

BOARD MINUTES – DECEMBER 12, 2024

The Regular Meeting of the Meeker Town Board was held Thursday, December 12, 2024, at Town Hall.

Members Present	Mayor Trustee	Day Browning Day Lockwood Nielsen Sizemore
Town Staff Present	Administrator Town Clerk Admin Asst Attorney Comm. Dev./Planner Police Chief Public Works	Etheridge Cook Pakuer Massih (via phone) Thomson Thompson 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 except for Trustee Jehorek.

APPROVAL OF THE AGENDA

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

APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Sizemore to approve the minutes of November 19, 2024, as submitted. Second by Trustee Nielsen. All ayes. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Browning to approve the disbursements dated November 30, 2024. Second by Trustee Sizemore. All ayes. Motion carried.

PUBLIC PARTICIPATION

None.

STAFF UPDATES

- Public Works Superintendent Willey reported 13,202,016 gallons were pumped for the month of November; the projects are being wrapped up on the Third St facilities including the purchase of a new tire machine to mount and balance tires, new garage doors on the old recycle building to be replaced before Christmas, the new training room which is complete, and Ducey Electric tied up some electrical loose ends; the airport 12" suppression line passed inspection.
- Chief Thompson reported there were 202 calls for service during the month of November resulting in fifteen citations issued, one summons was written for junk at a residence and there was one trip to Craig with a defendant. There were eight applications for Shop with a Cop, which was a successful event and the Sheriff's Office participated this year as well.

Regular Meeting of the Town of Meeker – December 12, 2024

- Community Developer/Planner Thomson stated on the Planning side of things she has been cleaning up end of year projects. On the Community Development side, the ice rink is installed and up and running; the town was a part of the Downtown tree lighting; Public Works employees Willey, Dinwiddie and Officer Amick helped with the elementary school bringing awareness to the safety of snow plowing and students were able to cast their votes for their favorite name for six pieces of snow clearing equipment.
- Town Clerk Cook reported the Town processed a license renewal for Black Sulphur Tavern, MaFamiglia's and Mexican House; met with the soon to be new owners of Chippers to go over the transfer process of the liquor license; and finalized the budget and began preparing for the new year.
- Attorney Massih reported it has been quiet, there is no court in December.

PUBLIC HEARING

Consideration of Ordinance #09-2024 adopting the Town of Meeker 2024 Budget and Highway Users Tax Budget Town of Meeker 2025 Budget. Mayor Day opened the public hearing at 7:12 pm. Town Clerk Cook stated the only change in the budget since the public hearing on November 19th is the increased amount of \$494 for property tax and the inclusion of the SWCA settlement amount to the Circle Park budget line items. Hearing no further questions or concerns Mayor Day closed the public hearing at 7:13 pm and called for a motion to accept Ordinance #09-2024 adopting the Town of Meeker 2024 Budget and Highway Users Tax Budget Town of Meeker 2025 Budget. Moved by Trustee Browning. Second by Trustee Day. All ayes. Motion carried.

Consideration of Ordinance #10-2024 Certifying a Mill Levy for the Fiscal Year 2025. Mayor Day opened the public hearing at 7:13 pm. Town Clerk Cook stated that the assessed value for 2024 is \$25,159,150 for a total of \$246,082 to be collected in property taxes at 9.781 mills, making 2024 assessed value slightly higher than 2023. Hearing no further questions or concerns, Mayor Day closed the public hearing at 7:14 pm and called for a motion to accept Ordinance #10-2024 Certifying a Mill Levy for the Fiscal Year 2025. Moved by Trustee Nielsen. Second by Trustee Browning. All ayes. Motion carried.

NEW BUSINESS

Consideration of appointment to Yampa-White-Green Basin Roundtable. Administrator Etheridge stated Dr. Mario Sullivan was present by phone. Dr. Sullivan has expressed interest in seeking to be the Rio Blanco County Municipal Representative on the Yampa-White-Green Basin Roundtable (BRT). Mayor Day expressed appreciation of Sullivan applying. Hearing no further questions or concerns Mayor Day called for a motion to recommend Dr. Sullivan appointment to the BRT. Moved by Trustee Day. Second by Trustee Nielsen. All ayes. Motion carried.

Consideration of 2025 Town of Meeker Holiday Calendar. Administrator Etheridge stated according to section IX A of the Town of Meeker Personnel Policy, the 2025 Holiday Schedule is hereby presented to the BOT for approval. Etheridge pointed out the floating holiday for 2025 will be used on Friday December 26th. Hearing no further questions or concerns Mayor Day called for a motion to approve Consideration of the 2025 Town of Meeker Holiday Calendar. Moved by Trustee Sizemore. Second by Trustee Day. All ayes. Motion carried.

