Work Session

Staff & Councilmember Reports

RECREATION
Josh Jones, Director Parks and Recreation: Two (2) weeks left in Football season. 4th and 5th grade undefeated. Parks we started the winterizing. Sprinkler blown out at Joyce Cless Park and tree trimming. Continued with the rest of the parks next week and wrapping up. Weed eating today and done with that and mowing a couple more times. Tennis courts pulled for winter. Harvest Festival modified. Pumpkin sales and use more space. Very linear. Move forward to the different stations. Walk through the line and participants cannot touch anything. No face painting and pumpkin bowling.

POLICE
Chief of Police Tuliszewski: Statistics show calls up an incredible amount from last year. Follows ups are taking a lot longer and the things we anticipated. The paperwork under the new Senate Bill that is enacting that we are trying to get into compliance with as quick as possible. We are right on track. Lost 25% of productivity time. Missing juvenile and working with Craig, having weekly meetings with Human Service advocates and all the juvenile resources. Trying to work through that and bring the lady home. At this point we haven’t found her; we have some ideas to where she is at and everybody is working as a team.

PUBLIC WORKS
Frank Case, Public Works Supervisor:

PLANNING
Mary Alice Page-Allen, Planning and Economic Development Director: My main focus has been on trying to bring the funding together for the Hayden Center and 135 S Walnut; it is consuming most of her time lately. Planning Commission met last week and will have 4 additional residential micro-units at the repurposed old shed at the Granary. The site plan was approved by the Planning Commission last week. It’s that time of year, projects that have been put off all summer are emergencies for those people, so we have seen an uptick in permitting. Then day to day stuff. We were going to do joint Planning Commission/Town Council Meeting tonight; will do it next week. Encourage the Town Council to join the meeting if they can. The consultants will need feedback.

ADMINISTRATION
Mathew Mendisco, Town Manager: Question for the Council we have contemplated doing a family friendly concert at Dry Creek Park 5-7pm, encouraging families to come with family and bring your own food and beverages. During light hours. Concert goes for about 2 hrs. What are Council’s thoughts? We are at a point where we need to find out how we can get together safely. Looking at a Saturday night due to work schedules and ability to start earlier for sunlight and heat. Movie night at YVRA was suggested by Mayor Redmond, we have planned to do movie night at Hayden Center. There will be a meet and greet for the Town Council Candidates. Mathew Mendisco, Town Manager will moderate. It will be located in Town Hall with a virtual meeting, live on Facebook. Planning on October 6th or 7th.

COUNCILMEMBERS
Councilmember

Staff reports will continue at the end of the meeting.
Mayor Redmond called the regular meeting of the Hayden Town Council to order at 7:30 p.m. Councilmembers Meek, Hagins, and Wuestewald present. Also present were Town Manager, Mathew Mendisco, Town Clerk, Sharon Johnson, Police Chief, Greg Tuliszewski, Finance Manager, Andrea Salazar, and Recreation Director, Josh Jones.

OPENING PRAYER Mayor Redmond offered the opening prayer.

PLEDGE OF ALLEGIANCE Mayor Redmond led the Pledge of Allegiance.

MINUTES – September 3, 2020

CONSIDERATION OF BILL PAYMENT VOUCHER – September 10, 2020

PUBLIC COMMENTS None.

PROCLAMATIONS/ PRESENTATIONS None.

CONSENT ITEMS None.

OLD BUSINESS
Public Hearing: Resolution 2020-17 A Resolution Summarizing Expenditures and Adopting an Amended Budget for the Town of Hayden, Colorado for the Calendar Year Beginning on the First Day of January 2019 and Ending the Last Day of December 2019
The Public Hearing was opened at 7:36 p.m.
No Public Comments.
The Public Hearing was closed at 7:37 p.m.

