

**TOWN OF JAMESTOWN  
REGULAR TOWN BOARD MEETING  
February 6, 2017 MINUTES**

**Mayor Schoedinger called the meeting to order at 7:10 p.m. Present at roll call were Trustees Lenarcic, Donadio, Droste and Trustee Harris. Trustees Yahnke and Lucas were absent.**

**Approval of Agenda**

**Mayor Schoedinger asked to move the Solar Garden presentation just above the bike station for the town square and remove the audit from the agenda. The recovery plan update will be moved to just before the approval for parks committee to work with Lefthand Brewery on a plaque for the town square.**

**Trustee Lenarcic moved to approve the agenda as amended. Trustee Harris 2<sup>nd</sup> the motion. The motion passed unanimously.**

**CLERK AND TREASURER REPORT**

The Clerk reported that 2 new building permits were approved. One was for 3901 Overland and the other was for electrical and plumbing at 4 Main St.

The 2017 Budget has been submitted and approved with DOLA. In addition, the Workers Compensation Insurance Audit of 2016 has been submitted to CIRSA.

**SPECIAL PRESENTATIONS**

**Mitchell Long, Bike Station**

Mitchell Long from Longmont gave a presentation on a bike station he would like to donate and install at the Town Square. The station has a bike hanger, bike pump and tools for basic bike repair. Trustee Donadio asked him why he chose Jamestown to be a recipient of this bike station. Mitchell stated that he has biked to Jamestown many times and knows it is a popular place for cyclists. He thinks this will help make life easier for many cyclists who ride in the mountains where access to repairs stations is limited. Trustee Lenarcic ask about the installation process. Mitchell said the repair station will be placed on a concrete pad. The concrete is poured and cured and then the stations are installed. The maintenance has been very little. Mitchell said he made some minor repairs to one of the tools on a station he installed in Longmont. Mayor Schoedinger asked how costs are covered. Mitchell said that he is asking local companies for donations of the stations as well as sponsorships from area business to cover any additional costs. The Jamestown Parks Committee is thrilled with the idea and is in full support of the project. Mitchell plans to install the station in the month of April. The Board came to a unanimous consensus in support of the project and thanked Mitchell for his presentation.

**SOLAR GARDEN PROJECT**

Tim Ranor, is a Senior Environmental Scientist for the EPA in the Brownfields program. Brownfields are defined as any property where the re-development is hindered by the presence of contamination. As part of finding re-uses for these compromised lands, Tim has been researching installing solar gardens on these developments. He is looking at Elysian Park in Jamestown.

Tom Fegal with Grid Alternatives. Grid Alternatives is like a "Habitat for Humanity" for solar and is the largest non-profit solar installer in the country. Their biggest focus is with community solar projects. If a homeowner is unable to put solar panels on their home, they can buy into a larger community solar garden and receive energy credits with Xcel Energy. They bring together community volunteers to help build the solar garden projects. The next steps would be to identify a site in the community and who would want to participate. Then, Tom and his team from Grid Alternatives would submit a "RFP" (request for proposal) which is submitted to Xcel Energy.

## **COMMUNITY UPDATES**

### **Emergency Communication Grant Status (Nancy Edelstein & Dina Elder)**

Nancy and Dina were awarded a resilience grant from Foothills United Way. They identified communications between neighboring mountain communities as being an area of weakness for the communities, especially in times of emergencies. The goals include, expanding the existing AirLink ham radio network. Jamestown is currently the only mountain town that is not part of that network. They are also planning a walkie talkie program to increase communication within communities. The completion date for the project is the end of 2017.

## **LONG TERM RECOVERY PLAN**

### **LUHAC Update**

The group has been working on the ADU proposal and the subdivision ordinance variance. They are now ready to have the town attorney review these documents. In addition, they have been gathering ideas and suggestions of how to use the town buy-out properties. They have now met with all the adjacent property owners.

### **Drainage/Stormwater Master Plan**

Ayres is currently working on modeling initial concepts and a debris flow map. They are asking residents to think about the important criteria to help prioritize key areas of concern. They will present an update at the March board meeting.

