

MINUTES

CASTLE VALLEY ROADS COMMITTEE MEETING

TUESDAY, NOVEMBER 19, 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, Steve Gilbertson, Colleen Thompson, Jack Campbell and Laura Cameron

Brady called Meeting to Order at 4:30PM

1. Open Public Comment:

Faylene Roth followed up on her concerns she voiced last month about the condition of Upper Bailey Lane and asked for an update on when the work on Bailey Lane would start.

Gritts explained Bailey has been re-prioritized and will be first on the list once the equipment that was down is repaired.

2. Approval of Minutes of Roads Meeting October 15th 2019.

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

3. Executive Report:

Monthly Road Report-Mingo Gritts

Gritts reported that they have brought up all the rest of the processed material from Ida Gulch. More signage has been put up including speed limit signs. And still more signs will need to be replaced.

Both dump trucks are broke down and they are waiting for ordered parts.

Castle Valley has acquired a used Craftco Easy Pour 200 machine donated by the Grand County Road Department. This machine is used to melt tar for crack sealing. Used it is valued at approximately \$12500.00; we need to write them a thank you letter.

4. Correspondence: Email from Kaaron Jorgen regarding Homestead Lane. Rocky Mountain Power dug up the road for the Hedden's electrical line and left the silt on the road that will turn into mud. Duncan had followed up with Randy Jorgen and explained the with limited road material budget we have to go by priority. Gritts stated they could bring up some of the material in the ditch and smooth it out. Colleen Thompson and Duncan asked if the Town had something in place to have the utilities repair the road after they have dug it them up. Gritts agreed that we need to look at the easement encroachment ordinance to make sure that is included. Everyone agreed that in Moab when utilities dig up the road they have to fix it and patch the asphalt, out here they should at least be expected to replace the road base material.

5. Policy and Procedures: Road Committee positions still open no interest so far.

6. Standard Operating Procedures:

Grading and Shaping: Improved gravel vs Dirt roads.

Roads Inspection report form

Shoulder Maintenance, Culvert Installation SOPs

Gritts is working on SOP drafts and updating the Road Inspection form.

New Business

7. Discussion and Possible Action re: Approval of Meeting Dates for 2020.

Buck pointed out some of the Meeting dates are on the second Tuesday in order to stay the day before Council Meetings.

Erley motioned to approve the Meeting dates for 2020, Duncan seconded, motion passed unanimously.

8. Discussion and Possible Action re: Burning and alternatives to burning.

Gritts reported they have a huge slash pile in the back lot and if the burn window does not open they will have to wait until spring. Discussion continued on alternatives to when the crew cannot burn ditches and/or the Town lot slash pile. Either because the burn season is short and is closed or in the future it could potentially be permanently closed. They could to haul the material to the back lot and we could invest in a chipper, but that would require a lot of work sorting and processing the materials and we cannot chip tumbleweeds. Duncan suggested we could look into special burn permits from the Health Department. Another problem is we do not allow herbicides to be used on the road sides and we need to be able to burn the noxious weed and their seeds. We may have to look at composting and grants for purchasing a chipper.

9. Discussion and Possible Action re: Materials budget FY2020.

Duncan asked how we will prioritize the spending of our \$5000 material budget. East Pope is the top priority road. Brady reported that the dump truck operator can set their tail gate as they dump the material so it does not need much spreading. Spanish Valley Trucking, Robbie Lovato charges \$380 per load that went approximately 200 feet 8ft wide. Gritts will work up some numbers and get the section on Pope done. Duncan estimated we could get 13 loads or 2600 feet depending on the width of the road.

10. Discussion and Possible Action re: Chamisa ditch easement with Lot 11.

Duncan had spoken to Joanna Stoddard property owner of Lot 11 about the ditch easement from the cul-de-sac. She thought it was a 40 foot easement and it is all up hill and has never worked. Buck produced a map of the easement from the Recorder's Office the Recorded easement is 5 feet wide. Discussion continued that the easement needs to either be widened to make it work or be cancelled. Drainage from the cul-de-sac needs to be evaluated and the situation should be discussed with property owners of both Lots 10 and 11. Gritts will contact those parties.

