

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, March 14, 2002

Minutes of a Regular meeting of the **LIGHT AND POWER COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Municipal Building in said Town of Estes Park on the 14th day of March 2002.

Committee: Chairman Jeffrey-Clark, Trustees Habecker and Newsom

Attending: All

Also Attending: Assistant Town Administrator Repola, Light & Power Director Matzke, Assistant to the Director Mangelsen, and Deputy Clerk van Deutekom

Absent: None

Chairman Jeffrey-Clark called the meeting to order at 8:00 a.m.

FALL RIVER HYDRO PLANT BRIDGE – REQUEST APPROVAL OF ADDITIONAL SITE WORK.

In February, the Town Board approved the purchase of the Fall River Hydro Plant Bridge from Continental Bridge at a cost of \$22,231. TA Enterprises submitted a proposal to construct the sidewalk, bridge abutments and landscaping for a cost of \$7,120.75. The Town Board agreed in February to amend the 2002 budget to include \$35,000 for the bridge purchase and additional landscaping costs. The total cost for the bridge purchase and this contract will be \$29,351.75. The **Committee recommends approval for additional site work to include construction of the sidewalk approaches, bridge abutments, and final landscaping by TA Enterprises at a cost of \$7,120.75 as presented.**

RIVERSIDE PLAZA – EPURA REQUEST APPROVAL OF SCULPTURE LIGHTING.

The Dept. received a request from the Estes Park Urban Renewal Authority (EPURA) to provide lighting for the cougar and eagle sculptures in Riverside Plaza. The total cost to light the cougar and eagle sculptures is anticipated at \$4,000, if each sculpture could be effectively lit using 2 fixtures. As adequate funding is available in the 2002 street lighting capital budget to accommodate this request, the **Committee recommends approval.**

2002 NATIONAL ELECTRIC CODE – SCHEDULE FOR ADOPTION.

The Town traditionally adopts the current edition of the National Electric Code (NEC) issued by the National Fire Protection Association as a primary code for Electrical Regulations for Buildings and Construction. This code was adopted as a National Standard effective August 2, 2001 and the State of Colorado intends to implement the 2002 NEC by July 2002. The State provides electrical inspection services within the Town limits and unincorporated Larimer County.

Staff recommends the following adoption process:

1. Set the public hearing date to consider the ordinance at the regular Town Board meeting on March 26th.
2. Consider the ordinance to adopt the 2002 NEC at a public hearing on April 23rd.
3. If approved on April 23rd, the ordinance will take effect on May 26th (30 days after publication).

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Chapter 14.20 of the Town's Municipal Code currently requires that commercial wiring be installed in metallic conduit except for freestanding structures served by one electric meter in the Commercial Outlying (CO) zone. Staff requested revising said Code to extend the exception to freestanding structures served by one electric meter in all zoning districts except Downtown Commercial (CD).

There is no anticipated budget impact for the 2002 NEC adoption, nor will the inspection fee schedule be impacted. **The Committee recommends approval of the 2002 National Electric Code adoption process and amendment to the Municipal Code as outlined above.**

APPA SAFETY MANUAL (12TH EDITION) SAFE WORK PRACTICE GUIDELINES – ADOPTION.

The Dept. has informally used the APPA Safety Manual as a reference for safe work practice for many years. Each employee has a copy and the manual is reviewed at regular department safety meetings. The manual accurately reflects departmental practice in most cases, with 2 exceptions:

1. Care and use of rubber gloves (p.96). The manual calls for employees to don high voltage gloves prior to climbing a pole or lifting the bucket from the cradle. This practice causes unnecessary wear and tear to personal protective equipment without providing additional protection for the employee.
Revise to: Employees should don high voltage gloves prior to approaching an ungrounded primary conductor within six feet. Also we want to clarify wording that requires use of high voltage gloves when using approved switch sticks or live line tools during inclement weather.
2. Pole Hauling and Temporary Storage (p. 110). The manual states that poles loaded on a truck or trailer shall be securely fastened every ten feet.
Revise to: Poles should be secured at the front and back of the trailer as called for in the manufacturer's specifications.

There is no anticipated budget impact with the adoption of the APPA Safety Manual

The Committee recommends that (1) the APPA Safety Manual (12th Edition) be formally adopted as a safe work practice guideline for Light and Power Dept. employees, and (2) the Manual be modified as outlined above. Future modifications shall be presented to the Committee for approval.

WINDCLIFF UNDERGROUND UPGRADE PROJECT – REQUEST APPROVAL.

The Dept. hired Aztec Cable and Communication in December 2001 to install 320' of 3" conduit using directional boring equipment at a cost of \$5,600. This project was anticipated to involve 200' of normal soil conditions and 120' of rock; however, solid rock was encountered exclusively and a portion of the line had to be rerouted causing the cost of the project to be elevated significantly. The Dept. received an invoice from Aztec Cable for 451' of directional boring in solid rock at a total cost of \$20,895. This project was not funded in the 2002 budget; however, \$5,600 was carried over from the 2001 purchase order and there is sufficient funding in the 2002 capital budget to accommodate the additional \$15,295.

The Committee recommends that the invoice from Aztec Cable and Communication for 451' of directional boring at a total cost of \$20,895 be approved. Discussion was held regarding possible amendments to policies that would allow department heads more flexibility when encountering unanticipated complications during projects. Staff was directed to review current policies and present recommendations to the Committee for approval.

REPORTS.

Platte River Power Authority. Director Matzke briefed the Committee on the Annual Meeting. Items discussed included the annual audit, Rawhide peaking combustion turbines, bond ratings, coal and rail contracts, security at PRPA, and Mayor Baudek's re-election as Secretary to the Board.

The Committee reviewed the February financial reports and graphs.

Bond Park Lighting Demonstration. Light & Power Secretary Button briefed the Committee on the Bond Park lighting project. A total of 9 lights have been installed around Bond Park and in front of the Municipal Building. Ballots are available in the Municipal Building lobby for the public to provide input regarding their favorite streetlight, pole style, and light color (yellow or white). Sample ballots also are available on the Town's Website and internal Intranet.

Project Updates: (1) Interpretive panels and displays have been installed at the Fall River Hydro Plant and changes to the concrete pad for the Kiosk were discussed; (2) Todd Steichen was named the new crew chief; (3) materials are being delivered for the Big Thompson Rebuild and Hwy. 7 Project.

Chairman Jeffrey sought information regarding the Town's utility mapping system. Director Matzke explained that the Town currently uses GIS/GPS technology to provide detailed mapping from a comprehensive database. Staff was directed to provide sample maps at the April meeting.

There being no further business, Chairman Jeffrey-Clark adjourned the meeting at 9:05 a.m.

Rebecca van Deutekom, CMC, Deputy Town Clerk