### **Comprehensive Plan update**

Milissa Berry gave an update on the comprehensive plan. She presented a summary of chapters 1 through 4. The most recent and up to date chapters can be found on the town website.

### **Home Preparedness Assessments (Erika Archer)**

The City of Boulder and Boulder have initiated a Home Preparedness Assessment Program. The program will provide free in-home consultations aimed at single family and mobile home owners that were flood impacted. Cash rebates will be available to participants to help cover the costs of the suggested improvements. Some improvements may include things such as sump pump inspection and repair, roof and gutter evaluation, and more. It is offered on a first come, first serve basis with limited space of up to 100 participants throughout Boulder County. To qualify, homeowners must have been impacted by a flood event and have proper identification.

### **Approval for setting deadline for debris removal in creek/Floodplain Manager Report (Mark Williams)**

Mark said he is looking for guidance on a floodplain violation. There is concern about slash and light debris in little James Creek that could compromise bridges and other structures downstream. Mark issued a warning and the individual said the debris would be moved by Jan. 17<sup>th</sup>. However, it is still an issue. Mark gave a suggestion to set a date of removal of March 15<sup>th</sup> and have the board write a letter to the homeowner that if the violation is not removed, penalties will be assessed. The property owner indicated that he thought the contractor doing work in the creek would haul away the debris. The board gave direction to speak to the property owner and provide clarification as to the difference between a floodplain and a floodway and provide specific details to him. Then, report back to the town at the next board meeting.

### **Town Square Update**

The ramada has been delivered. The electrical conduit is being moved to accommodate the bike station. Lefthand Brewery Foundation made a donation to the town that will go toward the ramada and gazebo structure and there will have a plaque to acknowledge Lefthand Brewery Foundation.

### **Roads and Bridges Update**

The 60% design and benefit cost analysis for Lower Main Street bridge has been submitted. Trustee Lucas is working with Buddy on filling in the ditch and drainage at the top of Andersen Hill. She will be doing a design contest and requesting submittals from the committee. She would appreciate help spreading the word.



## Other Updates

Mayor Schoedinger gave an update on flood other pending recovery projects.

## OLD BUSINESS

### **Approval of the Jamestown-Boulder County Collaborative (BCC) IGA**

Trustee Droste excused himself due to a conflict of interest regarding a project the BCC is handling.

Trustee Lenarcic made a motion to approve the second amendment to the BCC-IGA with the Boulder County Collaborative. Trustee Donadio 2<sup>nd</sup> the motion, which passed unanimously. Trustee Droste did not vote.

### **Approval of Town Interim Employee Appointments (Town Clerk & Finance Clerk)**

Trustee Droste made a motion to approve permanent status for the Town Clerk and Finance Clerk for their appointments as employees. Trustee Donadio 2<sup>nd</sup> the motion, which passed unanimously.

### **Discussion: Abandoned and junked vehicle ordinances**

Milissa Berry is looking for direction concerning the abandoned and junked vehicle ordinance. She is proposing scheduling a study session, putting a draft out for public comment or taking another direction. Mayor Schoedinger is in favor of a study session. The board will find a date that will work and schedule a study session.

## NEW BUSINESS

### **Approval for a bike station to be donated for the Town Square**

Trustee Harris moved to approve a bike station donation for the town square. Trustee Droste 2<sup>nd</sup> the motion. The motion passed unanimously.

### **Approval to set up a Community Food Share (Sean Garin)**

Sean Garin presented to the board his idea for a community food share. He has been getting feedback from community members. Mayor Schoedinger suggested contacting the Jamestown Artists and Musicians (JAM) or the Church to find out if those places could be used for food pick-ups. She also said he could contact individuals that helped with food donations during the flood. The board recommended that he come up with a proposal including hours of operation, drop off times, location(s) and bring it to a board meeting.

### **Approval of LUHAC to seek Town Attorney Services to review a draft of the ADU Ordinance (per BOT direction 7/18/16) and answer questions/review/comment on a DRAFT Proposed Variance to the 2.3-acre minimum lot size**

Barb Lenarcic stated that 1 hour would be need from the town attorney to review the ADU ordinance and 2 hours would be required for questions for a total of 3 hours of the attorney time.

