

MINUTES
CASTLE VALLEY ROADS COMMITTEE MEETING
TUESDAY, JANUARY 15th, 2013 at 4:00 P.M.
CASTLE VALLEY COMMUNITY CENTER
2 CASTLE VALLEY DRIVE

Committee Member Present: Chair Jeff Johnston, Committee Member Erley, Roads Manager Greg Halliday

Committee Member Absent: None

Recorder: Alison Fuller

Call to Order

Chair Johnston called the meeting to order at 4:03p.m.

Committee Member Erley thanked Roads Manager Halliday for the road plowing done on inopportune days.

1. Open Public Comment

2. Approval of Minutes:

*** November 12, 2012 Regular Roads Committee Meeting**

Committee Member Erley moved to approve the minutes as presented, Chair Johnston seconded, the Motion passed unanimously.

3. Executive Report: Roads Manager Halliday

Committee Member Erley asked what the official protocol was for removing dead deer.

Roads Manager Halliday stated he moved them out of the Town and the wildlife removed the waste quickly.

Committee Member Erley asked how the new road shed was working out for the department.

Roads Manager Halliday replied that he had been putting in shelving and organizing and that things were working out well.

Committee Member Erley asked if Halliday had been able to put the Town's equipment in the shed.

Roads Manger Halliday said that he had, and that all the equipment was much better inside.

Chair Johnston asked if the heaters on the equipment were factory installed.

Roads Manger Halliday stated that there are not heaters on any of the equipment.

Chair Johnston recommended putting heaters on the equipment for keeping the oil and hydraulic fluid warm.

Committee Member Erley asked if Roads Manger Halliday could look into getting heaters for the equipment that needed it.

New Business:

4. Discussion and Possible Action re: No dogs, no smoking & road signs for Town.

Roads Manager Halliday reported that he had ordered road signs and "no dog" signs, and wanted to get another "curve" sign for Castle Valley Dr. He stated that he had some fire engine signs, & slow children signs.

5. Discussion and Possible Action re: Water Truck options.

Roads Manager Halliday thought that the Mac truck was going to be used for the water truck. He was still waiting to hear from Mr. Rhoads who is planning on checking the electrical system on the truck. He was hoping he would not have to replace the 4 batteries in the truck.

Committee Member Erley asked what size the culvert was that goes under Castle Valley Dr., and if he could find out how much and how long it would take to get another culvert.

Roads Manger Halliday stated that the culvert is 10 feet wide.

Committee Member Erley expressed his concern for the ability to replace that culvert if it ever did wash out. He stated that the location needed to have two 10 foot wide culverts instead of the one.

Chair Johnston stated that a 10 foot culvert requires "wide load" transportation and that the best price he had found for a culvert came out of Grand Junction.

6. Discussion and Possible Action re: Storing the school bus in the road shed & creating a M.O.U. with the School District.

Roads Manger Halliday suggested that there be a M.O.U. in place in case there is any damage done to the property of the Town or the bus so it is clear who will be responsible for any problems that may arise. Committee Member Erley asked if the Town should be charging rent for the bus to be parked in the new road shed.

Chair Johnston suggested finding out what the School district has paid in the past for parking equipment. Road Manager Halliday stated that the School district had paid Thompson to park a bus there. The committee discussed looking into the various rates for renting parking.

7. Discussion and Possible Action re: Rim Shadow culvert project.

Committee Member Erley reported from one of the lot owners that in the past there had been a drainage dug between the 2 lots and the drainage was contained by a berm.

Roads Manager Halliday stated that the water has always drained there, and it has never drained onto Castle Valley Dr., he stated that he had cleaned up that drainage in the past and stopped the water from going over the road but the water still goes down to the culvert and goes beneath the road and drains in the same location.

Chair Johnston stated that he looked at the site and he thought that the drainage looked natural.

Committee Member Erley stated he would need to go out and look at the site with the individuals involved.

Roads Manger Halliday said that the culvert is half way silted in, & is rotting away and will need to be replaced.

Chair Johnston stated that there is a fiber optics cable right next to that culvert and that this project is one he may not want himself.

Committee Member Erley asked if they could get together with Frontier and figure out a long term solution.

Chair Johnston stated that there is a national code on how fiber optics cable should be laid and perhaps the cable was not laid correctly.

The committee will get in touch with the Frontier Communications, and the building inspector.

Chair Johnston stated that the project sounds like it could be more than a 1 day project and the Town would need to get the proper signage.

Chair Johnston also stated that in the future there should be a permitting process for Frontier or other cables that are buried in the valley to prevent problems like these in the future.

There was discussion around possible solutions to replacing the culvert amongst the buried wires and cables.

8. Discussion and Possible Action re: Snow removal.

Chair Johnston asked how it was going for Roads Manager Halliday and if he had back-up.

Roads Manager Halliday stated that he had Mark trained and he could plow if he was out of town.