OLD BUSINESS

Consideration of Circle Park Riverfront contract agreement. Administrator Etheridge stated the contract with X Field Services for the Circle Park project is included in their packet, it was received this afternoon. The contract price came in at \$1,609,267.81, this does include the disclaimer on his Scope of Values that states: *this is not an all-inclusive number as the current plan set is in revision and a pending change order to acknowledge the increase in quantities will be needed to complete this project.* The first set of revisions would increase the contract price by almost \$30K and includes changing out the wood for flagstone at 10th

Regular Meeting of the Town of Meeker – December 12, 2024

street, adding flagstone to Circle Park, and widening the access at 3rd street; this revised Scope of Values had been previously discussed so it is included in the packet. Also included is the scope of work from GEI to redesign the plans to accommodate the shift of the ADA ramp and additional construction oversight time. Etheridge stated she got an email from Michael Scurlock this morning about the status of redesign along with some preliminary plans that he shared which are also included in packet, followed by the latest invoice from GEI for \$4,932.24 which was received Tuesday reflecting work completed in November. Finally, included is a revised budget sheet that includes the latest GEI invoice as well as the contract price which leaves the project with a 23% contingency.

Etheridge informed the Board that ERBM had their board meeting today and had the following issues with the contract agreement:

- The date is incorrect, it states 19th day of November 2024. It should be 12th of December 2024.
- Part 3, Section A: The latter part of this paragraph was added without legal counsels’ review and approval stating: *The parties further understand and agree that should there be any changes to the Contract Plan Set, Contractor shall review and establish a new Contract Price based on those revisions to the Contract Plan Set (the ‘Revised plan Set Price’). This Revised Plan Set shall replace the Contract Price set forth above and shall thereafter be deemed to be the Guaranteed Maximum Price. All costs and expenses contemplated, authorized, or permitted under this Agreement or the other Contract Documents shall be invoiced to the Owners.*

ERBM would like to see these two changes corrected in the contract before they will give final approval. Attorney Massih stated it would be fine to approve the contract agreement with removal of additional language. After some discussion Trustee Sizemore pointed out that at the last Board meeting it was decided to approve this contract, it was also agreed to approve the contract knowing there was going to be change orders. Trustee Sizemore felt that the Board needs to approve this contract excluding the new language and correcting the date. Hearing no further questions or concerns Mayor Day called for a motion to approve the Circle Park Riverfront contract agreement, conditional on eliminating the extra language and changing the date. Moved by Trustee Nielsen. Second by Trustee Sizemore. All ayes via roll call vote.

The Board gave Administrator Etheridge a directive to get more clarification on the GEI Change Order Request-Final Design Modifications and Continued Construction Services, specifically Table 1: Cost Proposal for Task 3 and Task 4, including clarification on what the extra expenses include. Motion made by Trustee Lockwood. Second by Trustee Day. All ayes. Motion carried.

MANAGERS REPORT

Administrator Etheridge updated the Board of Trustees on the following:

- Comm. Dev/Planner Thomson received an invitation to participate in a free Flood History signage program with the USACOE and the Colorado Silver Jackets, the invitation and application was included in the Board packet and Etheridge suggested taking advantage of this opportunity to add history and educational aspects to Circle Park. This is a statewide project and of no cost to the Town.
- There have been some questions about the Library Board vacancy. One Town appointed seat will be vacant next month, which is currently being held by the Board President Meredith Deming. The County has added this vacancy to their list of Board vacancies but are aware that applications must go through the Town. Applications are advertised in the Herald Times for the next three weeks and online with a January 15, 2025, deadline for appointment at the Board’s January 21st meeting.
- Also being advertised is the bid invitation for the Motor Grader for Public Works. The bid is published with a January 2, 2025 deadline and bid award will be at the Board’s January 7th meeting.
- There is a cricket meeting on Monday December 16th upstairs at Town Hall at 10:00 am.
- There will not be a weekly update tomorrow, due to having a Board meeting later in this week.
- The Christmas party is tomorrow. It will be a joint gathering with the Sanitation District to be held at White River Brewery at 5:00 pm.

Regular Meeting of the Town of Meeker – December 12, 2024

MAYORS REMARKS

Mayor Day inquired of Comm. Dev./Planner Thomson if she has any progress regarding the LUR Solar information. Thomson stated she has been in contact with Leif Joy at Rio Blanco County GIS/Survey department and in the process of getting information to report back to the Board.

OTHER BOARD BUSINESS

None.

ADJOURNMENT

Mayor Day adjourned the meeting at 8:09 pm.

Attest:

Lisa Pakuer, Admin. Asst.

Travis Day, Mayor