11. Discussion and Possible Action re: Corner mitigation with Lot 429.

Delineators have been placed around the corner, reflective tape have been added to cones. The corner post on lot 429 is not in the road easement it is beyond that on private property. There have been inquiries into the Town pursuing a prescriptive easement for the corner. It has been decided that cost would be prohibitive and not worth the small piece of land. Recommendations were to repaint the center line widening the turn and to post a slower speed limit through the corner. Duncan stated that this fence might help slow traffic down in front of the Town Building and Playground, something we have tried for to get for 2 years.

Buck reported that Greg Halliday was concerned that our delineators were not legal so close to the road. Laura Cameron was also concerned about the delineators being so close to the road. Gritts will check with UDOT. This is an emergency situation for public safety. Duncan pointed out that once the center line is re-aligned the delineators will probably be the legal distance. Erley agreed that we need to take care of the people coming up the valley as well as those going down valley that meet at the corner. Colleen Thompson asked if the Town should remove the asphalt on the part of the road that is not in the easement once the center line is changed. Gritts consulted the UDOT MTC website and the delineator regulation stated the best practices "should" be followed not "must" be followed. Duncan stated that if these mitigations do not work, we will put a stop sign at the corner.

Unfinished Business

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

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

Gritts stated that this document is dated and needs some updating. He stated that Moab City has a simple Ordinance most of the legalese in their permit. In our Ordinance it states the Permit has a \$50.00 fee but the permit does not cover any fee. This permit must be issued for any obstruction in the road ways and easements included would be putting in driveways, manufactured home, culverts etc.. Our Ordinance should also consider an hourly rate as needed for Town staff flagging and fees for the use of Town cones and signs. Colleen Thompson needs to be in the loop as she is the first person of contact for

people getting permits. She recommended this permit be part of a check list for property owners. Gritts added that the local contractors also need to know the permit process.

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

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

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

Gritts reported that the one time Waiver is pretty solid he had just made some changes to drainage system language and he combined the existing draft permanent easement with one that has been recorded. He will send them out to the Committee for review before the next meeting.

Erley motioned to re-table Item 13, Duncan seconded, motion passed unanimously.

14. Road's Budget

All present agreed the budget is in line.

15. Emergency Planning- Evacuation Planning

Buck has tried different methods such as drawing on google earth but in the end she thought the simplest was to use color codes for exit routes on an existing CV road map. She will contact Tom Noche to see if he could make better maps. Gritts added that we should have emergency signage that would help direct people.

Coming up next will be review of the Draft Town Emergency Management Plan. Buck will send this out for the January meeting. In the meantime all Town staff and Government should take the FEMA 700 class online.

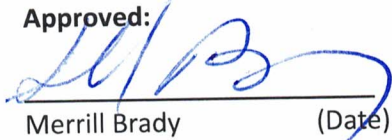
16. Closed session

Adjournment

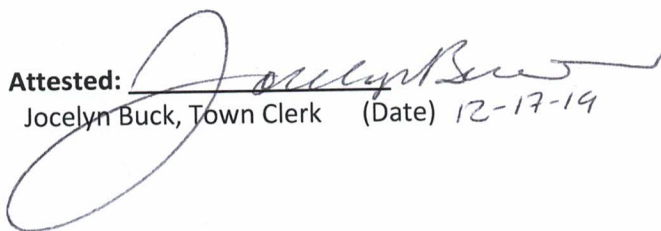
Duncan motioned to adjourn; Erley seconded, the motion passed unanimously.

Brady adjourned the meeting at 5:30 PM.

Approved:


Merrill Brady (Date)

Attested:


Jocelyn Buck, Town Clerk (Date) 12-17-19

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CV Recorder 