



**TOWN OF JAMESTOWN  
TOWN BOARD MEETING  
November 2, 2020 MINUTES**

Mayor Tara called the roll at 7:03 p.m. Present at roll call were Trustees Loving, Yahnke, Bedell, Mueller and Box. Trustee Brancato was arrived at 7:04.

**Approval of Agenda**

Tara would like to move the floodplain administrator discussion to the 2<sup>nd</sup> board action item  
Trustee Yahnke made a motion to approve the agenda. Trustee Loving 2<sup>nd</sup> the motion, which was approved unanimously.

**Approval of Minutes**

September 14<sup>th</sup>, 2020

Trustee Box made a motion to approve the September 14<sup>th</sup>, 2020 minutes. Trustee Bedell 2<sup>nd</sup> the motion, which passed unanimously.

October 5<sup>th</sup>, 2020

Trustee Box made a motion to approve the October 5<sup>th</sup>, 2020 minutes. Trustee Yahnke 2<sup>nd</sup> the motion, which was approved unanimously.

October 15<sup>th</sup>, 2020

Trustee Box made a motion to approve the October 15<sup>th</sup>, 2020 minutes. Trustee Bedell 2<sup>nd</sup> the motion, which was approved unanimously.

**Town Clerk/Treasurer**

Kristi reminded the board member to get their 2021 budget numbers for their respective budgets to her. It was agreed to extend the deadline to submit budgets to Wednesday, Nov. 4<sup>th</sup>. There was one permit received since last meeting for a deck at 7 Main Street.

**ANNOUNCEMENTS**

Monthly Recycling will be on Sat. Nov. 14<sup>th</sup> at Elysian Park

**JVFD Cal Wood Fire activity and billing update (Seth Strickland)**

Seth Strickland gave an overview of the involvement of Jamestown Fire Department on the CalWood Fire. He stated that JVFD had just completed their fire training when the fire was reported. He and Arne made an initial attack on the fire at CalWood. Seth and Jaye Brotherton stayed through midnight cutting a fire line and arrived the next day with Rick Kane and Clay Bedell. The Division Supervisor was happy to have the team from JVFD and said they were short on resources. The crew continued to send members to the fire. There was a great support crew assisting with communication, traffic, and other duties. Seth was able to update the resource request and agreement with the State (CRRF) to send our resources, trucks, and fire crew. Michael Box stated that the billing agreement that Seth sent will allow the Department to receive reimbursement for the trucks and personnel that were sent to the fire. Seth also stated that for JVFD to go out of the County, the Department will need a qualified Engine Boss to send one of the trucks. Within the County, the requirements are having a Squad Boss. The Board members thanked Seth and Michael for their efforts during the fire.

## **BOARD ACTION ITEMS**

### **Discussion, Direction, Action:**

#### **Discussion and Approval of use of Town Square for Merc**

Rainbow wanted to ask the board about their thoughts on having music once or twice a month at the town square over the winter and having pizza available for takeout. She has been getting requests from the community for more gathering space. The porch does not allow for more than 15 people to be socially distanced. If people could use the town square to socially distance and use the park to eat food and listen to music in the winter.

She is requesting permission to use the park as the restrictions stand now, once, or twice a month. If the County moves to Safer level 3, Rainbow will make a different plan and not use the park.

**Trustee Box made a motion to approve the use of town square by the Merc for a limited number of concert series this winter. However, if the County changes the COVID-19 restriction levels, the Board will re-address the issue and adjust to make it an appropriate event. Trustee Brancato 2<sup>nd</sup> the motion, which was approved unanimously.**

#### **Discussion and Approval of the direction for Floodplain Administration for the Town**

The County is still working on an IGA with Jamestown for managing Floodplain Administration. Tara informed the County that a community member is willing to volunteer in this role. There may be a hybrid approach the Town can take with having a community member who is involved with being an advocate for the town and the County handling more of the Administration of the duties. Tara and Sterling Bennink will be speaking to the County this week to discuss more details.

#### **Discussion and Approval of Resolution 2020, 11-24, BOCO/USFS MOU**

This agreement is between Boulder county and the US Forest Service to work with area agencies and communities on forest health and mitigation efforts. Roger made an amendment to bullet one in the resolution. It should read Boulder County/USFS.

**Trustee Loving made a motion to approve Resolution 2020, 11-24 BOCO/USFS MOU. Trustee Mueller 2<sup>nd</sup> the motion, which passed unanimously.**

Seth Strickland said he was willing to work on this initiative.

#### **Discussion and Approval of Resolution 2020, 11-25, St. Vrain Forest Health Partnership**

This resolution confirms that the Town of Jamestown supports this Partnership and is willing to send a representative to participate in their efforts.

**Trustee Loving made a motion to approve Resolution 2020, 11-25, St. Vrain Forest Health Partnership. Trustee Mueller 2<sup>nd</sup> the motion, which passed unanimously.**

#### **Discussion and Approval of COVID-19 community update proposal #7**

Ken has been working on a draft of some community updates about COVID-19. This round of updates focuses on how the virus spreads faster during the winter months.

**Trustee Bedell made a motion to approve COVID-19 community update proposal #7. Trustee Yahnke 2<sup>nd</sup> the motion, which passed unanimously.**

## **BOARD COMMITTEE REPORTS**

Land Use and Housing Advisory Committee (LUHAC): Barbara Byrnes Lenarcic

Barbara Byrnes Lenarcic gave an update on the activities of LUHAC since the last meeting. The team is waiting to hear from legal representatives at the Colorado Municipal League regarding updates to current Ordinances.

Water Operations and Water Committee (Jon/Roger/Matt)

Roger gave an update on Water Operations and the Water Committee. A new infiltration pump has been ordered and a tank inspection will be completed this month. Allan asked how many people know how to connect the generator at the plant. Roger stated that there are 4 individuals who know how to operate the generator, but he will mention the concern to the Water Committee and report back next month.

Jamestown Volunteer Fire & EMS (Michael)

Michael discussed the phone and internet service in town. During the flood, the team learned from Century Link that there is a battery back up that will power the phone lines for a limited number of hours after an outage. The DSL has no back up power source. During the fires, Century Link brought up a mobile generator to power the phone and internet service in town during that time. Michael suggested building a small structure that would house a generator when needed during emergency events. Sterling added that the area may be in the Floodplain. Tara mentioned that during emergency events, the Town via a Town Official or a Fire Department Chief must request to the County that notices are broadcast over the loudspeaker by the Fire Hall.

Streets & Bridges (Allan/Courtenay)

Courtenay gave an update on the traffic delineators. She and Allan assembled and placed them along the roadway. She also reached out to residents along Main Street to ask if they might be willing to help manage the delineators during inclement weather and making sure they are holding up. There are 6/10 residents who confirmed they would be willing to help manage them. Allan gave an update on the project at 16<sup>th</sup> and Mesa Street. Allan reported that the existing culvert will be used instead of using a concrete swale across the road. The cost is estimated to be \$6k and Buddy will be doing the work.

Garden Committee (Joe)

Joe reported that the committee is working on spending the remaining budget from the grant. He has a meeting set up to discuss an irrigation project for a new bed area in front of the beds. He is also commissioning Lynn Wilbur to make a sign for the Community Gardens.

**ADJOURN**

**Trustee Loving moved to adjourn the meeting. Trustee Yahnke 2<sup>nd</sup> the motion, which passed unanimously. The meeting adjourned at 8:32 p.m.**

Respectfully submitted by,



Kristi Rutledge, Town Clerk

Approved,



*\*The 11/2/20 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.*