

## TOWN OF MEEKER MEETING MINUTES – AUGUST 6, 2024

The Regular Meeting of the Meeker Town Board was held Tuesday, August 6, 2024, at Town Hall.

Members Present	Mayor Trustee	Day Browning Day Jehorek Lockwood Nielsen Sizemore
Town Staff Present	Administrator Town Clerk Admin Asst Attorney	Etheridge Cook Pakuer Massih

### CALL TO ORDER

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

### ROLL CALL

All Trustees were present.

### APPROVAL OF THE AGENDA

Mayor Day asked for changes to the agenda. A motion was made by Trustee Jehorek to accept the agenda as submitted. Second by Trustee Browning. All ayes. Motion carried.

### APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Sizemore to approve the minutes of July 16, 2024, as submitted. Second by Trustee Day. Ayes: Day, Browning, Lockwood, Sizemore, Nielsen. Abstain Jehorek due to her absence. Motion carried.

### APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Nielsen to approve the disbursements dated July 31, 2024. Second by Trustee Day. All ayes. Motion carried.

### PUBLIC PARTICIPATION

Ms. Teresia Ruckman-Reed introduced herself as a representative for America 250 – Colorado 150. It is a commemoration of the nation's 250<sup>th</sup> and Colorado's 150<sup>th</sup> anniversaries. The USA and the State of Colorado will mark two important milestones in 2026: the 250<sup>th</sup> anniversary of the signing of Declaration of Independence, and Colorado's 150<sup>th</sup> anniversary of statehood. These Twin anniversaries present the people of Colorado with an opportunity to engage more fully with our past and look toward a shared future. Ms. Ruckman-Reed asked the Town of Meeker to take into consideration how to be involved.

### PUBLIC HEARING

Mayor Day opened the public hearing at 7:03 pm.

*Consideration of Special Event Liquor License from Meeker Lions Club on August 10, 2024 at RBC 4-H Building for the RBC Pioneers Dinner.* Town Clerk Cook stated that Mark Rogers was present representing the Meeker Lions Club, Darrell Nay will be the event manager. This application is for the Rio Blanco Pioneers Dinner and Dance to be held at the Rio Blanco County 4-H Building located at 700 Sulfur

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Creek Road. The event will be held on August 10<sup>th</sup> from 3:30 pm to 12:00 am.

**Consideration of Special Event Liquor License from Meeker Lions Club on August 23, 2024 at RBC 4-H Building for the Meeker Mustang Trainers Dinner.** Town Clerk Cook stated that Mark Rogers was present representing the Meeker Lions Club, Deidre MacNab will be the event manager. This application is for the Meeker Mustang Trainers Dinner to be held at the Rio Blanco County 4-H Building located at 700 Sulfur Creek Road. The event will be held on August 23<sup>rd</sup> from 4:00 pm to 11:00 pm.

**Consideration of Special Event Liquor License from Meeker Lions Club on August 24, 2024 at RBC Fairgrounds for the Meeker Mustang Makeover.** Town Clerk Cook stated that Mark Rogers was present representing the Meeker Lions Club, Deidre MacNab will be the event manager. This application is for the Meeker Mustang Makeover to be held at the Rio Blanco County Fairgrounds (Grandstands) located at 700 Sulfur Creek Road. The event will be held on August 24<sup>th</sup> from 10:00 am to 11:00 pm.

**Consideration of Special Event Liquor License from Meeker Lions Club on September 7, 2024 at RBC 4-H Building for the Meeker Classic Jammin’ Lamb.** Town Clerk Cook stated that Mark Rogers was present representing the Meeker Lions Club, Mary Cunningham will be the event manager. This application is for the Jammin’ Lamb to be held at the Rio Blanco County Fairgrounds 4-H Building located at 700 Sulfur Creek Road. The event will be held on September 7<sup>th</sup> from 2:00 pm to 10:00 pm.

For all four special event licenses, permission has been received from the Commissioners for use of the property, the public hearing was advertised, and the property posted, Police Chief Thompson has no objection and staff recommends approval.

