee Harris 2nd the motion, which passed unanimously. Trustee Yahnke abstained from the vote.

Approval of 3/6/17 Minutes

Trustee Harris made a motion to approve the Mar. 6th, 2017 minutes. Trustee Droste 2nd the motion, which passed unanimously.

Clerk Report

The town received a new Building Permit that has been processed by the County.

- 4 Main St. – Kohlhaas, Electrical permit

The Town Square has been held (pending rental agreement) for Sat. August 19th by the Jamestown Church for their 100th year celebration.

The Insurance paperwork audit is scheduled for Thurs. May 4th 2017.

ANNOUNCEMENTS

The next Jamestown Recycling days will be Saturday May 13th from 10 a.m. to 12 p.m. in the church parking lot.

Trustee Harris announced that the Care Connect sign up will be on Saturday May 13th as well. People over the age of sixty can sign up for services from volunteers from Care Connect.

SPECIAL ORDER OF BUSINESS

Review and Approve Trustee Nomination

Mayor Schoedinger recognized and thanked Trustee Lucas with a Certificate of Appreciation for her time as Trustee.

Michael Box has expressed interest in joining the board of trustees. Michael stated that he is interested in being a part of the town government and helping make decisions in moving the town forward in the direction it has been going. The town has given him a lot and he is happy to give back to the town.

Trustee Harris moved to approve Michael Box as a Trustee of the town. Trustee Donadio 2nd the motion, which passed unanimously.

The Clerk read the Oath of Office to Michael Box and became an official Trustee of the Town of Jamestown.

Appoint Roads/Bridges & Town Hall Committee Chairs

Trustee Harris moved to appoint Carolyn Donadio as the Road and Bridges Chair and appoint Chad Droste as the Town Hall Chair. Trustee Box 2nd the motion, which passed unanimously.

SPECIAL PRESENTATION

2016 Audit (Swanhorst & Company)

Wendy Swanhorst presented the draft of the 2015 Audit. She said there were sixty journal entries in the books to accommodate the grant accounting portion of the books. In addition, she recommended an accountant to provide the necessary adjustments to the books before starting the 2016 audit. Mayor Schoedinger spoke to Don Sandoval with DOLA and made a recommendation to speak to Cynthia in his office to understand what needs to be done for the 2016 audit. Chris Krolick spoke to Don and he stated that someone from the DOLA office will reach out to us with a date to review the books before the 2016 audit. Wendy added that the draft that has been submitted is correct and that the final will be provided this week for final approval.

COMMUNITY UPDATES

Comprehensive Plan (Milissa Berry)

Milissa Berry gave an update on the comprehensive plan. There is a community meeting scheduled for May 15th to get feedback from the community.

Drainage and Stormwater Management Master Plan (Milissa)

A community meeting is scheduled for May 31st. At the regular meeting in June, Ayers will present their findings for board review. Any recommendations will be incorporated and included in the final draft for approval in July.

Town Square

Trustee Harris gave an update on the town square. The ramada and rock wall are complete. The bike rack has been moved and the concrete pads for the fountain and bike station have been poured. The sod is tentatively scheduled for installation on May 11th. Trustee Harris recognized Quinter, Bela, David Mans, Rudiger and Sam who built and roofed the ramada. Steve Edelstein asked how the grass would be watered. Trustee Harris stated that the trees will be watered by a drip system and the sod will be watered by two large sprinklers. Another question from a resident was about handicapped access to the town square. The access will be next to the concrete pad on the east side of the park. There will be a community effort to plant trees at 1 p.m. on Sunday, May 7th.

James Canyon Reconstruction (FEMA portion) update

Mayor Schoedinger gave an update on the James Canyon reconstruction project. The creek work will begin in mid to late May. Kelly trucking will begin in May. The project is expected to be complete in a year and a half. There will be a link on the town's website to the County James Canyon Reconstruction Project website.

James Canyon Reconstruction (CDBG-DR portion)

There are three sections that will not be approved by FEMA. These are included with this portion.

Gateway Markers

The gateway markers are in progress. Jenn Lucas stated that Craig Brown has found a way to inexpensively color the metal on the design.

Gillespie Gulch

Plans and specs have been submitted and they are currently being reviewed by DHSEM. The town is in the process of submitted a permit with the Army Corps of Engineers. That should be received soon. The bids are expected to go out the middle of June. The notice of intent to award will go out in July with the notice of intent to proceed projected for August. The entire project is expected to be finished in January 2018.

Irrigation Ditch

The cultural survey is being delivered to DHSEM this week. The work is expected to start in September

Water System Upgrades

The road repairs are expected to start on May 9th by Marshall Fike.

Water Operations Update

Tim Stokes gave an update on water operations. The work in the small tank is completed. All the deficiencies identified have been rectified. The four experimental columns should be up and running by the end of next week, in time for spring run-off. Historically, the town has had issues with turbidity each spring. This is an effort to help reduce those issues. Tim requested a special presentation to the board on June 5th, starting at 6:30 p.m. to discuss a plan for fiscal responsibility.

Elevations

The designs for two homes are currently being finalized. The invitations to bid will go the end of May with the project completion for the end of 2017.

