

TOWN OF MEEKER MEETING MINUTES

The Regular Meeting of the Meeker Town Board was held Tuesday, July 16, 2024, at Town Hall.

Members Present	Mayor Pro Tem	Lockwood
	Trustees	Browning
		Day
		Nielsen
		Sizemore
Town Staff Present	Administrator	Etheridge
	Town Clerk	Cook
	Police Chief	Thompson
	Public Works Supt.	Willey

CALL TO ORDER

Mayor Pro Tem Lockwood called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

ROLL CALL

All Board members were present except Mayor Day and Trustee Jehorek.

APPROVAL OF THE AGENDA

Mayor Pro Tem Lockwood asked for changes to the agenda. Administrator Etheridge said two items had been removed, the Town Attorney Update and the Executive Session regarding conference with the Attorney. Trustee Nielsen made a motion to approve the agenda as revised. Second by Trustee Sizemore. All ayes. Motion carried.

APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Browning to approve the minutes of June 2, 2024, as submitted. Second by Trustee Sizemore. All ayes. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Day to approve the disbursements dated July 16, 2024. Second by Trustee Browning. All ayes. Motion carried.

PUBLIC PARTICIPATION

None.

STAFF UPDATES

Public Works Superintendent Willey reported that during the month of June 30,332,928 gallons of water were pumped, and that Cory Cox had been hired to fill the vacancy and he is underway with the county to obtain his CDL license. Willey said the water department's sanitary survey, where the State comes in to check everything out, was completed in June. This was the first survey Jak oversaw as the ORC and he did a great job getting everything together in the two weeks he was allotted. The State found three significant deficiencies: 1) there was not enough flashing on top of the tanks, which has since been taken care of; 2) we didn't meet the 90% required on backflow records, we were at 60% and are currently working to take care of this as well; and 3) we need to rotate our sample sites more often, which is an easy fix. Willey said there were a few comments made by the State that he strongly disagrees with, one being that the new wells 7 and 8 have not been tested to see if they are surface water influenced and will need to undergo testing next year at a cost of approximately \$9,000. Trustee Sizemore suggested writing a letter to the State, so it is on file. Willey said another is that our water system is not at the correct level in the State records, he has written the State Engineers who indicate that it is, there is no action on our part

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as these items should have all been addressed by the State prior to the survey. Willey also reported that he had been taking some preliminary precautions regarding the Mormon crickets by creating bait lines from the highway to Hill Street, from the top of 7th Street to Sage Hills and along the bench on China Wall.

Police Chief Thompson reported his department responded to 254 calls for service during the month of June resulting in ten citations, five warnings, and four arrests were made. Nine notices were issued by Code Enforcement for junk, weeds, and maintenance needed by landowners. The Chief said the Department will be undergoing a CBI audit soon. Mayor Pro Tem Lockwood asked if it was working out to send inmates to Craig. Thompson replied the Moffat County Jail is asking for medical clearance before accepting anyone who is intoxicated and Pioneers is not able to complete the clearance timely so we are considering taking them to Craig Memorial where it can be completed faster.

Administrator Etheridge said Comm. Development/Planner is on vacation and the Planning Dept. update was included in the Board packets.

Town Clerk Cook gave the second quarter financial report ending June 30th stating total cash and investments of all funds total \$9,619,515.33, the budget worksheet reflects revenues versus expenses without grant revenue, Mineral Lease and Severance receipts, or Systems Development (capital expenses) to give an idea of where the Town is operationally for each fund. Operation and maintenance for the second quarter shows a positive of \$114,645.79 in the general fund and a \$6.38 loss in the water fund. Each department’s expenses should be fifty percent or lower for this time period, all departments are under that amount and the figures represented are after the final audit adjustments were completed.

PUBLIC HEARING

Consideration of Special Event Liquor License from Rio Blanco County Fair on August 3, 2024, at RBC Fairgrounds. Mayor Pro Tem Lockwood opened the public hearing at 7:16 p.m. Town Clerk Cook stated the request was submitted by the Rio Blanco County Fair Board to serve alcohol during the 4H livestock sale. JAK Kilduff, representing the Fair Board is present, Crandal Mergelman will be the event manager, the license is for the confines of the 4H Building, 700 Sulfur Creek Road, on August 3rd from 10 a.m. to 12:00 a.m., the event includes lunch with other non-alcohol beverages available, Fair Board members will ID and stamp the hands of those who are over 21 and also monitor the premises, the Commissioners have given permission to use the facility, Chief Thompson has no objection to the license, the public hearing was advertised, and the property posted, the application is complete, fees paid, and staff recommends approval.