Mayor Day asked for comments or questions. Hearing none he closed the public hearing at 7:06 pm and called for a motion to approve the license’s for:

Meeker Lions Club on August 10, 2024 at RBC 4-H Building for the RBC Pioneers Dinner  
Meeker Lions Club on August 23, 2024 at RBC 4-H Building for the Meeker Mustang Trainers Dinner  
Meeker Lions Club on August 24, 2024 at RBC Fairgrounds for the Meeker Mustang Makeover  
Meeker Lions Club on September 7, 2024 at RBC 4-H Building for the Meeker Classic Jammin’ Lamb.  
Moved by Trustee Sizemore. Second by Trustee Jehorek. Ayes: Day, Jehorek, Lockwood, Sizemore, Nielsen. Abstain; Trustee Browning due to involvement with Jammin’ Lamb. Motion carried.

**NEW BUSINESS**

**Consideration of administrative review for recurring special event liquor licenses.** Town Clerk Cook informed the Board that in 2012 Colorado legislation changed allowing local authorities to approve Special Events Licenses at the administrative level. Therefore, it would no longer require the dual approval of the local authority and the State. The Town of Meeker passed Ordinance No. 06-2012 which states that the special event liquor license approvals can be done administratively by the Town Clerk. Cook asked for the Board’s consideration for all the repeat licenses to be done at the administrative level per State Statute and Town Ordinance. Cook stated that any new applications or events would still come before the Board for consideration and approval. The property would continue to be posted ten days prior to the approval of the license, giving the public time to bring any concerns to the staff, and if staff cannot resolve concerns, it would then come before the Board. Cook stated in the twenty plus years she has been doing special event liquor licenses, there has never been a public concern, and many communities follow this procedure. Trustee Sizemore inquired at what point the Board would be informed about the approved licenses. Cook replied that the staff would inform the Board once a month in staff updates. Hearing no further questions or concerns Mayor Day called for a motion to approve administrative review for recurring special event

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liquor licenses. Moved by Trustee Nielsen. Second by Trustee Sizemore. All ayes. Motion carried.

**Consideration of Sponsorship Request from RBC Historical Society.** Teresia Ruckman-Reed was present representing the RBC Historical Society. Ms. Ruckman-Reed stated that the Town of Meeker has donated five thousand dollars a year to the RBCHS since she has been a part of the organization. This year due to the increase in utility costs and wages RBCHS would like to request an additional one thousand dollars for a total of a six-thousand-dollar donation. The Museum is open seven days a week, except on Sundays in the Winter when staff is on call. Most of the staff are veterans, and the additional one-thousand-dollar request would help to raise their wages slightly above the current minimum wage. After further discussion Mayor Day called for a motion. Trustee Day moved to donate seven thousand dollars to RBC Historical Society to be taken out of Community Development. This motion was amended from seven-thousand-dollars to eight-thousand-dollars to be taken out of Community Development. Second by Trustee Sizemore. All ayes. Motion carried.

**Consideration of Temporary Construction Easement Agreement with Cemetery District and ERBM.**

Administrator Etheridge thanked Teresia Ruckman-Reed for her part as Cemetery Board President in the approval of the agreement. The Cemetery Board hosted the Town of Meeker and ERBM at their meeting in July. The three entities have reached an agreement including Mike Jones, Cemetery District facilities and grounds manager who will coordinate this project along with the contractor. Etheridge stated this project is currently waiting for each entity to approve and then it will move forward. Trustee Jehorek inquired about thirty minutes being enough time for construction ceasing before a ceremony and Trustee Lockwood suggested moving the thirty minutes up to one hour for construction ceasing. Lockwood also suggested a savings analysis for project. Mayor Day asked for further questions or concerns, and hearing none he called for a motion to approve Temporary Construction Easement Agreement with Cemetery District and ERBM, amending the thirty minutes for construction ceasing prior to a ceremony to one hour. Moved by Trustee Lockwood. Seconded by Trustee Jehorek. All ayes. Motion carried.

