



**TOWN OF JAMESTOWN
REGULAR TOWN BOARD MEETING
August 3rd, 2020 MINUTES**

Mayor Schoedinger called the meeting to order at 7:00 p.m. Present at roll call were Trustees Yahnke, Loving Brancato and Mueller. Trustee Bedell joined at 7:02 p.m. and Trustee Box joined at 7:04 p.m.

Approval of Agenda

Tara suggested moving the approval of the minutes to the next meeting due to the large agenda.

Trustee Loving motioned to approve the August 3rd, 2020 agenda as amended. Trustee Brancato 2nd the motion, which passed 4-0. Trustees Bedell and Box were absent for the vote.

PRESENTATIONS

Jessie Olson - Executive Director, Lefthand Watershed Center

Jessie Olson presented a proposed Memorandum of Understanding (MOU) between several local agencies and the Forest Service for collaboration and coordination to improve forest health and reduce wildfire risk in Boulder County. Lefthand Watershed Center recently expanded their geographical area to include the larger St. Vrain basin. The primary focus area remains Lefthand Watershed, which includes James Creek Watershed. In addition, their services expanded to include a science and collaborative approach to the entire basin. The Boulder County Community Wildfire Protection Plan (CWPP) workgroup identified several areas within the County that were considered high fire risk. The Jamestown area was among the highest in the area for wildfire risk. This MOU started from a conversation with the Lefthand Watershed Center team, Boulder County Commissioners and the USFS around how to better align both governmental and non-governmental agencies to address those areas of risk. The MOU establishes a collaborative framework to establish goals and priorities, utilities existing forest management tools and to align their decisions needed to achieve the visions and outcomes set by the CWPP. By signing the MOU, the Town of Jamestown would commit to working with the surrounding agencies and the Lefthand Watershed Center team and would lead to a reduction in wildfire risk to the Town of Jamestown. There is no commitment to sign the MOU, it is more of a formal agreement to collaborate on reducing wildfire risk. It is also not meant to replace any existing local CWPP efforts and there is no financial commitment.

Jim Hinkle – Hinkle and Associates, 2019 Audit Results

Jim gave an overview of the annual 2019 audit. His team reviewed the internal control methods of the town. Based on his team's analysis there were no significant deficiencies or weaknesses with the financial controls of the Town of Jamestown. The Financial statements are in accordance with Generally Accepted Accounting Principles and applied on a consistent basis. There will likely be a need for one more audit for the current year based on some expenditures that remain in the recovery accounts.

ANNOUNCEMENTS

Ken Lenarcic gave a reminder about the monthly recycling, which is this coming Saturday, Aug. 8th in the west parking lot of Elysian Park.

OPEN FORUM

Mary Brown asked where there might be some pieces of culvert to use on Spruce Street. Tara said that Arne should be able to direct them to where those pieces are located.

IN PERSON REPORTS

Town Clerk/Treasurer

One building permit since the last meeting for a re-roof at 130 Spruce Street.

Floodplain Administrator

Tara gave an update on the floodplain activities. There have been several map revisions done by the County. One of the sections of surveys landed on the driveway at 2191 James Canyon Drive (Loving residence). Following the flood, town contractors and the owners built a driveway that was never permitted. The town has a Floodplain Ordinance that it is required to adhere to per FEMA as it relates to the National Floodplain Insurance Association. In this case the town did not abide by the Floodplain Ordinance. It was agreed with FEMA, the State and Boulder County that the Town of Jamestown would take a warning and not issue a notice of violation to the property owner (given all the circumstances of the flood) and the Town would draft and adhere to a Corrective Action Plan, which needs to be approved by FEMA and the State.

Water Operations

Roger stated that Jon Ashton said the water tanks are at about half capacity and wanted to encourage residents to be mindful of water usage.

LUHAC

Barbara Byrnes-Lenarcic gave an update on LUHAC activities. The Board asked LUHAC to review variance criteria of the ADU and setback/height Ordinances. Barbara stated that the group found that the criteria are the same in both Ordinances and are based on the town attorney's recommendations. Mayor Tara said that the criteria should be clearer before applicants apply for the variance. Barbara stated that the team has a meeting and will discuss updating the criteria and questions for the town attorney. LUHAC also looked at updating enforcements on Growth and Development Ordinances. Some of them are outdated and LUHAC will be reviewing those in detail and proposing changes to some of those Ordinances.

