



MINUTES

CASTLE VALLEY ROADS COMMITTEE MEETING

TUESDAY, OCTOBER 20th, 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 was held outside at the Town Pavilion, 2 Castle Valley Dr.**

Members Present: Jazmine Duncan, Pamela Gibson and Glen Wilson.

Members Absent: None.

Recorder: Jocelyn Buck.

Public Present: Colleen Thompson, Jeff Whitney and Stephen Curtis.

Roads Department: Mingo Gritts

Call to Order

M Duncan (acting Chair) called the meeting to order at 4:36 PM

1. Open Public Comment: None

2. Approval of Minutes of Roads Meeting September 15th 2020.

Wilson motioned to approve the September 20th Minutes, Gibson seconded, motion pass unanimously.

3. Executive Report:

Monthly Road Report-Mingo Gritts

Gritts reported they had to fix some drainage problems on lower Pace after the last rain storm. This involved pulling out an old culvert that was placed too deep. They replaced the shoring of one culvert up at the Upper Eighty. The mower is fixed and they have finished mowing. With the Burn window remaining closed the crew will have to manually clean out the culverts and ditches and haul the weeds and brush to the back of the Town lot. Goat heads are spreading; Jeff Whitney said the County Weed Department used to sell/ recommend beetles that would eat only goat heads. Amber lane has a lot of goat heads, Wilson stated this is probably from Lot 427 irrigation running over in to the road. The only way to get rid of goatheads is to burn the seeds or dig the plants up and bag them.

4. Correspondence: Buck had a request to have the pot holes at Castle Creek Ln and Castle Valley Dr. repaired. Buck and Gibson added there is another pothole at the mailboxes and in the pavement up by the mailboxes.

5. Administrative: Database report update Gibson has completed data entry going back to January. She presented example of the kind of reports the database can generate. She still has some questions for John Groo. Gritts has updated the employee and equipment information; he needs to ask Groo how to add new pieces of equipment. The equipment costs on the reports are only the value of the equipment used basically what it would cost if we had to subcontract out the equipment. Buck asked what reports the Committee would like each month, it was decided the work log, roads worked on report. Buck asked how we could plug in the Town's actual cost for each piece of equipment repair and maintenance both the employee time and the parts. Whitney explained that this database is used by the Grand Count Road Department to document every piece of equipment's hourly worth to justify their budget. Discussion continued how we can get a report on the actual cost of maintenance of each piece of equipment. Thompson added it should be possible to combine the data of maintenance cost and the hours used to get an overall value of each piece of equipment used. Buck pointed out repair expenses are not part of the database reports those are in Quickbooks. Gritts wanted to add some more codes to the database for more detailed information. Gibson wanted the work logs turned in daily. Both Gritts and Gibson will work through their issues with Groo. The General Plan is now available on the Town website.

6. Standard Operating Procedures: still pending

New Business

7. Discussion and Possible Action re: Recommendation for a new Committee member.

Wilson motioned to recommend Jeff Whitney to the Council for the position on the Road Committee, Gibson seconded, motion passed unanimously.

8. Discussion and Possible Action re: Fall Clean-up planning

Discussion was on whether to cancel or not. It was decided to go ahead and have residents wear masks, observe social distancing, pre-sort their stuff and be prepared to unload their stuff. Whitney recommended having an area where residents could dump heavy stuff and then use the back hoe to pick it up.

9. Discussion and Possible Action re: Emery Fiber project dust control.

Gritts explained that the Emery subcontractors having been doing a great job but now they have got into areas where they need a bulldozer to dig trenches through the cobble. They have ended up tearing up the road and stirring up a lot of loose dirt and sand dust. They are now leasing our water truck to water down the dust. Both Gibson and Whitney stated the situation down on lower Shafer is not improving. Gritts will talk to Emery and the subcontractors. The lease agreement we have with Emery was a quick fix to reduce the dust on Shafer and that lease expires at the end of October. After that they will have to lease their own water truck. Gibson pointed out that digging along lower Shafer will be easy compared to the rocks etc. that they will run into on the rim side steep roads. Gritts added that ripping up the cobble causes a lot of loose dust. Duncan also added that we should take photos of the roads prior to the Emery installation work so we have proof of how the road looked.

10. Discussion and Possible Action re: update HolyOak cul-de-sac options.

Gritts updated the Committee that the Keoghs do not want to put the electricity underground or to have a new pole on their property. So that leaves Option 1 moving the existing pole out of the cul-de-sac and installing two new poles in the cul de sac utility easement. The Council will discuss approval of Option 1 the new poles at their next meeting. Discussion continued on future plans for cul de sacs throughout the valley.

Unfinished Business

11. Road's Budget- the budget is inline, Wilson recommended evaluating the mower and to consider how to replace it.

12. Emergency Planning- Evacuation Planning- nothing to report

13. Closed session- not needed.

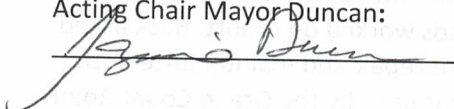
Adjournment

Wilson motioned to adjourn, Gibson seconded motion passed unanimously.

Duncan adjourned the Meeting at 5:39PM

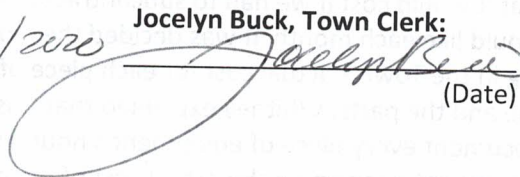
Approved:

Acting Chair Mayor Duncan:

 12/16/2020
(Date)

Attested:

Jocelyn Buck, Town Clerk:

 12/16/2020
(Date)

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CV Recorder 