Mayor Pro Tem Lockwood called for questions. Hearing none, he closed the public hearing at 7:18 p.m. and called for a motion to approve the Special Event Liquor License for the RBC Fair Board. Moved by Trustee Sizemore. Second by Trustee Browning. All ayes. Motion carried.

NEW BUSINESS

Proclamation for National Night Out. Administrator Etheridge stated the proclamation was made in support of National Night Out to be held on August 6th and Police Dept. staff have worked hard to make it a success again this year. Etheridge said the Proclamation will be published in the newspaper along with the enclosed flier to advertise the event. Mayor Pro Tem Lockwood read the last paragraph of the Proclamation and declared August 6, 2024, as National Night Out and called for a motion to approve it. Moved by Trustee Day. Second by Trustee Nielsen. All ayes. Motion carried.

MANAGER’S REPORT

Administrator Etheridge updated the Board:

- ♦ The capital planning and budget workshop to begin discussing prioritization of capital projects for 2025 will be held on July 30th and asked if anyone besides Trustee Sizemore had any conflicts with

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that date. The Board concurred for the date of the 30th and to begin the workshop at 6:30 p.m.

- ◆ Ayres Associates will be here August 6th for a workshop at 6:00 prior to our regularly scheduled

meeting. Mayor Pro Tem Lockwood requested their presentation be distributed to the Board for their review prior to the meeting.

- ◆ Congratulations to Carly being awarded DOLA’s Local Planning Capacity grant in the amount of \$32,000 to help support housing action strategies.

- ◆ ERBM Board has invited us to a joint meeting on August 20th at 5:00 p.m. which will be followed by our regularly scheduled Board meeting at 7:00 p.m.

- ◆ There are a couple of dates in August that have been tossed out between the County and Rangely for a meet up of elected officials but still nothing is confirmed.

- ◆ The highway banner was taken down on July 5th as a safety precaution for concerns over the installation and some warping of the poles. The poles were installed by WREA and the system was engineered by SGM, Stephanie Hanson has reached out to WREA first to determine what the concern is and how to mitigate it.

- ◆ Matt Solomon with NCEI and AGNC is currently developing a second survey which will introduce the concept of an energy campus and integrated energy systems to the general public. Colorado School of Mines and NREL (National Renewable Energy Lab) are assisting with the creation of the survey.

- ◆ Circle Park River Front project: ERBM Director Josh Embrey and I had a very positive meeting with the Cemetery District Board last week and we are working on a temporary construction easement agreement to use the trail from the cemetery hill to the park. The contractor and engineer have been made aware of this possibility and will plan accordingly. Both the contractor and engineer are trying to wrap up their major summer projects right now so final design and Guaranteed Maximum Pricing for contract negotiations and Notice to Proceed for construction is anticipated for early September.

- ◆ Laurel Haney, Community Service Officer (Animal Control and Code Enforcement) is planning her retirement in September so her position has been advertised the past few weeks and will remain open through next Monday. The plan is to have someone on board for orientation and training by mid to late August.

Trustee Day asked if Administrator Etheridge had attended the PUC meeting in Craig last week and if there was anything to report. Etheridge replied that she had not attended, as she was at the County’s interagency meeting that day from which she emailed her notes to Board members for their information. She understood that the Town and County were represented by our Mayor and a Commissioner at the PUC meeting. Mayor Pro Tem Lockwood asked if Pioneers Medical Center had been represented at the interagency meeting, Etheridge replied they were not.

MAYOR’S REMARKS

None.

OTHER BOARD BUSINESS

Mayor Pro Tem Lockwood requested that the report Bob Amick prepared regarding additional safety measures at the cross walk be included during the capital planning, stating his research is valid and should be considered.

ADJOURNMENT

The Mayor Pro Tem adjourned the meeting at 7:34 p.m.

/s/ Chris Lockwood, Mayor Pro Tem

Attest: /s/Lisa Cook, Town Clerk