Rain Gauge

There were three design proposals received for this project. The design firm will be selected in an upcoming meeting. Boulder County will maintain the rain gauges once completed.

BOARD ACTION ITEMS

Approval of liquor license renewal for Jamestown Mercantile

Trustee Droste made a motion to approve a liquor license renewal for Jamestown Mercantile. Trustee Donadio 2nd the motion. There are no known complaints concerning the liquor license for the Jamestown Mercantile. The motion passed unanimously.

Approval of Ordinance 05-02, Series 2017 ADU Ordinance

Barb Lenarcic on behalf of LUHAC is asking for approval of the ADU Ordinance. She also wanted to thank the board for the approval of attorney fees. Milissa Berry discussed the recommendations from the town attorney. Some of the definitions were removed. A few of the different types of ADUs was added to section three. Also added were safety concerns among other items. The town attorney made some changes to the text. There were a few areas regarding notification of adjacent property owners. He felt that posting the building permit was adequate notice. Another area brought to their attention was parking. One suggestion was to require a minimum of one off-street parking location. A second suggestion was to remove the statement that it is required by the town and add that it is just a consideration.

Trustee Donadio made a motion to approve Ordinance 05-02, Series 2017 ADU Ordinance with the amendments as discussed. Trustee Lenarcic 2nd the motion.

Trustee Harris read the Ordinance in its entirety.

The motion passed unanimously.

Jamestown Open Space Properties (Maintenance) - Stewardship Committee

Barbara Byrnes-Lenarcic and Mary Brown presented a proposal of a stewardship committee to help manage the town open spaces and town properties, including the town parks committee. Trustee Droste asked that the cemetery remain as a stand-alone committee. A suggestion was made to reach out to all the existing committee chairs. There is a good consensus from the board as of now. A community board meeting will be scheduled on June 19th to ask for feedback from residents and get direction from the board on how to proceed.

Review of Letter regarding 21 Ward St

Erik Flink discussed the letter he submitted to the board regarding he and his neighbors support of the licensing agreement for 21 Ward Street. The adjacent homeowners, Erik Flink and Suzanne Marie and Rich Kane would prefer the licensing agreement instead of the stewardship option.

Approval of 4th of July budget (J. Brotherton)

Jaye Brotherton presented a budget to the board. The budget is \$6k.

Trustee Droste made a motion to approve the 4th of July budget for 2017. Trustee Yahnke 2nd the motion, which passed unanimously.

Approval for Community Gardens Group to use the Town Hall for a fundraiser on May 7th, 2017

Trustee Donadio made a motion to approve the Community Gardens Group to use the Town Hall for a fundraiser on May 7th, 2017 with the following conditions, JAM must agree to sponsor (beer for donations) or if the gardens group is hosting, no alcohol can be served. Trustee Box 2nd the motion, which passed unanimously.

Approval of Resolution 05-07, Series 2017 – Approval for the use of Rebuild Jamestown funds - up to \$1,874.00 - for the local match toward the 2016 Sustainability Grant (community garden)

Trustee Droste made a motion to use Rebuild Jamestown funds - up to \$1,874.00 - for the local match toward the 2016 Sustainability Grant (community garden). Trustee Donadio 2nd the motion, which passed unanimously.

Discussion and approval of a horseshoe pit in the Town Square (Vic/Martine/Wendy)

A design proposal was submitted for a permanent horseshoe pit. The consensus of the board is to ask the community for their input via a survey.

Discussion about the issue of memorials in the Town Square (Vic/Martine/Wendy)

Environmental Covenant for Elysian Park (Vic/Ken)

Trustee Droste made a motion to table the discussions about the memorials in the town square and the environmental covenant for Elysian Park to the next meeting. Trustee Harris 2nd the motion, which passed unanimous.

Approval of Resolution 05-08, Series 2017 – Approval of the use of Compton Foundation funds, kept in the Rebuild Jamestown fund, for the amount of up to \$10,000 for the Martha Russo/CU Anvil picnic table project

Trustee Harris made a motion to approve Resolution 05-08, Series 2017 – Approval of the use of Compton Foundation funds, kept in the Rebuild Jamestown fund, in the amount of up to \$10,000 for the Martha Russo/CU Anvil picnic table project. Trustee Droste 2nd the motion, which passed unanimously.

Motion to Approve/Accept the 2015 Audit

Trustee Harris made a motion to approve/accept the 2015 Audit. Trustee Donadio 2nd the motion, which passed unanimously. Trustee Box abstained from the vote.

COMMITTEE REPORTS

Trustee Harris made a motion to table the committee reports. Trustee Lenarcic 2nd the motion. The motion was unanimously approved.

ADJOURN

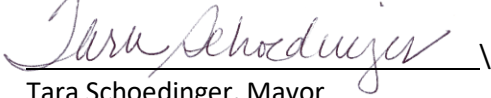
Trustee Harris moved to adjourn the meeting. Trustee Donadio 2nd the motion. The motion carried unanimously and the meeting was adjourned at 10:33 p.m.

Respectfully submitted by,



Kristi Rutledge, Town Clerk

Approved,



Tara Schoedinger, Mayor

**The 05/01/17 Board Meeting was recorded in its entirety. Audio recordings are accessible by the public and are officially kept in the Town Office. They may also be kept on the Town Web site.*