

Board Minutes – August 20, 2024

The Regular Meeting of the Meeker Town Board was held Tuesday, August 20, 2024, at Town Hall.

Members Present	Mayor Trustees	Day Browning Day Jehorek Lockwood Nielsen Sizemore
Town Staff Present	Administrator Town Clerk Attorney Comm. Dev./Planner Public Works Spt.	Etheridge Cook Massih (by phone) Thomson Willey

CALL TO ORDER

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

ROLL CALL

All Board members were present.

APPROVAL OF THE AGENDA

Mayor Day asked for changes to the agenda. Trustee Sizemore made a motion to approve the agenda as presented. Second by Trustee Nielsen. All ayes. Motion carried.

APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Day to approve the minutes of August 6, 2024, as submitted. Second by Trustee Jehorek. All ayes. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Browning to approve the disbursements dated August 20, 2024. Second by Trustee Nielsen. All ayes. Motion carried.

PUBLIC PARTICIPATION

None.

STAFF UPDATES

Public Works Supt. Willey reported during the month of July 34,651,000 gallons of water were pumped; some unused service lines were disconnected before they become a problem; new hire Cory Cox obtained his CDL permit and will hopefully be licensed before snow season. Willey said painting of the town shop has been completed, new awnings will be installed, and the contractor is currently preparing to seal the roof. Mayor Day asked about a warranty on the paint. Willey replied it is five years, he had called Sherwin Williams to get their recommendation on the contractor's materials and the process he was using, and it was what they recommended; the coating on the roof carries a ten-year warranty.

Administrator Etheridge stated Police Chief Thompson was attending the third and final session of the FBI LEEDA training and the new Community Service Officer, Melissa Fellows, began on Monday.

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Town Planner Thomson reported the Planning Dept. Updates as well as Building and Real Estate Updates for the second quarter were included in the Board packets. Thomson said she had attended a Housing Colorado event in July which gave an in-depth legislative update on housing across the State and discussion on Proposition 123. Thomson shared that the next Planning Commission meeting is scheduled for Monday the 26th. Trustee Sizemore, referring to the Planning Dept. Update, asked about the 6th St. STR application that has been ongoing since January. Thomson replied that she has reached out to the owners of the property both by phone and mail and has heard nothing back from them. Trustee Browning asked at what point is it discontinued, and Thomson replied at this point they will have to start over with the process.

Town Clerk Cook reported she had started working on the budget, also a Corp. Report of Changes for White River Convenience's Liquor License and the upcoming transfer for Watt's Ranch Market.

Attorney Massih said July court was very robust adding there will be no court again in August and she has been working on things as needed.

PUBLIC HEARING

Consideration of Watershed District Activity Permit. Mayor Day opened the public hearing at 7:09 p.m. Administrator Etheridge thanked the applicant, Bruce Clatterbaugh, RBC Building Official Matt Franks and Project Engineer Will Meyers for their presence.

Etheridge stated the Town's Source Water Protection Plan was created through a public process in 2008 with the assistance of the Colorado Rural Water Association. The Plan establishes a Watershed Protection District for our municipal water system and supply, and any activity within that District requires a permit, the procedures for which were adopted in 2015 by Town Ordinance. This Ordinance states in Section 4.a. that is it unlawful for any person to engage in any activity that may pose a potential or actual threat of damage or injury to the Town's waterworks and pollution to the Town's water supply as determined by a report from the Town's water quality expert or engineer, unless such person obtains a permit for such activity. In October of 2022, Mr. Clatterbaugh applied for an OWTS permit that was approved as a vault system only. This new application was submitted on July 29th for a septic system permit and reviewed by PW Superintendent Willey and Town Engineer, Chris Hale. The Board has Engineer Hale's comments on the application, all of which were received and addressed by the project engineer, Will Myers with Headwater Engineering. Mayor Day wanted to clarify, the first application was not turned down for a leach field, it was approved for a vault system only. Trustee Nielsen commented that when the vault system was approved, there was an alarm, and an overflow system required and asked if they had been installed. Mr. Clatterbaugh replied they had been.