Review and Consider Approval of Resolution 2020-17 A Resolution Summarizing Expenditures and Adopting an Amended
Mathew Mendisco, Town Manager explained that after the annual audit, it was auditors pointed out that we had expended more than we budgeted in two funds. The Council was very aware that these things were going to happen. We were just waiting for our audit to see the exact numbers. Budget compliance and budget law, says we do have to amend our budget to reflect that and that's what this Public Hearing and Resolution. Resolution 2020-17 is authorizing the final amounts for the

Minutes approved at the Regular Town Council Meeting October 1, 2020.
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Budget for the Town of Hayden, Colorado for the Calendar Year Beginning on the First Day of January 2019 and Ending the Last Day of December 2019 Development Fee Fund. It was the monies from Impact Fees which we expended last year on allowable items, banners poles, downtown improvements, Hayden Center reuse study and needed to reflect that as a fund. Then the Capital Improvement Fund for the projects at the Water Treatment Plant. We transferred the funds appropriately to cover the expenses from our Enterprise Fund.


NEW BUSINESS

Review and Consider Approval of 1st Reading of Ordinance 697 AN ORDINANCE ADOPTING THE INTERNATIONAL BUILDING CODE, 2018 EDITION, INCLUDING APPENDIX CHAPTERS C, E, AND J; INTERNATIONAL RESIDENTIAL CODE, 2018 EDITION INCLUDING APPENDIX CHAPTER B, C, E, Q; INTERNATIONAL EXISTING BUILDING CODE, 2018 EDITION; NATIONAL ELECTRICAL CODE AS ADOPTED BY THE STATE OF COLORADO ELECTRICAL BOARD; INTERNATIONAL MECHANICAL CODE, 2018 EDITION; INTERNATIONAL ENERGY CONSERVATION CODE, 2018 EDITION; INTERNATIONAL PLUMBING CODE, 2018 EDITION; INTERNATIONAL FUEL GAS CODE, 2018 EDITION: INTERNATIONAL PROPERTY MAINTENANCE CODE 2018 EDITION, ALL REGULATING THE

Todd Carr, Routt County Building Manager presented the changes in the code. In the changes, we replaced the 1997 Uniform Code for Dangerous Building with the 2018 International Property Maintenance Code. We are only adopting Chapters 1 and 2 that IPMC Code Book because it is a code written by ICC, its modern, not from 1997. When we have to perform inspections on dangerous buildings, vacant structures, things that might pose a danger to the public or those that occupy the building, it becomes very time consuming to try to enforce the 1997 code. It is done legally different than how we enforce any other code. It would be difficult to go to court and win a case and be very expensive. The change was about saving costs and being more efficient. The Energy Code had virtually no changes, only change was the U Factor for windows went from .32 to .31. Falcon Logistics homes have already adapted the 2018 Code and building to those specifications. Seismic Zone Category has been changed from B to C. It will not increase the costs of the construction. An amendment was written in to allow a geotechnical soils report to be reviewed by a structural engineer and if that soil is a Category B then the seismic can be overturned and be a Category B as it was before. On handrails, it is one that bothered us since we adopted the 2015 Code. Handrails are required when you have four risers or more on a set of steps. You have guardrails required for fall protection when you have more than a 30-inch fall. Years ago, when the maximum rise was changed from 8 inches to 7 ¼, they never altered the 30-inch rule that triggered a handrail on a set of steps. It doesn’t make sense. If you are looking out for safety, safety should be what’s the tragic number of the fall which is 30-inch. We amended it so handrails are required if you have more than a 30-inch fall. On vented crawl spaces we added some language because this is what happens in real life. Many people with crawl spaces and tightening up the home don’t want them vented to the exterior anymore; those days are long gone. If they do vent them to the exterior; they close them up in the winter anyways. You can do an exhaust only which allows you to move some air out of the crawl space. The code is written that a fan is supposed to run all the time, and that’s not going to happen. We are allowing it to run intermittently on a timer or humidectant. The liquid propane gas appliance is pitter base. This probably doesn’t apply to many residents in the Town of Hayden with Atmos providing natural gas. It was very expensive with an evac
ERECTION, CONSTRUCTION, ENLARGEMENT, ALTERATION, REPAIR, MOVING, REMOVAL, DEMOLITION, CONVERSION, OCCUPANCY, EQUIPMENT, USE, HEIGHT, AREA AND MAINTENANCE OF ALL BUILDINGS OR STRUCTURES, AND BUILDING SERVICE EQUIPMENT; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE OF JANUARY 1, 2021; AND SETTING A PUBLIC HEARING DATE OF OCTOBER 15, 2020.