Trustee Donatio made a motion to approve 3 hours of the town attorney services. Trustee Harris 2<sup>nd</sup> the motion, which passed unanimously.

### **Discussion of a comprehensive plan approach regarding town service area and parcels currently partially outside town limits**

According to state statute, the town is required to adopt a three-mile plan. The plan is a guide on where it would consider annexation and how the town would adequately service the annexed areas. The County provided the town with a map of Jamestown showing the areas of annexation and the dates they were annexed. Milissa stated that this is something for the town to be aware of and consider including in the Comprehensive Plan. Mayor Schoedinger said her approach would be to keep it on a case by case basis and address future annexation requests as they arise.

### **Jamestown Artists & Musicians (JAM) - Approval to use Town Hall for a "Band in a Hat" event**

Laura Williams requested use of the Town Hall for a JAM event, "Band in a Hat". JAM would like to ask for 2 dates and it will decide on one that works. The date(s) they are considering are either April 15<sup>th</sup> (Sat) or April 9<sup>th</sup> (Sun).

**Trustee Harris moved to approve the use of the town hall for the dates of April 15<sup>th</sup> or April 9<sup>th</sup>. Trustee Droste 2<sup>nd</sup>, which passed unanimously.**

**Review of the Memorandum of Understanding between JAM and the Town of Jamestown**

Laura Williams wanted to review the current Memorandum of Understanding and make sure there are no changes or updates needed. She would like to have an updated agreement. Trustee Lenarcic asked Laura to update the current JAM members and will make any necessary updates. The board will approve the MOU at the next board meeting.

**Review/Update all grants – outline plan to repay state for advance funding**

Mayor Schoedinger said they are trying to conserve state funding to keep recovery staff as long as possible to ensure staff will be available to help with reimbursements on the final projects that are yet to be completed. She added that Chris and Tessa have done a tremendous job in tracking and allocating the reimbursement funds. Chris Krolick gave a review and update on town grant reimbursements. The town will end up in over \$16 million in FEMA funding obligations. The current total of scope change requests for all grants is approx. \$6-7 million.

**Approval for the Parks Committee to work with Left Hand Brewery on designing a plaque for the Town Square project (Vic)**

**Trustee Harris made a motion to approve the park committee to work with Left Hand Brewery on designing a plaque for the Town Square. Trustee Droste 2<sup>nd</sup> the motion, which passed unanimously.**

**Ratify the Jamestown-Boulder County Collaborative (BCC) Task Order for Project Management**

**Trustee Harris moved to ratify the Mayor's signature on the BCC Task Order for Project Management. Trustee Donadio 2<sup>nd</sup> the motion, which passed unanimously.**

**Approval of Resolution 02, Series 2017 for an amended Past Due Water Bill Payment Agreement associated with Ordinance 1, Series 2015**

Mayor Schoedinger would like to leave the past due payment plan as it currently is written for seven payments instead of stretching it into 12 payments. She added that the Mayor could decide to amend it based on the situation. Trustee Harris stated that the language needs to be updated to give the Mayor that provision to change it to additional payments. Trustee Harris will work the Clerk on making the changes to the agreement. Trustee Harris also discussed an issue of how to address past due amounts. He had a recommendation of adding that the bills be sent to collections. He said that has been an effective method in other communities. **Trustee Lenarcic made a motion to table the approval of the past due water bill payment agreement to the next board meeting. Trustee Droste 2<sup>nd</sup> the motion, which passed unanimously.**

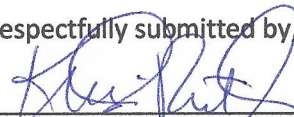
**Designate official town posting place**

**Trustee Droste made a motion to designate the official town posting place as the window in the town hall office. Trustee Donadio 2<sup>nd</sup> the motion. The motion passed unanimously.**

**ADJOURNMENT**

Trustee Droste moved to adjourn the meeting. Trustee Donation 2<sup>nd</sup> the motion. The motion carried unanimously and the meeting was adjourned at 10:38 p.m.

Respectfully submitted by

  
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Kristi Rutledge, Town Clerk

Approved,

  
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Tara Schoedinger, Mayor

*\*The 02/06/17 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.*