

## **TOWN OF MEEKER MEETING MINUTES – NOVEMBER 19, 2024**

The Regular Meeting of the Meeker Town Board was held Tuesday, November 19, 2024, at Town Hall.

Members Present	Mayor	Day
	Trustees	Browning
		Day
		Jehorek
		Lockwood
		Nielsen
Sizemore		
Town Staff Present	Administrator	Etheridge
	Attorney	Massih
	Police Chief	Thompson
	Comm. Dev./Planner	Thomson
	Public Works Supt.	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 Jehorek to approve the minutes of November 5, 2024, as submitted. Second by Trustee Nielsen. Ayes: Browning, Day, Lockwood, Nielsen and Jehorek. Trustee Sizemore abstained due to her absence. Motion carried.

### **APPROVAL OF MONTHLY DISBURSEMENTS**

A motion was made by Trustee Browning to approve the disbursements dated November 19, 2024. Second by Trustee Sizemore. All ayes. Motion carried.

### **PUBLIC PARTICIPATION**

Mayor Day introduced Mr. Bob Amick. Amick stated he has been in contact with Dark Sky Colorado (DSC) and the Town of Meeker has been accepted into the mentorship program; he will be on a conference call with DSC tomorrow and will report back to the Board as things progress. Mayor Day thanked Amick for all of his work and said the Board will look forward to his report back.

### **STAFF UPDATES**

Chief Thompson reported 266 calls for service during the month of October resulting in eight citations, one warning and one arrest. The Elk Bugling contest was well attended with 34 students; staff and K-9 Unit DAK attended Eats N Treats; work on the evidence room has been ongoing with 335 closed cases containing over 950 destroyed; Community Service Officer Fellows hosted the 1<sup>st</sup> Howl-O-Ween pet costume contest at the Shelter and many donations were received; four dogs were picked up and returned to their owners, three dogs were relinquished, two adopted and one euthanized; notices for junk/trash were issued as well as barking dogs at one address. Thompson stated all six of the Police Officers have

**Regular Meeting of the Town of Meeker – November 19, 2024**

been certified with Crisis Intervention Training (CIT), this is a weeklong training that is difficult to get into and Thompson is very proud of this accomplishment.

Superintendent Willey reported during the month of October 17,577,880 gallons of water was pumped; the crew has been working on getting the snowplows ready for winter; they have been providing oversight for the Dollar General water tap hookup.

Community Development/Planner Thomson reported that her staff report was included in the packet and staff has been wrapping a few projects for the year.

Attorney Massih stated there will be Municipal Court this week and she has been working with staff bringing ordinances up to date.

**PUBLIC HEARING**

**Consideration of Town of Meeker 2025 Budget.** Mayor Day opened the public hearing at 7:07 pm. Administrator Etheridge stated she will read the budget memo for Town Clerk Cook who wasn't able to attend. This is much the same as the October presentation except for the changes listed below:

**General Fund:**

Line item #5076 - PD grant expense of \$60,000 was added to offset revenue line item #3628 PD grant revenue.

Line item #6028.2 – Systems Development OJT Circle Park Grant decreased by \$46,807 due to a payment to GEI Consultants for design and engineering.

**Water Fund:**

Revenue line item #3630 - \$1,000,000 was added in revenue for the DOLA Water Line Grant. Etheridge shared that notification was received for an award of full funding.

Line item #5193 – USGS testing increased by \$1,107 per year and line item #6003 for tank diving was increased by \$5,000.

Total budget for the GF is \$6,864,188 with \$4,465,370 budgeted for systems development, with larger projects being \$1,552,445 for Circle Park Riverfront project; \$1,000,000 transfer to the WF for the Garfield Street Waterline; \$ 310,625 to repair sections of Main and Cleveland Streets; \$284,400 to purchase a new road grader for Public Works Dept.; \$300,000 to develop a mobility plan that includes School Street and Market Street sidewalks; \$150,000 for Town Hall HVAC upgrade with potential grant funding; \$100,000 for security cameras at Town Hall; \$90,000 for IT; and \$80,000 for ongoing support for the Chamber Director including benefits. \$2,928,395 of reserves will be required to balance the General Fund.

The budget for the WF is \$3,028,928 with \$2,361,500 budgeted for capital improvements that in addition to capital maintenance include \$2,106,500 for the Garfield Street water line replacement project; \$150,000 for fluoride system equipment; and \$30,000 for tank diving and leak detection. The Garfield Street water line project will utilize the remaining ARP grant funds and the recently awarded \$1,000,000 DOLA Energy Impact grant. \$237,928 will be required to balance the Water Fund.