The celluloid system is less expensive to use than to install an entire evac system. Blower door testing is still deleted and it would be up to the Town of Hayden to bring that into the code. It would be a certified tester and the test results would be sent to Routt County Building Services; they do not perform this testing. The only other thing I would like to bring up is about Radon Mitigation. That has through the course of time increased in certain areas. Do we have it? Yes, in some spots. The Environmental Director, Scott Common and the Public Health Director, Roberta Smith wanted to bring this up to each of the entities. Would you be interested in adopting that Appendix? My recommendation was, which they agreed with, what I did when I was in Iowa; we only adopted that the perforated pipe get installed below grade at the time of construction. So, if you are going to have a slab, a basement, they purchase the SDR35 perforated pipe and install it around the perimeter, poke it up through the slab and cap it. That way, it is there if needed and the house were ever tested positive for Radon. At that point you just hire someone to install the outlet and the fan and take it up through the roof or take it outside and up the side of the house. That's how we adopted in Iowa back in 2014. Councilmember Wuestewald would be more in favor of the Radon Testing pipe installation than the Blower Door Testing. Mary Alice indicated that the standard lending procedures for Freddie, Fannie or any Federal entities is to require the Radon Testing done at this point. It is a big expensive and with a little bit of forethought could be mitigated over the term. Mayor Redmond added that he has talked to the engineers that he has worked with and they tell him that Hayden is pretty much impervious to radon because of our soils. We have such a high concentration of clay. Todd Carr responded it is a way to look at it; base it on a soils report and write in the code and say the requirement is based on the soils report. Mayor Redmond went back to Mary Alice’s point that all the sales in Hayden are getting hit up with a radon test requirement. Todd Carr said it is almost required in home inspections; they are testing the homes and that is when it is coming up. When they do it after the home is constructed at the point of sale, they basically dig a pit, bust up the floor and put in a bunch of gravel. It isn’t as great a system either to capture all the radon. It is getting below the 4.0 number to sell the house and may not be getting rid of all the radon. Council is recommending to have the amendment to have the radon ready piping placed at time of construction.

Councilmember Hagins moved to approve 1st Reading of Ordinance 697 AN ORDINANCE ADOPTING THE INTERNATIONAL BUILDING CODE, 2018 EDITION, INCLUDING APPENDIX CHAPTERS C, E, AND J; INTERNATIONAL RESIDENTIAL CODE, 2018 EDITION INCLUDING APPENDIX CHAPTER B, C, E, Q; INTERNATIONAL EXISTING BUILDING CODE, 2018 EDITION; NATIONAL ELECTRICAL CODE AS ADOPTED BY THE STATE OF COLORADO ELECTRICAL BOARD; INTERNATIONAL MECHANICAL CODE, 2018 EDITION; INTERNATIONAL ENERGY CONSERVATION CODE, 2018 EDITION; INTERNATIONAL PLUMBING CODE, 2018 EDITION; INTERNATIONAL FUEL GAS CODE, 2018 EDITION: INTERNATIONAL PROPERTY MAINTENANCE CODE 2018 EDITION, ALL REGULATING THE ERECTION, CONSTRUCTION, ENLARGEMENT, ALTERATION, REPAIR, MOVING, REMOVAL, DEMOLITION,

Review and Consider Approval of 1st Round of Business Impact Assistance Program Funding

