

MINUTES
CASTLE VALLEY ROAD COMMITTEE MEETING
TUESDAY, NOVEMBER 16th, 2021 at 4:30 P.M.
CASTLE VALLEY COMMUNITY CENTER
2 CASTLE VALLEY DRIVE

Due to the potential spread of COVID this meeting was held outside in the Town Pavilion. Masks and social distancing were required.

Members Present: Jazmine Duncan, Pamela Gibson and Jeff Whitney.

Members Absent: Glen Wilson.

Recorder: J Buck

Public Present: None

Roads Department: Dorje Honer, Mingo Gritts and Mike Souza.

Call to Order

M Duncan (acting Chair) called the Meeting to order at 4:35 PM

1. Open Public Comment: None

2. Approval of Minutes for Road Committee Meeting September 14th 2021.

Gibson motioned to approve Minutes from September 14th 2021. Whitney seconded motion passed unanimously.

3. Executive Report:

Monthly Road Report -Mingo Gritts/ Dorje Honer

Honer reported there has been some grading work done on the ditches on the eastside, on lower Keogh and Taylor. He will work on East Shafer and the Emery telcom spots before winter. Honer would like to get headlights and warning lights for the grader. And they are still working on the air brake problem on the Ford Dump truck. They are still working on Taylor and have hauled up some fill to repair the storm runoff damage initially caused by the Emery fiber installation trenching. Honer will be working with Emery to get the restoration work started. Gritts presented a quote from LeGrand Johnson 395 tons of 1" gravel for \$10,000. That will be ordered in the next weeks and the back lot has been made ready for delivery. Cold patch will also need to be ordered the crack sealing work will need to be done right away before the cold patch gets too set up and while the roads are dry before it snows. The process will also require tac oil. The big tar pot trailer needs a new motor which will be a project for 2022.

4. Correspondence: None

5. Administrative: Duncan thanked Gritts for his almost 6 years of service as Roads Manger for the Town. The Committee also thanked Gritts. Gibson provided 2 months' worth of database reports. Honer will be working with Emery on Road restoration. The piles of excess dirt in the back lot are no longer available to residents. Souza has been processing it with the grizzly to use on the roads Buck will remove from the website that the dirt is available. Duncan explained it would be nice for the Road Dept. to have a truck so employees do not have to use their own for Town business. It was decided to start looking for a diesel 4X4 truck, check with Grand County for surplus. Souza added the Town could also really use a vibrating compactor for repairing potholes. The goal next year should be crack sealing and shoulder repairing to try to get more life out of Castle Valley drive pavement.

New Business

6. Discussion and Possible Action re: Review Road Committee Ordinance.

Duncan stated this Ordinance only requires the Committee to meet quarterly which she supports along with adding routine monthly staff meetings for the road crew. Duncan felt this would be more productive. Discussion continued on accessing the need for volunteers to help the road department with goat head

removal, cleaning out ditches, picking up litter and filing potholes. This could be a Spring campaign. Back to the Ordinance, Buck pointed out the quorum of a 4 person committee is not 2 members the Ordinance needs to reflex legally a quorum would be 3 members.

Whitney motioned to change the required quorum to 3 from 2, Gibson seconded motion passed unanimously.

7. Discussion and Possible Action re: Approval of 2022 Meeting Dates.

Changing the meeting dates to quarterly after discussion it was decided to meet in January, April, July and October.

8. Discussion and Possible Action re: Back hoe Lease options.

Duncan suggestion was to continue current Backhoe lease. A new backhoe would require a new lease agreement and cost. Wilson had recommended continuing this lease because the back hoe is in good shape and with a lease if it breakdown Honnen can run the repair codes and fix it. It was agreed if the Town could buy an older back hoe without all the computerized stuff then it could be repaired in house. Honer added that he may consider leasing his back hoe to the Town until a used back hoe could be purchased. More information on the Honnen options was required.

Finished Business

9. Discussion and Possible Action re: Consideration of out sourcing road grading work (tabled)

Gibson motioned to untable, Whitney seconded motion passed unanimously Item dropped

10. Discussion and Possible Action re: Approval of Standard Operating Procedures. (tabled)

Gibson motioned to untable, Whitney seconded motion passed unanimously.

Duncan added that going to quarterly meetings requires the Committee to do some of the home work on topics like SOPs either by working knowledge or researching sections.

Gibson motioned to re-table, Whitney seconded motion passed unanimously.

11. Road's Budget

12. Emergency Planning- Evacuation Planning

13 Closed Session (if needed)

Adjournment

Gibson motioned to adjourn, Whitney seconded motion passed unanimously.

Duncan adjourned the Meeting at 5:30 PM

Approved:

Acting Chair Mayor Duncan:



Attested:

Jocelyn Buck, Town Clerk:



(Date) 1.25.2022