

MINUTES
CASTLE VALLEY ROADS COMMITTEE MEETING
TUESDAY, DECEMBER 18th, 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: Colleen Thompson

Call to Order

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

1. Open Public Comment

No Comments

2. Approval of Minutes of Roads Meeting November 13th, 2018.

Erley motioned to approve the Minutes, Duncan seconded, motion passed unanimously.

3. Executive Report:

Monthly Road Report-Mingo Gritts

No printed report because the internet was down. Gritts reported we have signed the 3 year lease for a back hoe which should be delivered in February. He will price out getting our Back hoe, broken side window fixed. The window and a few other things will need to be fixed before we send it back to Honnen. It was agreed it would be much cheaper for us to do these fixes than to have Honnen charge us for them when the back hoe is returned. The back hoe was hard to start and then would not start at all because of water in the fuel tank. Honnen came out and flushed the fuel system and the Back hoe is running great now, meanwhile we lost two weeks of work in the pit. The crew has now caught up with work there and most of the processed material at Ida Gulch is out and on Shafer. Gritts added we will maximize our time in the pit and keep processing and hauling until the end of the month when our permit expires.

4. Correspondence: Notice from LeGrand Johnson of an increase in cement costs.

5. Policy and Procedures: Radios protocol and programing

Duncan reported we have permission from the Sheriff's Office and Forestry, Fire and State Lands to have their frequencies put on our radios. Also the Fire District will have our frequency put on their radios and visa versa. So next we just need to coordinate with Gary Wilson to get this work done. Protocol will need to be followed especially when using those outside channels. No codes should be used, only plain language so everybody understands.

New Business

6. Discussion and Possible Action re: Grand County Road Department Inter-local Agreement (2009) and/or new Memorandum of Understanding.

All agreed there was no need to change anything on this Inter-local agreement.

Gritts added that we do not have a mutual aid agreement with the County in case of an emergency or disaster. He had spoken with Bill Jackson and we can get something official set up with the County if we want.

Duncan explained that sort of agreement is important for after the incident because it spells out what we can financially handle and when we would need help outside that agreement.

Erley agreed we should have that official agreement.

7. Discussion and Possible Action re: Consulting the State Property Rights Ombudsman on prescribed roads easements at the Upper Eighty

Duncan explained that Greg Halliday had spoken with the State Ombudsman Brent Bateman regarding how to go about getting easements for the road at the Upper Eighty. Bateman stated we could get a prescriptive easement but that would be a costly legal process. Now that Duncan has more

history on the situation there are three property owners that have already agreed to an easement. Plus the easement is only on the west side of the existing road so we only need easements from a few property owners on that one side.

Brady asked if the road would require a full 50 feet that would require easements from both sides.

Brady feels if the property owners do not all cooperate then the residents will be responsible to service the road like a private community.

Duncan stated that we need to find out if we have to have a 50 foot road surface in order to get B and C Road Funds. In the meantime we need the property owners to sign a release so we would have legal access in case of an emergency.

Buck stated that to get recordable easements we would need to have the road surveyed which would cost a lot.

Erley stated we need to be careful when withholding maintenance in order to get an agreement on the west side easement because that could punish the eastside property owners. He believes that the east side needs to be involved and can be some of our biggest allies especially since almost all the owners on the east side had agreed to a 25 foot easement. Getting B and C Road Funds to maintain the road should be our primary justification for requiring easements. We need those easements to operate our equipment up there and maintain their road.

Duncan added that we will need 25 feet from the west side and if we need more for B and C Road Funds in fairness it would have to come from the eastside.

Erley reminded everyone that there is a lot of history on the road up there and some of it was not good interaction by and with the Town. We need to know how wide the roads need to be before we start asking for easements.

Gritts added he has had good rapport with the residents up there.

Duncan stated that some people don't want the road to be wider up there.

Discussion continued on who we hold easements with from the BLM land swap with SITLA. Grand County by default may have gotten the easement with the land swap. In that case we could get an MOU from the County.

8. Discussion and Possible Action re: Replacing the Fuel storage tank

Gritts stated that our 1000 gallon tank only holds 400 gallons so it might be half full of sand.

Buck stated that we cannot keep using this tank to fuel our leased equipment; it is costing us too much in repairs.

Gritts stated that we need to replace the tank, get a gravity feed tank on a stand with a new fuel meter and a lock. He will work on get some prices.

Cooper asked about adequate safety containment in case of a spill.

Gritts added that we could put a cement curb across the front of the fuel bay.

9. Discussion and Possible Action re: Ida Gulch MOU

Gritts gave an update on the BLM MOU this was to let us keep access to the pit after December 31st in order to get out the material we have already processed. The BLM has responded that they do not have the authority to grant us an MOU, because that would have to go through the Federal Highway Administration. So we will just have to get as much material out of the pit before the New Year. We can still get the asphalt and road base UDOT gave us. Next step would be for us petition Federal Highways for access. BLM could still give us access to the Professor Creek pit but we would need to invest in building a better road into that pit. Gritts was concerned that if we had access to the Professor Creek pit continuing to petition for Ida Gulch may be more difficult.

Everyone agreed we need to get some local political support before going to Federal Highways.

Gritts added that UDOT may still be trying to get access to Ida Gulch and we may be able to go into it with them.

Unfinished Business

10. Discussion and Possible Action re: Town Parking Ordinance (tabled).

11 Discussion and Possible Action re: Drainage review for equipment use not just buildings. (tabled)

Duncan motioned to un-table Item 11, Cooper seconded, motioned unanimously.

Gritts stated the idea here was to expand the drainage review to include using heavy equipment to modify any drainage that changes how water leaves a property.

Thompson added that the PLUC has added a grade review to Ordinance 85-3 that includes any type of earth moving not just for construction. The Building Permit Agent would defer this review to the Roads Supervisor when applicable.

Gritts added we need to get that information out to all the back hoe operators in the Valley.

Thompson stated we need a protocol to keep Roads updated on potential grade review issues. We need to clarify from 85-3 who is responsible for reviews.

Duncan motioned to re-table, Erley seconded, motion passed unanimously.

12. Discussion and Possible Action re: Standard Operating Procedures (tabled).

Duncan motioned to un-table Item 12, Erley seconded, motion passed unanimously.

Duncan suggested dividing up the list between the Committee and start working on them outside the meeting, and review drafts at meetings

Erley suggested using a spreadsheet as part of implementing tasks.

Duncan explained the SOPs need to have inspection expectations, record keeping protocols and schedule intervals.

Gritts asked maybe we should not re-invent the wheel and perhaps borrow general SOP guideline from Grand County Roads.

Duncan added that we would need to make these Castle Valley specific.

Erley stated that the record keeping on a spreadsheets will provide important data to provide the community with how much manpower is involved in the Roads Department.

After further discussion the list was divided up among members (list attached).

Duncan motioned to re-table Item 12, Erley seconded, motion passed unanimously

13. Discussion and Possible Action re: General Survey Questions (tabled).

14. Road's Budget

There was discussion on saving hours for spring grading road work. And also that material processing and hauling hours will go on the Special project budget line item.

15. Emergency Planning

Duncan reported that there will be some Emergency evacuation planning with the County coming up soon.

Adjournment

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

Brady adjourned the meeting at 5:47 PM.

Approved: _____

Merrill Brady

(Date)

Attested: _____

Jocelyn Buck, Town Clerk

(Date)

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CV Recorder
Town of Castle Valley

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