Mary Alice Page-Allen indicated that we received eight (8) applications and there are seven (7) recommended approval for the $35,000 assistance funding from CARES Act through Routt County. The awards are based on the number of employees with a rate of $1,500 per FTE to a maximum of $15,000. That leaves us a second round of funding for the one other application we have received, plus we have received some additional information from one of the applicants that was not going to receive any of our funds under our criteria. We will have a second round of awarding assistance at the October 1, 2020 meeting and at that time I anticipate we will be extinguished of all our funds for allocation. In front of you is a series of seven letters with a recommendation to award five (5) entities and that will total $27,500 with $7,500 remaining for the second round. Mayor Redmond asked if either of the two not receiving funding this round would be able to resubmit. Mary Alice responded that one would be based on the additional information that was provided and they will be placed back in the consideration pool. The other one was not an operational entity a year ago and under the guidelines of the program and the CARES Act they are not eligible. Mathew Mendisco added that we must remember that these are CARES monies so these activities had to take place during a certain time period, after March 7, 2020 and there are really tight restrictions on how we can allocate the money.


Review and Consider for Approval of Intragovernmental Agreement with State of Colorado Energy Office-Energy Performance Contracting Program for Investment Grade Audit and Energy Performance Project

IGA that moves us along for the DOLA grant money we received for Water Treatment Plant, Hayden Center and consideration for a generator and possibly solar at the Police Station. Councilmember Wuestewald asked if this is for the solar panels are the audit to do so. Mathew Mendisco indicated that this does not commit us to it. There is no capital upfront cost. It is paid for by a split of the cost you are saving with the solar and through DOLA set aside. The money to build everything will come from a DOLA grant we are currently working on. The performance contract acts as the match.

Councilmember Hagins moved to approve Intragovernmental Agreement with State of Colorado Energy Office-Energy Performance Contracting Program for Investment Grade Audit and Energy Performance Project. Mayor Redmond

Mathew Mendisco, Town Manager stated we sent out an RFP as requested by Council. We received one proposal. This is very qualified to do the work. This is not the current firm we use, this is a different firm. Staff is very comfortable in moving forward, they put together a very complete proposal. Mayor Redmond asked if this met our due diligence is changing audit firms every five (5) years. Mathew Mendisco indicated that it is not a required thing. They say every five (5) to six (6) you should go out for an RFP. Some municipalities have policies to change after a specific time period. As Councilmember Meek pointed out that it was good to go out for an RFP but to have a different set of eyes looking at your books. It is a commitment for 2020 audit and preceding years.


PULLED CONSENT ITEMS

None.

STAFF AND COUNCILMEMBER REPORTS CONTINUED

Mathew Mendisco, Town Manager, continued is staff report: Staff is very busy with the budget and our October 15th meeting will be our next budget meeting and that will be a budget meeting where we will present numbers. We will be cancelling the first meeting in November 5 since we will not have certified election results yet. The first meeting in November will be the second meeting normally scheduled in November, that would be our final budget meeting. Then the first meeting in December we will certify the budget like we normally do. Staff is really busy right now. Mathew is drafting four grant applications. I should note that Council has been desiring for a long time is Wayfinding. We received a Revitalize Main Street through CDOT; we were awarded our full grant $50,000, match that with $2,500 and $2,500 in kind work. We have to do it by this year. We already have the sign contractor lined up. It's a really quick CDOT process. We were hoping to do our entrance signs, but unfortunately it is too much. Hayden Center is moving along. A fundraising email just to people Mathew knew. Certified the ballot and TABOR due next week. You received the information on Fair Campaign Funding, the do’s and don'ts.

Councilmember Hagins brought up that it has been a long time since Councilmembers have gotten a raise; he thinks it is time to bump it up a little bit. Mayor Redmond asked how that works since it is in the Hayden Home Rule Charter. Mathew retrieved the Charter; there is a compensation minimum which is where we are right now. The amounts may be adjusted annually through a cost of living adjustment equal to the cost of living percentage adjustment given to the Town staff. Any other changes to compensation may be made by ordinance from time to time; provided, however, that any change or increase passed during an Elected Officer’s current term of office shall not take effect with the respect to that Elected
EXECUTIVE SESSION

ADJOURNMENT

Mayor Redmond adjourned the meeting at 8:52 p.m.

Recorded by:

APPROVED THIS 1st DAY OF October 2020.

J. Timothy Redmond, Mayor

Sharon Johnson, Town Clerk