The mill levy has been set at the full mills of 9.781 based on \$25,108,670 gross assessed valuation generating \$245,588 in property tax. The mill levy must be certified to the County and the budget adopted by the Board prior to Dec. 15<sup>th</sup>.

**Regular Meeting of the Town of Meeker – November 19, 2024**

2025 beginning fund balance in the GF is estimated to be \$8,531,414 with the ending balance for that year estimated at \$5,603,039. 2025 beginning fund balance in the WF is estimated at \$1,269,315 with the ending balance for that year estimated at \$1,031,387.

Hearing no further questions or concerns, Mayor Day closed the public hearing at 7:13 pm and called for a motion to accept the Consideration of the draft Town of Meeker 2025 Budget. Moved by Trustee Nielsen. Second by Trustee Jehorek. All ayes. Motion carried.

**Consideration of Ordinance #07-2024 adopting the updated Model Traffic Code.** Mayor Day opened the public hearing at 7:14 pm. Administrator Etheridge stated that this is an update to our Municipal Code Chapter 10 which officially adopts the State Department of Transportation Model Traffic Code. It appears the Town is currently working under the 1995 version with some sectional upgrades from 2012. Chief Thompson has been working to upgrade to the most recent Code, including updating our surcharges as stated in Section 10.04.040 - Penalties. The adoption of the MTC is very straightforward as the process is laid out by the State, and Section 10.04.030 allows for municipalities to modify the Code for certain circumstances which we have done to eliminate the right of a jury trial for noncriminal infractions and to lower the speed limit in residential areas to 25. This Ordinance does not repeal Chapters 10.5 – Off-Highway Vehicle Code or Chapter 10.08 – Streets and Handling of Snow; these codes will remain in effect. Hearing no further questions or concerns, Mayor Day closed the public hearing at 7:17 pm and called for a motion to approve Consideration of Ordinance #07-2024 adopting the updated Model Traffic Code. Moved by Trustee Lockwood. Second by Trustee Day. All ayes. Motion carried.

**Consideration of Ordinance #08-2024 updating the Meeker Municipal Code.** Mayor Day opened the public hearing at 7:18 pm. Administrator Etheridge stated that per the Board’s discussion at the last meeting about several updates necessary to the Municipal Code, this Ordinance outlines those changes specifically and would put them in effect, if passed in 30 days. In order, these changes are:

Section 9.11.104 – Public Parks and Recreation Areas – Occupancy of recreation areas (8) would align the camping timeframe with other areas in the code to 14 days within a 30 days period.

Section 12.4.046 – Removal of Obstructions would be an addition to our code that allows for tree trimming and clearance for snowplowing and grading equipment on streets and alleys.

Section 12.12.040 – Street Master Plan – Arterial Streets will update our list of arterial streets to include those added since the 70’s when this list was first established.

Section 18.1.2 – Zoning Regulation – Definition would add a definition of a fence; and

Section 18.1.16 – Zoning Regulation – Supplemental regulation would then add the regulation of fences, including encroachment permit requirements in the right-of-way, height requirements, allowing for a 6’ front yard height in the Industrial and Highway Corridor Zones, and clarifying height requirements on corner lots.

Section 18.2.4 – Subdivision Regulation – Definitions would add a definition for a right-of-way vacation

Section 18.2.6(2)a. – Subdivision Regulations – Subdivisions – Administrative Subdivision would amend the code to clarify the difference between editing a recorded plat for non-substantial errors and amending a recorded plat to correct substantial errors.

Section 18.2.12 – Subdivision regulations – Right-of-way vacation would amend the code to add that easements or other arrangements must be made if any public improvements are constructed in a right-of-way to be vacated and reference the State Revised Statute regarding Conditions for Approval.

Section 19.1.103 – General Provisions – Applicability (b) would also align RV occupancy timeframes with

**Regular Meeting of the Town of Meeker – November 19, 2024**

other areas in the code to 14 days within a 30-day period.

The Board asked for clarification on Section 18.1.16 regarding the height regulation for a fence on a corner or double frontage lot and it was determined that language should be added to sub-section e) that specifies “front yard setback”

Hearing no further questions or concerns Mayor Day closed the public hearing at 7:25 pm and called for a motion to approve Ordinance #08-2024 updating the Meeker Municipal Code with the changes made to Section 18.1.16 e) as discussed. Moved by Trustee Sizemore. Second by Trustee Jehorek. All ayes. Motion carried.