Administrator Etheridge addressed Chris Hale's comment regarding whether there was "any chance during high spring runoff that the water table from the White River increased the height of the groundwater table? The fear would be that if they pump the septic tank during a period of high ground water (especially with a light tank like plastic or fiberglass) that the tank could float off the ground. If there is no concern with buoyancy, then an explanation of why it is not a concern would be acceptable."

Matt Franks replied, very seldom do we have a buoyancy issue and after talking to Supt. Willey in the spring after the ditch runs there is some sumping in that area and that if we stay with the poly tank typically what we have done in the past is to use other anchoring options. Will Myers, project engineer stated that typically in areas where we have encountered ground water we contact the tank manufacturer to see what they recommend, in this case we didn't encounter any water where we are putting the drain field and the tank is elevated probably two to three feet above that so there is not really any potential to encounter ground water until at least six feet from the level surface where we want to put the drain field; Myers stated he will monitor upon installation and follow the manufacturers recommendations.

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Mr. Clatterbaugh said they have had the current tank for two years and there has been no indication of buoyancy even through irrigation season. Franks said the Board has the authority to put that stipulation on the permit. There was more discussion regarding the drainage ditch with Myers recommending extending the pipe out further to create the required twenty-five feet separation. Franks also commented that in the original Source Water Protection Plan it states the County Building Dept. will periodically inspect the septic system and we would like to have that removed from the plan as the only inspection the County will perform is when the ditch is open, nothing after it has been closed.

Hearing no further comments, Mayor Day closed the public hearing at 7:25 p.m. and called for a motion to approve the Watershed District Activity Permit for Bruce Clatterbaugh at 6398 CR 4, Meeker, Colo. following the recommendations of the Town’s Engineer, Chris Hale. Moved by Trustee Nielsen. Second by Trustee Jehorek. All ayes via roll call vote. Motion carried.

Consideration of Ordinance #06-2024 amending the 2024 Town of Meeker Budget for Supplemental Appropriations. Mayor Day opened the public hearing at 7:26 p.m. Clerk Cook stated that amending the budget is required when a municipality receives revenue that was unanticipated at the time the budget was adopted; to receive and spend the revenue, supplemental appropriations must be approved by ordinance. The supplemental budget must be filed with the State and will take effect thirty days after its publication. Trustee Browning asked if staff anticipated the housing study carrying over to next year. Planner Thomson replied no, as it is very near completion.

Hearing no further discussion Mayor Day closed the public hearing at 7:32 p.m. and called for a motion to adopt Ordinance 06-2024 amending the 2024 Budget for the Town of Meeker and approving supplemental appropriations. Moved by Trustee Jehorek. Second by Trustee Sizemore. All ayes via roll call vote. Motion carried.

NEW BUSINESS

Consideration of Sponsorship request from Meeker Skijor. Administrator Etheridge thanked Trudy Burri for being present representing Skijor. Etheridge said the donation/sponsorship application is included in the packet, the request is for \$5,000 which is the same amount the Board has approved the past few years. Also included is what is available for the remainder of this year in the Board’s Discretionary, Marketing/Economic Development and Community Improvement line items. Ms. Burri said Skijor is again asking for \$5,000 and help from the Public Works Dept. with hauling snow to the fairgrounds for the track. The event dates will be January 4th and 5th, and this will be our 5th year, adding it is the only winter event for the Town.

Hearing no further discussion Mayor Day called for a motion. Trustee Lockwood made a motion to donate \$7,000 to the Meeker Skijor. Second by Trustee Sizemore. All ayes. Motion carried.

OLD BUSINESS

Discussion regarding Meeker Housing Partnership. Comm. Development/Planner Thomson addressed the Board regarding continuation of the housing action plan presented during the workshop at the last meeting. Thomson said the Board needs to discuss next steps and presented information she had pulled from our NW Colo. Development Council for reference stating the public/private partnerships seem more relevant to the Town and presented examples of how other communities are organized. Mayor Day suggested getting together with other entities and moving forward as a group. Thomson suggested inviting PMC and the School District, Trustee Lockwood suggested the Forest Service and BLM, it was also discussed to invite the utility companies. Mayor Day said initially he would like to keep it with just the governmental entities, if it gets too large, we will not get anything accomplished. Thomson felt that it was a great start with those organizations and next asked about the focus area, if there was any desire to look at

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economic development or if it should be kept to only housing to begin with. The Board concurred that housing should come first while keeping economic development in mind. Mayor Day said it may be economically beneficial to sell the current land owned by the town and school district to a private entity. Thomson replied we will have those conversations as we move forward, first we will develop a mission statement and from there seat a strategic board. Thomson said she would like to set up a workshop style meeting with these entities and go from there.

