

MINUTES
CASTLE VALLEY ROADS COMMITTEE MEETING
TUESDAY, JULY 14th, 2020 at 4:30 P.M.
CASTLE VALLEY COMMUNITY CENTER
2 CASTLE VALLEY DRIVE

****Due to concerns regarding the potential spread of COVID-19 this meeting will be held outside at the Town Pavilion, 2 Castle Valley Dr.**

Members Present: Jazmine Duncan, Pamela Gibson and Glen Wilson. Merrill Brady and Dave Erley both resigned and left the Meeting after Correspondence.

Members Absent: None.

Recorder: Jocelyn Buck.

Public Present: Colleen Thompson.

Roads Department: Mingo Gritts

Brady called Meeting to order at 4:30PM

1. Open Public Comment: None

2. Approval of Minutes of Roads Meeting May 19th 2020. June meeting was cancelled

Erley motioned to approve the Minutes as presented, second M Duncan, motion passed unanimously.

3. Executive Report:

Monthly Road Report-Mingo Gritts- reported that they are having fuel line problems with the tractor, so the mower is down, the new signage needs to put up and 2 culverts need to be put in or re-aligned. They received the spare tire and rim for the grader, replaced the power steering pump on the GMC dump truck and replaced 2 new tires on the Ford dump truck. And they are still working on the motor for the tar pot machine. No incidents or accidents to report.

4. Correspondence: Email from Kaaron Jorgen asked to have Homestead graded, Gritts explained they were waiting on the tires for the Ford Dump truck which holds the water tank they need in order to finish grading. That work should be done in the next week.

Brady referred to an email from CM Tory Hill to (M Duncan and was distributed to the Committee) in which Brady found the language offensive, both M Duncan and Erley agreed the language in the email was inappropriate.

CM Gibson asked if the potholes on Buchanan left by removing rocks would be filled. She also asked if the bigger rocks will be removed from the upper section of Shafer ,she felt they make driving up there a little bit easier than a lot of loose gravel .Gritts explained the problem is where the roads are very steep no matter what they do they will be hard to maintain . Erley stated that the Town could buy road base from LeGrand Johnson for those sections and Gritts explained it would be better to use road base on the steep sections that to leave the wash boarded rocks sticking out.

Erley asked to have civil dialog with the public, the Committee and the Road Department to best deal with road issues such as the pot hole problems. Wilson and Erley suggested staging fill material before taking out the large rocks so the holes left can be filled as the work is done. It was agreed that we will have to work within the budget and see what we get in tax revenue in order to do projects. M Duncan explained we won't know how effects of the virus will impact our tax revenue probably until next January. And if we do get extra tax money we will put it into Capitol Funds ear marked for road material. Brady stated that the problem with using Le Grand Johnson material is 80 % of their cost goes for hauling. He continued that for 40 year we have been going to gravel all the roads but we really cannot

afford it. If Ida Gulch was still open the Council would be happy to have the wear tear on our equipment from hauling up Pace Hill. People here want improvements but don't want a pit (Quaky) in their back yard. Erley pointed out the material from both pits is not the quality road base we need for our roads. We also don't have it in the budget to run a quarry .Brady was angry and stated that the excuse Erley used to not use the Quaky pit was for the protection of the aquifer. And he strongly disagreed and stated that pit would have no effect on the aquifer. And without putting material on the roads all the dirt will wear off and there will be even more drainage issues. Discussion escalated between Erley and Brady. Erley stated that the decision to not open a pit at the Quaky was not up to him it was a Council decision and he felt personally attacked and Erley left the meeting.

Discussion came back to the email sent by CM Hill.

Gibson stated that everybody on the Council is a volunteer, they are trying doing the government functions serving the public and working according to the General Plan with the limited amount of money we have. Attacking people is not appropriate, CM Hill's letter was inappropriate but she has admitted that it was wrong and we all agree it was inappropriate. Brady stated that the reason CM Hill will not be asked to resign is because you can't get anybody else to do the job.

Brady decided he will resign from the Committee and left the meeting.

5. Administrative: None

Glen Wilson continued the Meeting as Co-Chair

6. Standard Operating Procedures: Nothing new

New Business

7. Discussion and Possible Action re: Encroachment Permit Application.

It was agreed to add a place on the Application for a \$50" fee paid check off box" and to use the direct link to the Manual on Uniform Traffic Control instead of having that as a Quick link. The fee is purposely not in the Ordinance because it is easier to update the Application and Fee Schedule administratively than to amend an Ordinance. Wilson suggested putting a six month expiration date on the permit with a small add on \$15.00 fee in order to extend the permit. It was agreed consideration for an extension was a good idea, but the expiration should be in the Ordinance as well as the acceptable reasons for the extension process.

8. Discussion and Possible Action re: Upcoming Roads Projects.

M Duncan stated that it is the Committee's job to prioritize the road work. Gritts presented a worksheet on how they have been prioritizing work for the last 4 years. Discussion continued on how to get the Committee involved in prioritizing work criteria and how to improve communications with the public.

CM Gibson wanted to know how much work projects cost.

Wilson left the meeting for a prior engagement.

Gritts continued that John Groo has developed data base and Gritts uses excel spreadsheets what needs to happen is both need to be merged. M Duncan added that right now the best way to see what is being done is by looking at the monthly timesheets and daily work reports. CM Gibson wanted to have a way that costs for wages, materials and equipment could be tracked in a database. Discussion continued, CM Gibson volunteered to look into working on the database.

9. Discussion and Possible Action re: Shafer Extension weed overgrowth.

Gritts stated that once the tractor is fixed they will mow the Shafer extension. M Duncan reported that she has not seen knapweed out there.

Unfinished Business

10. Discussion and Possible Action re: Perpetual and Emergency waiver/ easements (tabled)

M Duncan and CM Gibson agreed that this waiver protects the Town, and if residents don't want to sign it then we just won't go on their property to fix drainage issues. Gritts added that this waiver is to give us permanent access to work on problem drainages. And because there is no "official drainage map" for

areas that we need to get into on a regular basis we may just have to use the one time waiver for those situations when residents won't sign the perpetual waiver.

11. Road's Budget

M Duncan asked to have the Road crew budget their hours so they do not run out of hours at the end of year (June). Especially as that coincides with fire season when mowing needing to be done. Buck recommended using the formula of 8.4% of the annual salary hours each month. M Duncan also recommended banking hours in the winter months. Gritts agreed that was a good idea, but emergencies and equipment breakdowns are impossible to plan for.

12. Emergency Planning- Evacuation Planning

13. Closed session

Adjournment

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

Meeting adjourned the meeting at 5:35 PM.

Approved:

Committee Members present
Pamela Gibson, Glen Wilson
and Jazmine Duncan.

Attested: Jocelyn Buck 8-18-2020
Jocelyn Buck, Town Clerk (Date)