

MINUTES
CASTLE VALLEY ROADS COMMITTEE MEETING
TUESDAY, JUNE 26th, 2018 at 4:30 P.M.
CASTLE VALLEY COMMUNITY CENTER
2 CASTLE VALLEY DRIVE

Members Present: Merrill Brady, Jazmine Duncan, Russ Cooper, Dave Erley and Mingo Gritts.

Members Absent: None

Recorder: Jocelyn Buck.

Public Present: Bill Rau, Colleen Thompson.

Call to Order

Brady called the meeting to order at 4:30PM.

1. Open Public Comment:

Duncan stated that when the mowing gets started, Josh would like to have a radio so he has communications in case of a fire. We will need to purchase radios for the Road Department in Budget FY 2019.

Discussion continued on how to cover emergency situations when mowing. Either by having radio communication with the Fire District or by having the water truck follow the mower. Castle Valley Drive and all the side roads will probably take a couple weeks to get mowed.

2. Approval of Minutes:

Duncan motioned to approve the minutes from May 15th 2018, Cooper seconded, motion passed unanimously.

3. Executive Report:

Monthly Road Report-Mingo Gritts

Mowing will start tomorrow, with a fire watch going behind the mower, Shafer Extension project is completed except for the durable road surface. Gritts has applied for access to the old BLM gravel pit up from the Quaky. Gritts will get written permission from the BLM for the asphalt/ road base pile down at the Ida Gulch pit. Both Dump trucks need repairs: Dump truck #2 steering linkage and Dump Truck #1 clutch repair that work will start in July, in the next FY year. No incidents or accidents.

M Duncan stated that with all the work that needs to be done mowing; Josh does not need to fix the Pavilion frost free hydrant. The new employee in the Landscape/Maintenance position will fix the hydrant.

4. Correspondence: None

New Business

5. Discussion and Possible Action re: General Survey Questions.

Bill Rau- PLUC Chair addressed the Committee regarding the General Plan Survey. He asked for input as to what questions related roads the Committee wanted on the survey.

Buck stated it would be good to have a deadline of the August meeting for input.

Erley stated that a lot of the questions on the last survey are still pertinent.

6. Discussion and Possible Action re: Shoulder to CV Drive across from Town Building.

Buck stated because of overflow parking at Town events we should mow and define the easement with road base across the street.

Gritts commented that we will need a survey before we make a permanent shoulder to Castle Valley Drive across from the Town Building.

Erley agreed that we should work on a short term mowing and long term delineation of that easement.

Buck stated this should be resolved by the Gourd Festival in October.

7. Discussion and Possible Action re: Rim shadow Easement.

Brady stated that we may need an easement from Lot #32 down on the bottom corner. The existing road may already go across #32; Brady will have to go down check. If so then we will need to negotiate an easement with the Barnhart's new owners of lot #32.

Buck continued that the survey on Castle Valley Drive easement up at Lot # 438 was done and there was no encroachment.

8. Discussion and Possible Action re: Easement encroachments protocols.

Gritts started researching easement encroachment regulations in the Town Ordinances and found nothing definitive. He spoke with the State Property Rights Ombudsman and they asked if the Town started off as a municipality or was it a private development. We were the later in which case we need to see what the original Property Owner Association (POA) covenants and restrictions say. If the original regulations state there is no easement encroachment then the next step would be to look at the Town documents.

Brady stated he could provide a copy of the original POA covenants.

Consensus was that we should not set the precedence of replacing encroaching fences/ gates.

Duncan stated that the Town needs to know our rights regarding setbacks.

Discussion continued on the fence encroachment situation on Lot # 376 and how this issue is holding up further work on lower Homestead.

Buck commented that going forward this will be a reoccurring situation such as in cul-de-sac etc. So should we work with Sloan to work up a generic letter to send to lot owners?

Erley stated that the Sloan letter sent to Jayne May would be a good place to start.

9 .Discussion and Possible Action re: Shafer Lane Materials

Duncan requested the Committee give formal recommendation to the Council about material for Shafer Lane.

Gritts presented his spread sheet comparing LeGrand Johnson material at \$25,634.00 versus having the Road crew process and haul material from the Ida Gulch at \$19726.00. Gritts continued he had built in several safety factors to buffer the final costs. This would also give the work to the crew instead of LeGrand Johnson.

Erley asked for how many Road crew work hours this job would take and stated that this could take time away from other road work in the Valley.

Gritts stated within the spreadsheet budget there would be 176 man hours to haul \$6512.00. Processing would be approximately 140 hours at \$5180.00.

Duncan stated that she would prefer to keep the work in the Valley, but there are also other projects in the Valley.

Gritts continued that this project would take up to 10 weeks or 1/5 of the 2019 budgeted hours.

Duncan stated there is \$10,000.00 in the Budget for 2019; of which \$ 3800.00 goes to Mitchell's driveway. In order to complete this project we would need to take this work partially out of the roads budget and amend the budget by taking funds out Capitol Roads which would leave that account short. She also does not want to leave Capitol Roads short in case of emergencies.

Erley and Duncan agreed that this project could be done incrementally in house over more than one fiscal year.

Brady commented that the material from LeGrand Johnson is ¾ inch road base that will sink in and having some bigger material such as that from Ida Gulch would create a leach field that would provide a better road surface. We could also consider getting larger road base from Le Grand Johnson.

Erley stated once we sign the contract with LeGrand we are locked in cost wise as opposed to doing the work incrementally in house. The best bet would be to do the boggy areas first.

Duncan asked for a written recommendation taking all this in to account to take to the Council. She added that maybe we could start with using Ida Gulch material while we have the permit, and then move on to another potential pit.

Buck recommended making the road surface 10 feet wide all the way through and then widening from that over time as the budget allows.

Duncan reminded that there are other costs involved in this project such as signage, adding that it is important to get on with other work throughout the Valley.

Erley agreed for "PR" the roads crew needs to be out working in the Valley.

Brady recommended over several years to slowly raise taxes because roadwork is expensive.

Erley stated that to support a tax increase we should collect information from other road departments and compare their costs to ours. He will follow up with this inquiry.

No recommendations to the Council at this time.

Unfinished Business

10. Discussion and Possible Action re: Homestead Lane Project.

Erley motioned to un-table, second Duncan, motion passed unanimously.

Gritts explained that owner of Lot #376 expects the Town to replace her fence that is encroaching on the Town's easement. We need to work on the technicalities of working in easements. Historically , when the arroyo by Smith's was dammed up it created sheet flooding across the lots below and then all the sheet flooding water found its way, sometimes on to the road , down the end of Homestead to in front to Zukerman's Lot #375. Now the new shoulder ditch will direct the water off the road.

It was agreed that road work on the easement drainage between Lot # 376 and Lot #375 is on hold pending further information and a survey to the bottom of Homestead from Castle Creek Lane down.

11. Discussion and Possible Action re: Materials Pit Applications.

12. Road's Budget

Duncan motioned to adjourn; Cooper seconded, the motion passed unanimously.

Brady adjourned the meeting at 5:55 PM.

Approved:

Merrill Brady

(Date)

Attested:

Jocelyn Buck, Town Clerk

(Date)