Town Clerk Fuller stated that a citizen called and expressed her concern for the roads not being cleared completely at intersections and suggested the town get another slow plow for a different truck to help get all the plowing done that is needed.

Committee Member Erley stated that a plow would be a good idea for another one of the pieces of equipment even though it may not happen tomorrow it would still be a good thing for the Road departments' wish list.

Roads Manager Halliday reported that we may need a new tire for the loader.

Committee Member Erley stated that there should be a list of things that the Road Department absolutely

needs as well as a wish list, and this would help the Town to form the upcoming budget. Chair Johnston asked if a wish list should be made for the road department and perhaps we should have this on the next months' Agenda.

9. Discussion and Possible Action re: Training of backup Grader operator.

Chair Johnston stated that there is a backup operator for the grader.

10. Discussion and Possible Action re: Mandatory maintenance schedule implementation.

Chair Johnston stated that the equipment does get used regularly and should be well maintained.

Committee Member Erley asked if there is a maintenance log for the equipment.

Chair Johnston asked if there were manuals for the equipment.

Roads Manager Halliday stated that he does have the manuals for some of the equipment.

Chair Johnston stated that there are expensive fixes if we don't maintain the equipment.

Committee Member Erley moved to Table item 10, Chair Johnston seconded, the Motion passed unanimously.

11. Discussion and Possible Action re: Creating a M.O.U with the Fire District.

Roads Manager Halliday stated that he had done a lot of work for the Fire District in the past and there sounds like there is a lot more they want him to do in the future.

Committee Member Erley is in support of clearing snow to ensure that fire vehicles can get out in an emergency.

Roads Manager Halliday inquired about the insurance coverage on the Town's equipment outside of town limits.

Committee Member Erley stated that we would need to look into the details, and that the Town should be getting compensated for the wear and tear on the equipment, time, and fuel but wanted it to be economical for the Fire District.

Committee Member Erley moved to Table item 11, Chair Johnston seconded, the Motion passed unanimously.

Unfinished Business:

12. Discussion and Possible Action re: Updating Roads portion of Website. [TABLED]

Committee Member Erley Moved to untable item 12, Chair Johnston seconded, the Motion passed unanimously.

Committee Member Erley stated that he and the clerk discussed how we could improve the website by posting the road reports, minutes, agendas and possible other updates.

The committee agreed to the previously mentioned improvements and discussed the Town Clerk updating the website.

13. Discussion and Possible Action re: Signage Safety and Liability for the Road Departments Vehicles. [TABLED]

Committee Member Erley moved to untable item 13, Chair Johnston seconded, the Motion passed unanimously.

Roads Manager Halliday said that he has enough signs to post during work, but stated that the town will not be able to afford another person to hold signs.

Chair Johnston asked if the town is really in compliance with state code.

Committee Member Erley stated that he would talk the head of Grand County Roads Department.

Committee Member Erley moved to Table Item 13, Chair Johnston seconded, the Motion passed unanimously.

14. Discussion and Possible Action re: Update re. Letter to Property Owner with personal property stored in the Road Easement. [TABLED]

Committee Member Erley moved to untable item 14, Johnston seconded, the Motion passed unanimously.

Committee Member Erley stated that Item 14, 15, 16 could be grouped together and solved with the easement encroachment permit.

Chair Johnston stated that it seemed reasonable to charge \$50 for the easement encroachment permit.

15. Discussion and Possible Action re: Update re. Letter to Property Owners and Contractors regarding Interfacing With Road Easements. [TABLED]

Committee Member Erley moved to untable item 15, Chair Johnston seconded, the Motion passed unanimously.

16. Discussion and Possible Action re: Culvert Policy Changes. [TABLED]

Committee Member Erley moved to untable item 16, Chair Johnston seconded, the Motion passed unanimously.

17. Road Budget Review

Chair Johnston stated that the budget is close to being right on, but it is not under and asked if that should be a concern? He stated that if there was a huge problem there is not a cushion for the roads department to fall on. He also stated the there is a lot more maintenance now that the Town is responsible for Castle Valley Drive, and expressed his concerns for there not being enough budgeted for this new responsibility.

Committee Member Erley stated that weather permitting; the roads department can mend the worst parts of the road.

Roads Manager Halliday stated that the cracks that were tarred by the county last year are pulling apart due to the road being colder than it was when they repaired it.

Chair Johnston stated that as the road committee chair he wants the town to be aware that they may need to budget more for the road than what has been budgeted previously.

Committee Member Erley stated that he felt that the roads department would continue to work around the same amount of hours and do what they can inside that time frame.

Committee Member Erley moved to adjourn the meeting, Chair Johnston seconded, the Motion passed unanimously.

Chair Johnston adjourned the meeting at 5:44p.m.

Adjournment

Approved: _____

David Erley, Acting Chair

Attested: _____

Alison Fuller, Town Clerk