BOARD ACTION ITEMS

Discussion/Approval of the 2019 Audit

Trustee Yahnke made a motion to approve the 2019 Audit. Trustee Loving 2nd the motion, which passed unanimously.

Discussion/Approval of Ordinance 08-04, 2020 An Ordinance updating the Rules and Regulations for the Jamestown Cemetery

Trustee Yahnke has been reviewing the maps of the cemetery and concluded that due to lack of space and the landscape of the actual property she feels that full casket burials should not be allowed, even if they are board approved. The cemetery should be properly surveyed. Trustee Loving stated that many religions must have full casket burials. Trustee Box and Brancato both expressed concern about making a decision based on the current state of the cemetery. Trustee Yahnke is going to work on a survey to locate the actual area and determine if there is room to expand.

Trustee Box made a motion to approve Ordinance 08-04, 2020 An Ordinance updating the Rules and Regulations for the Jamestown Cemetery. Trustee Brancato 2nd the motion.

Votes in favor: Trustees Yahnke, Box, Brancato, Bedell and Mueller

Votes opposed: Trustee Loving

The motion passed, 5-1.

Discussion/Approval of Resolution 08-23, 2020 A Resolution Adopting an Interim Policy for Managing Best Practices Relating to the Spread of the CORONAVIRUS within the Town of Jamestown

Trustee Loving stated the this was being driven by Ken Lenarcic. They both feel that the town should adopt a formal policy for managing COVID-19. Trustee Box asked how this is different than what the town is already doing. Trustee Yahnke asked about the language around approving local events. Ken stated that the idea behind approving local events would be to educate individuals as to the health requirements. Mayor Tara stated that she would like to see a more proactive approach through a community educational program.

Trustee Mueller made a motion to table Resolution 08-23, 2020 A Resolution Adopting an Interim Policy for Managing Best Practices Relating to the Spread of the CORONAVIRUS within the Town of Jamestown. Trustee Bedell 2nd the motion.

Ken agreed to make changes and send to the board for feedback to be discussed at the next board meeting.

Votes in favor: Trustee Yahnke, Brancato, Box, Bedell and Mueller

Votes opposed: Trustee Loving

The motion passed, 5-0.

Discussion of ideas for the 2021 Sustainability Grant (Ken Lenarcic)

Ken said the 2021 Boulder County Sustainability Grant application will be open soon and he is asking for projects to be included in the grant application for next year. He stated that the town can apply for up to \$15k. Trustee Box suggested grey water diversion kits for homes in town. Mary Brown asked if the “dumpster days” clean up event will take place this year. Ken said it will be a partial clean up event for only hard to recycle materials. The event is scheduled for October 19th.

COMMITTEE REPORTS

Roads and Bridges

Trustee Mueller asked Trustee Bedell to join the roads and bridges committee. Allan has published a Request for Proposal (RFP) for Contractors. The Board would approve a list of pre-qualified contactors that the roads and bridges committee can use to perform work done in town. Allan has also been in touch with the County about getting a stop sign at the bottom of Anderson Hill at Main Street. Mayor Tara asked about speed control measure in town. Allan feels that it needs more community input, particularly from residents along Main Street. Mayor Tara suggested putting out a poll to community members.

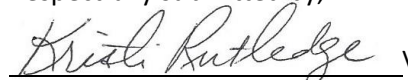
Parks

Trustee Box said there was recently a clean up day at Elysian Park. Matty Graziano repaired the fence post along the west parking lot. The bridge along the walking path at the east side of the park was temporarily fixed. The grass in the Town Square has come back. A timer for the sprinkler system was unplugged from the power in the ramada.

ADJOURN

Trustee Loving moved to adjourn the meeting. Trustee Bedell 2nd the motion, which passed unanimously. The meeting adjourned at 9:20 p.m.

Respectfully submitted by,



Kristi Rutledge, Town Clerk

Approved,



Mayor, Tara Schoedinger

**The 8/3/20 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.*