



**TOWN OF JAMESTOWN
REGULAR TOWN BOARD MEETING
October 7th, 2019 MINUTES**

Mayor Lenarcic called the regular meeting to order at 7:05 p.m. Present at roll call were Trustees Box, Loving, Brancato, Yahnke and Harris. Trustee Chezar was absent.

Audience members in attendance included: Jyoti Sharp, Mary Brown, Barb Lenarcic, Rainbow Schultz, Arne Metzger, Rachel Engel, Samuel Smith and Jan Reed

ADMINISTRATIVE ITEMS

Approval of Agenda

Trustee Yahnke made a motion to approve the agenda. Trustee Harris 2nd the motion, which passed unanimously.

APPROVAL OF MEETING MINUTES

Approval of the September 9th Meeting Minutes

Trustee Loving made a motion to approve the September 9th, 2019 meeting minutes. Trustee Box, 2nd the motion, which passed.

FLOOD RESPONSE, RECOVERY AND REBUILDING

Discussion, Direction, Action:

Tara gave an update on flood recovery activities. The outstanding warranty items on the Irrigation Ditch have been completed. RG and Associates will be sending a sketch for a winterization design. The team is working on valve access and an operations plan is being developed to begin using the ditch by this winter.

Computer Sites Inc was selected as the contractor for the Backup Generator project at the Fire Hall.

The drainage issues at Skunk Tunnel have been assessed. The team is continuing to evaluate drainage in the area.

The LOMR (letter of Map Revision) for the Main Street bridge has been reviewed. Tara has asked that the team to work with Mark Williams (Floodplain Manager) on the properties in the area.

Construction on County Road 94 is substantially complete. However, the shoulder in front of the property at 20 Main Street is inadequate and was not constructed to the specs of the project. The final designs were received from the contractor and will now include a guardrail. The funding has been extended and the work will be done in the Spring in 2020 to be completed by June 1, 2020. The team is also reviewing safety measures for the winter months.

ANNOUNCEMENTS

Mayor's Report

The Mayor gave an update on activities since the last meeting. Century Link has completed the installation of the power poles in James Canyon and will begin working on splicing the cables. The Sustainability Grant application for 2020 was submitted. The application included funding continue Zero Waste events and monthly recycling pick-ups and some funding for the Community Garden.

IN-PERSON REPORTS

Town Clerk/Treasurer Report: Kristi Rutledge

The 3rd quarter financials were submitted.

Water Committee: Vic Harris

The CIRSA (Insurance) and the CDPHE (Colorado Department of Public Health and Environment) inspections were completed.

LUHAC: Barb Lenarcic

The committee decided to add tiny houses to the ADU Ordinance. That Ordinance revision is up for review at this meeting. The next meeting is November 19, 2019.

Stewardship Advisory Committee: Ken Lenarcic
The crack willows at 34 Main Street have been trimmed.

BOARD ACTION ITEMS

Discussion, Direction, Action:

63/67 Ward Street Development

There were recent complaints from residents about the road being blocked due to transport of steel beams for the new bridge. Residents were not notified about the closure. In addition, Rainbow Shultz sent a letter to the board asking for a representative to speak with the Developers about the continued harassment and vandalizing of their property.

Ken Lenarcic stated that he sent a letter to the Developer to notify them that they need to provide notice to the Town before closing any roads. He also stated that the "Town of Jamestown will not tolerate the destruction of property or the escalation of the conflict you have with your neighbors".

Trustee Box asked about the standard procedure for closing a road in the City of Boulder or other towns. Tara Schoedinger stated that a permit is required for closure of a right-of-way.

Trustee Harris asked if the Mayor included a time frame in the notice about closing the road. He stated that it should be no less than 48 hours notice. Also, there should be a procedure at the end of the day for filling or covering the roadway after the workday is finished. This is important for emergency access as well. There should also be a plan for emergency access during the day while the road is closed.

Rainbow Shultz stated that she received certified letters today saying that her entire front yard is in the right-of-way and that they can use any part of that right-of-way. The subdivision plat grants the Town of Jamestown and all serving public utilities for its use and the use of the public forever as an easement and right-of-way. Tara Schoedinger stated that the Town has protected the rights of property owners since long before the flood. There are mechanisms available for the town to protect property owners.

Arne Metzger made a comment that the town should not accommodate the builders request for a variance to build a special water line 18" under-ground. The Town should adhere to its requirements of 7 feet under-ground. He also asked if the Town granted that variance. Trustee Harris said the town consulted with an engineering firm and the Developers were required to provide information on the materials they intend to use to the engineer for review and assessment. Tara stated that this should not be allowed to be done on Town property. The Town shouldn't assume the responsibility and the town board should approve any variances.

Trustee Box made a motion that the Town Board draft a letter to ALM Properties stating that there should be no construction or modification to rights-of-way without the consent of the Town Trustees. Trustee Yahnke 2nd the motion, which passed unanimously.

Trustee Box made a motion that the Mayor sends a separate letter to ALM Properties that notice of closure of a town right-of-way must be given no less than 48 hours prior to work being done, must use a plate to cover road or back fill each afternoon to ensure roadway is passable, coordinate with Fire Chief to make apparatus available and must provide emergency access. The notice should include an emergency plan. Trustee Loving 2nd the motion, which passed unanimously.

Request for Variance: Jyoti Sharp

Jyoti Sharp is requesting a variance to the town setback Ordinance to accommodate a carport at her residence at 175 Main Street.

Trustee Yahnke made a motion to hold a public hearing at the November 7th, 2019 meeting. Trustee Box 2nd the motion, which passed unanimously.

Jyoti will send a letter notifying neighbors within 300 feet of her property.

Claim for repairs to hillside behind 69 Mesa Street

Jan Reed is requesting approx. \$1,060 for a path to be built behind her house where an accident occurred while Water Operations crews were working on the road behind her residence trees were uprooted behind her home. The Water Committee Chair granted up to \$600 for the repairs.

Approval of Ordinance 10 06, 2019, An Emergency Ordinance permitting and providing requirements for accessory dwelling units.

Trustee Yahnke made a motion to table the amendment of the Ordinance until the definition of Tiny House complies with Boulder County's requirements.

Trustee Box added that the Board does support the proposed amendment but can't pass it as its written.

Trustee Brancato 2nd the motion, which passed unanimously.

Date for 2020 Budget Workshop

The board scheduled the 2020 budget workshop for November 12th, 2019 at 6:30 p.m.

Chairperson for Roads & Bridges

Trustee Yahnke made a motion to table naming a Chairperson for the Roads and Bridges Committee until January 2020. Trustee Box 2nd the motion, which passed unanimously.

Water Operations Report

The Water Committee will be sending out shut-off notices to customers who have accounts that are currently excessively in arrears.

ADJOURNMENT

Trustee Box made a motion to adjourn the meeting at 10:40 p.m. Trustee Yahnke 2nd the motion, which was approved unanimously.

Approved,



Kenneth Lenarcic, Mayor

Respectfully submitted by,



Kristi Rutledge, Town Clerk

**The 10/7/19 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.*