MANAGER’S REPORT

Administrator Etheridge informed the Board that this Saturday is the Mountain Valley Bank Summer Festival and MAMBA will be hosting a Fun Ride Poker Run using the China Wall trails through Ute Park.

The Town received a letter from Meeker Classic expressing their gratitude and they shared four passes to their event if anyone would like one. On Tuesday, Sept. 3rd the State Office of Economic Development and International Trade (OEDIT) will be on a tour of NW Colorado and stopping in Meeker to see projects funded by OEDIT through OJT. The bus will meet at PMC at noon and then head to Circle Park for a brief tour before traveling on to Rangely. There will also be an economic development workshop that morning at 9:00 a.m. upstairs with Kim Woolworth, Executive Director of ED Council of Colorado. Etheridge invited the Board to attend.

Etheridge said the elected officials networking dinner will be held on Sept. 10th at the Meeker Café, Mayor Day requested ideas from the Board of what they would like to discuss in addition to combining the building depts. of the Town and County.

MAYOR’S REMARKS

None.

OTHER BOARD BUSINESS

Trustee Jehorek said she noticed in the CML newsletter that the EPA is seeking nominations to the Farm, Ranch and Rural Communities Federal Advisory Committee and said she would like to apply for appointment. The Board concurred.

Mayor Day said currently there are positions open on the White River, Green, Yampa Basin Roundtable; they are a good group of people and if anyone is interested in serving, the Board would support your application. Trustee Lockwood stated he would be interested in serving.

Mayor Day asked when we would get the plans from GEI for Circle Park. Administrator Etheridge replied that Jake Haskins (X Field Services) is currently working with Tom Smrdel (GEI Project Manager) and Michael Scurlock (GEI Engineer) on design and materials availability/sourcing. GEI plans to have 60% redesign in the next few weeks to support the floodplain permit necessary for final construction plan sets with finals (stamped construction designs, plan sets, specs) submitted by October. Haskins has confirmed that mid-October is still the goal for construction to start.

Administrator Etheridge said because the proposed estimated cost came in right at budget, which was \$1.5M without any landscaping, to stay within that budget the landscaping will be simplified with less decorative planting and aggregate versus concrete for completing the walking path and river access. Priority is placed first on bank stabilization, then on mobility, access, and irrigation, with a modified lighting plan that will maintain pricing.

Board discussion ensued regarding replacing the concrete with aggregate and what is required to comply with ADA access. Trustee Day suggested narrowing the scope at the 10th Street access and use those savings for the ADA ramp. Administrator Etheridge replied the whole point of the project is access at multiple points and will require completion of the 3rd and 10th Street improvements. Trustee Sizemore asked if we

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could step back from the landscaping and use those funds toward the ramp. Trustee Nielsen suggested using an aluminum ramp over the aggregate. Trustee Lockwood stated he wants to see the tree at the end of 3rd street listed as protected, since it is important to any comfort in that area.

Trustee Nielsen asked about the status of the disc golf course at Ute Park the Board had been approached about a year ago. Etheridge replied she has heard nothing more about it. Trustee Sizemore asked for status on the skating rink. Planner Thomson said she has left it with the County, as it will be on their property, to see what they will require. Trustee Browning asked if we have heard any more regarding the banner poles. Planner Thomson said they are waiting on the engineer, SGM, to determine if setting them in concrete would be better since there is a feeling the soils may not be good there.

ADJOURNMENT

Mayor Day adjourned the meeting at 8:05 p.m.

/s/Travis Day, Mayor

Attest:

/s/Lisa Cook, Town Clerk