**Consideration of extraterritorial water agreement with Colby 2023, LLC.** Administrator Etheridge introduced Tyler Oliver attending by phone, property owner and representative for Colby 2023 LLC. Copeland Construction will be doing the construction, Colby 2023 LLC has applied for an extraterritorial water service and water tap purchase. The tap is located at 340 East Market Street on the north side of Highway 13. Colby 2023 LLC applied for a ¾ inch tap from the Town of Meeker for five-thousand-dollars which is the current out-of-town plant investment fee, Pat Jones, GC for Copeland Development has signed the agreement. Hearing no further discussion Mayor Day called for a motion to approve the Extraterritorial Water Agreement with Colby 2023 LLC. Moved by Trustee Day. Second by Trustee Nielsen. All ayes. Motion carried.

**Consideration of DOLA's Energy/Mineral Assistance Impact Fund grant application for the Garfield Street water line replacement project.** Administrator Etheridge stated this project was discussed at the Capital Planning Workshop; Chris Hale, the Town's engineer has been pulling together the completion of the Garfield Street water line replacement project. The first phase and most difficult part of the project has been completed going from School Street to Third Street across Sulphur Creek Ditch, this was funded by the American Rescue Plan Act funds that were received in 2021.

Project Description:

- Replacement of remaining 4,200 linear feet of 100-year-old, 4-or 6- inch, cast iron water line with new 8-inch ductile iron along Garfield Street between 3<sup>rd</sup> and 13<sup>th</sup> Streets.

Documentation:

- Received an EEC (Engineer's Estimation of Cost) from Chris Hale on July 15<sup>th</sup> and used this as a basis for funding request of \$1M which is the maximum amount for a Tier II grant application.

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- Approval from Dana Hlavac, DOLA Regional Manager on July 26<sup>th</sup> after a review of the application.
- Letters of support from both the Sanitation District and the School District.

**Financials:**

- Grant requires a 100% match, so the request for \$1M would be supported by remaining ARPA funding for \$95,162 and capital reserves of \$1,011,338 budgeted in 2025.

Etheridge stated if approved, funding awards would be made in November and \$1,011,338 would be put into the Capital budget to make the one-to-one match. With no further discussion Mayor Day called for a motion to approve the submission of the DOLA Energy/Mineral Assistance Impact Fund grant application for the Garfield Street water line replacement project. Moved by Trustee Lockwood. Second by Trustee Day. All ayes. Motion carried.

**MANAGERS REPORT**

- Administrator Etheridge stated that Melissa Fellows has been hired as the Town’s new Community Service Officer and she will begin work on Monday, August 19<sup>th</sup>.
- National Night Out was tonight at Town Park tonight and Etheridge thanked the Police Department for all their hard work and support as it was shaping up to be a great community event.
- Etheridge stated that there was a letter from a citizen mailed to Town Hall addressed to each elected official which was shared with the Board tonight.

**MAYORS REMARKS**

- Mayor Day stated that he met with Senator Bennet along with other special districts within Rio Blanco County and they are all working together to help with the housing needs in the community. Bennet asked how the federal government could help, it was suggested that personnel be available to help small communities write grants to eliminate the need for local capacity.
- Day also shared that he was present at the Public Utility Commission hearing last month and Tri State has made a deal with the City of Craig so that if Tri State decides to build it has to be in Moffat County.

**OTHER BOARD BUSINESS**

None.

**EXECUTIVE SESSION**

*Pursuant to C.R.S. 24-6-402(4)(b) Conference with attorney for the purpose of receiving legal advice on a specific legal issue.* Mayor Day moved to go into executive session for the reason cited above and called for a motion. Moved by Trustee Lockwood. Second by Trustee Sizemore. All ayes. Motion carried.

**ADJOURNMENT**

The Board exited Executive Session at 7:50 pm and Mayor Day immediately adjourned the meeting.

Attest:

/s/Lisa Pakuer, Admin Assistant

/s/Travis Day, Mayor