



**TOWN OF JAMESTOWN
REGULAR TOWN BOARD MEETING
May 4, 2020 MINUTES**

Mayor Lenarcic called the meeting to order at 7:02 p.m. Present at roll call were Trustees Harris, Box, Yahnke, Brancato, Loving and Mueller.

Approval of Agenda

Trustee Yahnke motioned to approve the May 4, 2020 agenda. Trustee Mueller 2nd the motion, which passed. Trustee Box abstained.

Approval of Minutes from April 6, 2020

Trustee Loving made a motion to approve the April 6, 2020 minutes. Trustee Harris 2nd the motion, which passed unanimously.

OATH OF OFFICE

The Clerk gave the Oath of Office to the incoming Trustees and Mayor. The board welcomed new Trustee Courtenay Bedell and welcomed back Mayor Tara Schoedinger.

RECOGNITION OF DEPARTING MAYOR AND TRUSTEE

Mayor Schoedinger thanked Trustee Harris for his service to the board for so many years. The board also gave thanks to Mayor Lenarcic and his years of service to the Town.

D. RECOVERY UPDATE

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

Tara gave the update on recovery efforts. The construction on County Road 94 began today and is expected to last for 6 weeks. The team will be reaching out to residents who have driveways in the area to make sure they understand the process.

ANNOUNCEMENTS

Ken sent out the latest information from the County regarding COVID-19. The County is requiring face masks to be worn in public. The rules of Boulder County will apply to Jamestown.

SPECIAL ORDER OF BUSINESS

Nomination of Committee Chairs:

- Trustee Box made a motion to approve **Roger Loving and Matt Kohlhaas as the Water System Committee Co-Chairs**. Trustee Brancato 2nd the motion, which passed unanimously.
- Trustee Brancato made a motion to approve **Michael Box as the Jamestown Volunteer Fire & EMS Committee Chair**. Trustee Loving 2nd the motion, which passed unanimously.
- Trustee Brancato made a motion to approve **Allan Mueller as the Roads & Bridges Committee Chair**. Trustee Loving 2nd the motion, which passed unanimously.
- Trustee Mueller made a motion to approve **Michael Box as Town Parks Committee Chairs (Elysian Park & Town Square)**. Trustee Bedell 2nd the motion, which passed unanimously.
- Trustee Mueller made a motion to approve **Heather Yahnke as the Cemetery Committee Chair**. Trustee Brancato 2nd the motion, which passed unanimously.
- Trustee Bedell made a motion to approve **Heather Yahnke as the Town Hall Maintenance Committee Chair**. Trustee Box 2nd the motion, which passed unanimously.
- Trustee Box made a motion to approve **Joe Brancato, Aaron Rutledge, Deanna Frantz and Jan Reed as the Garden Committee Chairs**. Trustee Yahnke 2nd the motion, which passed unanimously.

- Trustee Brancato made a motion to approve **Bridget Johnson as the Boulder County Recycling and Composting Authority Chair**. Trustee Yahnke 2nd the motion, which passed unanimously.
- Trustee Loving made a motion to appoint **Barb Byrnes-Lenarcic, Matt Kohlhaas, Mary Brown, Steve Jewell, Nancy Loving and Jim McGinley as LUHAC Committee Members**. Trustee Brancato 2nd the motion, which passed unanimously.
- Trustee Yahnke made a motion to approve **Allan Mueller, Arne Metzger and Ken Lenarcic** as the Wildfire Safety Steering Committee members. Trustee Brancato 2nd the motion, which passed unanimously.
- Trustee Yahnke made a motion to approve **Roger Loving, Joe Brancato, Colleen Williams, Jim McGinley, Steve Oncley** as members of the Watershed Steering Committee. Trustee Bedell 2nd the motion, which passed unanimously.
- Trustee Bedell made a motion to approve **Roger Loving** as the CML Policy Representative. Trustee Yahnke 2nd the motion, which passed unanimously.
- Trustee Bedell made a motion to approve **Roger Loving and Ken Lenarcic as the Lefthand Watershed Center Chairs**. Trustee Brancato 2nd the motion, which passed unanimously.
- Trustee Loving made a motion to approve **Mayor Schoedinger as Consortium of Cities Chair**. Trustee Box 2nd the motion, which passed unanimously.

Appointments:

- Trustee Yahnke made a motion to appoint the following:
Kristi Rutledge as Town Clerk & Treasurer
Michael Box as Mayor Pro-Tem
Courtenay Bedell as Town Clerk Pro-Tem
Arne Metzger and David Mans as JVFD Fire Chiefs
Colleen Williams as EMS Chief
Mark Williams as Floodplain Administrator.
Melinda Culley (Kelly PC) as Town Attorney.
CIRSA as the Town Insurance Provider.
Trustee Loving 2nd the motion, which passed unanimously.

