

MINUTES
CASTLE VALLEY ROADS COMMITTEE MEETING
TUESDAY, OCTOBER 15th, 2019 at 4:30 P.M.
CASTLE VALLEY COMMUNITY CENTER
2 CASTLE VALLEY DRIVE

Members Present: Merrill Brady, Jazmine Duncan and Dave Erley.

Members Absent: None.

Recorder: Jocelyn Buck.

Public Present: Faylene Roth

Call to Order

Brady called Meeting to Order at 4:30PM

1. Open Public Comment:

Faylene Roth expressed concern about the eroded drainage ditch along Bailey Lane up from Lot 90. She would like to see this area addressed before winter when the road gets slick. West Bailey Lane has gotten really rough over the last 3 years. Roth had driven up the west side roads from Chamisa through to Pope. Bailey and Rimshadow have deteriorated both had bands of large domed shaped rocks. She asked why there was no longer annual maintenance to those roads. Gritts explained that they have graded the east side roads but have held off on the west side until they purchased a jack hammer to chip the tops of the boulders off. Now road work will be prioritized. Roth continued that the situation is getting worse because we have to drive around the rocks, creating a trench between the rocks.

The Committee agreed these roads need work. Discussion continued on budgeting for road base materials and again on the difficulty of keeping gravel on the steeper sections.

Roth stated that any special projects such as situations where residents could buy gravel for their road and have the Town spread it should not take priority over basic road maintenance that regular tax payers are already paying and have been waiting for. Priority should not be given to an easy spreading job over addressing more difficult jobs.

Duncan agreed we would need to prioritize fairly.

Brady added that dump truck drivers can crack their tail gates and lay gravel to where it almost doesn't need any spreading.

Gritts agreed will look at the road priorities.

Duncan stated that the crew should no longer work road by road but by priority based on the conditions of the roads. She thanked Roth for her concerns.

2. Approval of Minutes of Roads Meeting September 17th 2019.

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

3. Executive Report:

Monthly Road Report-Mingo Gritts

Duncan asked to have the arrow signs on the "s" curves replaced, as they have lost their reflectivity.

Gritts reported the crew has been working on putting up the additional speed limit signs. Once the burn window opens they will be busy burning out ditches and the slash pile behind the Road Shed. And when the weather cools off they will be crack sealing Castle Valley Drive. They have fabricated a platform for the transmission jack to help load and unload the generator into

the dump trucks. The generator is needed to use the jack hammer.

4. Correspondence: None

5. Policy and Procedures: Open Road Committee position- no one has expressed interest so far.

6. Standard Operating Procedures:

Grading and Shaping: Improved gravel vs. Dirt roads.

Shoulder Maintenance, Culvert Installation SOPs- next month

Buck added we need an SOP for winter snow plowing, a Road Inspection Form and all Ordinances related to Roads to be included in SOP Document.

Duncan reported the BLM fence needs fixing in the Upper Eighty at the northeast corner of Lot 352.

New Business

7. Discussion and Possible Action re: Stephen Mitchell's Driveway.

Gritts has met with Mitchell and discussed the culvert and materials for the driveway. Jason Matz will be doing the driveway work and it should happen next spring in this fiscal year. Gritts had also reminded Mitchell to keep the gate closed; it has been left open lately.

8. Discussion and Possible Action re: Gravel for parking areas at the Town Building.

Brady stated he just paid \$400 for 12 yards from Spanish Valley Trucking. Gritts will work up some prices for this project. Any purchase over \$600 will have to be approved by the Council. Item dropped.

9. Discussion and Possible Action re: Ordinance 2009-2 Establishing a driveway Culvert Policy. Edits to the types of approved culverts was discussed.

Duncan motion to approve the edits to Ordinance 2009-2 Establishing a driveway Culvert Policy.

Erley seconded, motion passed unanimously.

10. Discussion and Possible Action re: West Buchanan roto-mill topping.

Gritts presented the idea brought to him by a resident on west Buchanan of using roto mill topping on the steep sections. Several residents on west Buchanan were interested. Gritts explained that using this material would require a lot of prep to the travel surface because once the surface is laid down it is set.

Discussion covered how we would plow the road without destroying the surface or removing material paid for by residents. This material would require to be maintained in a different way than other roads. The roto mill material could be cheaper than road base maybe we should look into mixing it with road base to extend our materials budget.

Erley mentioned that roto mill is petroleum based and are there any consequences to the watershed.

Brady added that roto mill may decrease dust problems.

Unfinished Business

11. Discussion and Possible Action re: Amendments to Ordinance 00-1 Prohibiting the Obstruction Of Public Roadways within the Town. (Tabled)

Duncan motioned to un-table Item 11, Erley seconded, motion passed unanimously.

Questions came on how much to charge for the Right of Way Encroachment Permit, how it could be assessed on an average hourly base.

Duncan recommended a minimum \$50 fee and then after a year going back and re-assessing the fee.

Buck asked if the fee should be enough as it would include use of Town signs and cones. Also there should be an additional hourly rate if the Town provides a certified flagger.

Gritts agreed that the use of that equipment should be included in the permit.

Discussion continued on how this permit protocol would have to involve the Building Permit Agent. The Agent would be the point person that would/could know when this permit may be required.

Erley motioned to table Item 11, Duncan seconded, motion passed unanimously.

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

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

Gritts commented and it was agreed that the "storm runoff channel" needs to be used consistently throughout both documents.

Erley motioned to table Item 123, Duncan seconded, motion passed unanimously.

13. Road's Budget

14. Emergency Planning- Evacuation Planning

Duncan reported on a meeting she had with Rick Bailey the County Emergency Manager. There is some potential that they may get a CIB grant/loan for a new Communications Vehicle, in which case they might want to house their old vehicle out here. He asked for Castle Valley's letter of support applying for the CIB grant/loan. Bailey stated that they are depending on Emery Fiber going County wide in order to provide much needed upgraded 911 services. They have been having a lot of problems with Frontier. This is another reason the Town needs to support the Emery Fiber project. Bailey added that Town Council and employees should complete the new IS 700 course. Reverse 911 testing is still in the works.

15. Closed session

Adjournment

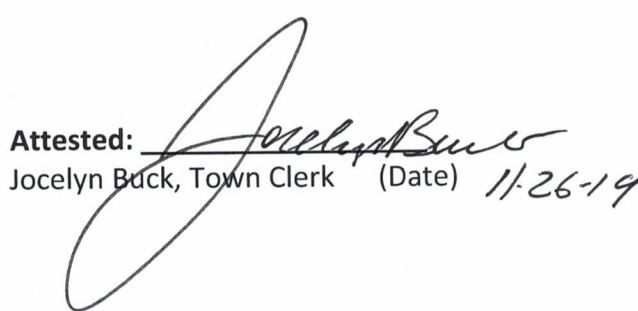
Duncan motioned to adjourn; Erley seconded, the motion passed unanimously.

Brady adjourned the meeting at 6:00 PM.

Approved:


Merrill Brady (Date)

Attested:


Jocelyn Buck, Town Clerk (Date) 11-26-19

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CV Recorder