**NEW BUSINESS**

**Consideration of Resolution #07-2024 to establish Emergency Reserve for Fiscal Year 2025 General Fund.** Administrator Etheridge stated the resolution establishes an emergency reserve required by State Statute of not less than three percent of prior fiscal year spending in the amount of \$110,650. Mayor Day asked for comments, hearing none called for a motion to approve Resolution No. 7, 2024. Moved by Trustee Nielsen. Seconded by Trustee Lockwood. All Ayes. Motion carried.

**Consideration of Permit Application for Modification of Premises for Chippers Downtown.** Administrator Etheridge explained the modification was to remove Buffalo Hall from the licensed premises of the Tavern license as the hall has been sold individually and no longer will be a part of the establishment, a motion will be needed from the Board to accept the modification. Mayor Day called for a motion to approve Consideration of Permit Application for Modification of Premises for Chippers Downtown. Moved by Trustee Sizemore. Second by Trustee Lockwood. All ayes. Motion carried.

**Consideration of Special Event Permit for Pioneers Healthcare Foundation “Festival of Lights” on December 7, 2024 at 555 Main St.** Administrator Etheridge thanked Cindy Rholl for being present representing Pioneers Healthcare Foundation. Etheridge said a license has been requested by Pioneers Healthcare Foundation to serve alcoholic beverages during this event; the licensed premises will be the Courthouse lawn from the pavilion west to the sidewalk on 6<sup>th</sup> Street; the premises will be marked with signage every twenty feet; light snacks and non-alcohol beverages will be available; IDs will be checked; the County Commissioners have given their permission for use of the property and Chief Thompson has no objection to the event providing all perimeters are clearly marked. Etheridge also stated that because this is a new event, it comes to the Board for approval and should the Foundation repeat this event next year it would be an administrative approval. Hearing no further questions or concerns Mayor Day called for a motion to approve the Special Event Permit for Pioneers Healthcare Foundation “Light the Lights” on December 7, 2024 at 555 Main Street. Moved by Trustee Sizemore. Second by Trustee Browning. All ayes. Motion carried.

**Consideration of Settlement Agreement with SWCA.** Attorney Massish stated that this brings the agreement to completion, the payment will be sent, and Attorney Massih informed the Board there were no changes from the last conversation. Hearing no further questions or concerns Mayor Day called for a motion to approve the Settlement Agreement with SWCA. Moved by Trustee Nielsen. Second by Trustee Jehorek. All ayes. Motion carried.

**Consideration of Circle Park Riverfront Project Construction Agreement.** Administrator Etheridge stated that the version of the Construction Agreement the Board received in Friday’s packet for review now has some edits from ERBM’s attorney which were received yesterday morning. These edits have been reviewed by Attorney Massih and Administrator Etheridge and forwarded to X Field and their attorney. These edits have been highlighted in the Board’s packet and Attorney Massih confirmed she is fine with the changes. Per the recommendation at the joint Town/ERBM workshop last night with the project engineer, this Agreement would accept the current plans to allow X Field to begin purchasing and mobilization and then the anticipated changes within the next thirty days will be handled through a change order. Etheridge

**Regular Meeting of the Town of Meeker – November 19, 2024**

informed the Board that at the time of this meeting X Field was still verifying information between the design set and final needs before they submit their final Contract Price amount. Etheridge stated the total amount budgeted is 2.1 million dollars. After some discussion Mayor Day called for a motion for the approval of the Circle Park Meeker Riverfront Project Construction Agreement with a not to exceed amount of \$1.7 million dollars. Moved by Trustee Jehorek. Seconded by Trustee Nielsen. All ayes. Motion carried.

**MANAGER’S REPORT**

Nothing to report.

**MAYOR’S REMARKS**

Mayor Day commented that it is a huge accomplishment that we received the DOLA grant for \$1 million dollars. Trustee Sizemore commended the staff for their hard work in making this a success.

**OTHER BOARD BUSINESS**

Nothing to report.

**EXECUTIVE SESSION**

*Pursuant to C.R.S. 24-6-402(4)(f)(I) for discussion of personnel matters involving the evaluation of the Town Administrator.* Trustee Lockwood made a motion to move into executive session pursuant to the Colorado Revised Statute cited above. Second by Trustee Sizemore. All ayes Motion carried

**ADJOURNMENT**

Mayor Day reconvened to the regular session and stated that no other business was discussed other than stated above and no decisions were made, and the regular meeting was adjourned at 8:52 pm.

\_\_\_\_\_  
Travis Day, Mayor

Attest:

\_\_\_\_\_  
Lisa Pakuer, Admin Asst.