BOARD ACTION ITEMS

Finalizing Town Water Ditch (Trustee Mueller)

Trustee Mueller wanted some clarification on how to move forward as the Ditch Rider with the Town Ditch even though the work list is not closed out for the recovery work. Mayor Schoedinger said that the new screen was going to be replaced but the Engineer could not get it installed. The team will reach out to the contractor to get it completed. The ditch is operational according to the Engineer. Trustee Mueller stated that he generally runs water through the ditch to clean it out and without the screen there could be a lot of debris coming through. Mayor Schoedinger suggested having a discussion with the Engineer to ensure the ditch will be functional.

Motion to appoint Ken Lenarcic as a "general volunteer" under the direction of the Town Board and Mayor, without compensation, in accordance with provisions of Jamestown Resolution 04-06-2017

This designation would allow Ken to work as a volunteer and be indemnified just as a town employee is to perform work. He would primarily be working on COVID-19 related matters as well as the Sustainability Grant that was awarded to the town for this year.

Trustee Yahnke made a motion to appoint Ken Lenarcic as a general volunteer under the director of the Town Board and Mayor without compensation, in accordance with the provisions of Jamestown Resolution 04-06, 2017. Trustee Bedell 2nd the motion, which passed unanimously.

Discussion about COVID-19, Governor's SAFER AT HOME order and how it affects the Jamestown community and government

Ken presented a thorough explanation of the Safer at Home guidelines. He will continue to send updates to the community on the specific requirements. The board discussed placing signage around town. Mayor Schoedinger suggested doing additional outreach to outside groups as well that may be entering our community, such as the

Cycling community. Vic Harris reached out to one of the cycling groups last month asking folks to be respectful of our community. Ken said that group did want our feedback. Trustee Box and Mueller wondered if it would be possible to block off or deter visitors from using parking lots in town. Trustee Yahnke expressed that people can recreate on public lands and would be careful about having a “not in my backyard” attitude.

Discussion and approval of a plan for restarting Recycle Saturdays under Safer at Home guidance

Bridget Johnson gave a thorough plan of how to operate monthly Saturday recycling days under the Safer at Home guidance. She has been continuing recycling in other communities throughout the COVID-19 pandemic and they have been run successfully. The protective measures include people staying in their cars (unless emptying recycling) and a requirement to wear masks and gloves. The staff would be hands off, maintaining proper distancing and those emptying recycling would approach the truck one at a time and empty their own recycling into the truck. Ken was concerned about having enough time to train volunteers for the recycling Saturdays on this approach. He wanted to push back the regular 2nd Saturday of May and hold the recycling day the following week, May 16th. Barb Lenarcic stated that she felt the plan should be run by the Boulder County Public Health. Mayor Schoedinger said that this plan seems reasonable and that the staff at Boulder County Public Health are very overwhelmed right now. Mayor Schoedinger suggested that the town postpone the regularly scheduled 2nd Saturday of the month recycling date for May to a week later, May 16th. Trustee Yahnke agreed and feels that the community has been adhering to the guidelines very well.

Trustee Yahnke made a motion to tentatively schedule the recycling to May 16th. Trustee Brancato 2nd the motion, which passed unanimously.

Approval of annual liquor license renewal for Jamestown Mercantile

This is the annual renewal for the Mercantile’s liquor license that the Town is required to approve.

Trustee Box made a motion to approve the liquor license for the Jamestown Mercantile. Trustee Yahnke 2nd the motion, which passed unanimously.

COMMITTEE REPORTS

Floodplain Administrator

Mark Williams gave an update on the Floodplain activities. There are currently several map revisions in progress. There is also a letter of map revision relating to the Main Street Bridge.

Jamestown EMS

Colleen Williams stated that the team received some clarification about responding to COVID-19 calls. The only thing that the Jamestown crew as Emergency Medical Responders are not allowed to do regarding COVID-19 related responses is fill out an assessment to determine if they can stay at home or be transported. The Paramedics would have to make those assessments. Jamestown EMR will continue to respond to all calls including respiratory calls.

Streets and Bridges

Trustee Mueller would like to begin working on a Request for Proposal to be able to choose from a selection of contractors and have costs up front for any work to be done on roads in town. This would fulfill the town’s procurement policy.

Parks

Trustee Box said there are a few items at the Town Square that need to be taken care of such as aeration. The water will be turned out shortly as well.

James Creek Watershed Initiative

Colleen Williams said they are continuing to water the plants and vegetation at the common lands just west of the garden. The trees are looking in very good shape. She will be putting out a call for residents to help with picking up dog waste. Little James Creek was muddy this winter and they believe it is coming from Balarat Gulch which drains from above the Burlington Mine, so it appears to be coming from road runoff from Balarat Road. They are hoping it will flush out through town with the spring runoff.

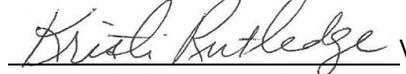
Lefthand Watershed Center

Roger Loving said the recent meeting was mostly a financial meeting.

ADJOURN

Trustee Loving moved to adjourn the meeting. Trustee Brancato 2nd the motion, which passed unanimously. The meeting adjourned at 8:42 p.m.

Respectfully submitted by,



Kristi Rutledge, Town Clerk

Approved,



Mayor, Tara Schoedinger

**The 5/4/20 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.*