

## **Board Minutes – June 3, 2025**

The Regular Meeting of the Meeker Town Board was held Tuesday, June 3, 2025, at Town Hall.

Members Present	Mayor Trustees	Day Browning Day Lockwood Nielsen Sizemore
Town Staff Present	Administrator Town Clerk Admin Asst Water Operator	Etheridge Cook Pakuer Kilduff

### **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. Administrator Etheridge stated there are two changes to the agenda:

- The removal of item b. under New Business. Jim Joy was no longer available tonight and would like to be on the next meeting agenda.
- Move the Approval of Disbursements (item IV) to after New Business because one of the payments is for the Garfield Street Water Line project for the month of May and will be contingent upon the approval of the change order listed as New Business item c.

A motion was made by Trustee Sizemore to accept the agenda with changes. Second by Trustee Nielsen. All ayes. Motion carried.

### **APPROVAL OF THE PREVIOUS MINUTES**

A motion was made by Trustee Nielsen to approve the minutes of May 20, 2025, to include the correction in grammar located under Consideration of request for access through Ute Park (Aaron Weston). Second by Trustee Sizemore. All ayes. Motion carried.

### **PUBLIC PARTICIPATION**

- Jared Henderson was present, he is a freelance writer for the Herald Times. Henderson introduced the Herald Times new employee Josie Tuthill. Tuthill will also be a freelance writer.
- Mr. Bob Amick was present with an update on the Dark Skies project. Activities have been suspended because students of the High School Astrology Club got busy with end of school year activities; tentative plans are to start up again in the fall. One of the summer projects is going to be the Model Lighting Ordinance which Amick will present to Board. WREA has improved the lighting in Sanderson Hills and Sage Hills, which is the same type of Luminaire as what was used downtown. Amick is working with Aaron Watson who is the Dark Sky

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coordinator; Amick has plans to apply for the grant next fall and it normally takes a community two years to become Dark Sky Compliant. Amick stated they are currently working with Paonia as a model. Some communities are asking local utilities to put out educational and informational fliers on Dark Sky.

**NEW BUSINESS**

***Consideration of Resolution No. 05-2025 for appointment to fill the vacancy on the Board of Trustees.*** Administrator Etheridge stated only one application was submitted in time to fill the current vacancy. This application was received from Amanda Smith who is attending via phone. For the last two years Amanda has served on the Planning Commission Board. Staff recommends appointing Amanda. Mayor Day asked Smith if she had anything to add, Smith replied she is excited to have the opportunity to be a part of the Board. Hearing no further discussion Mayor Day called for a motion; Trustee Lockwood moved to approve Resolution No. 05-2025 to Appoint Amanda Smith to the vacancy on the Board of Trustees. Second by Trustee Sizemore. All ayes. Motion carried.

***Consideration of Change Order #1 for the Garfield Street Water Line project.*** Administrator Etheridge stated this change order was not unexpected. Once the water line project was started on the section between third and sixth streets and the crew started getting into the road base and putting in the water line they found quite a bit of unsuitable fill. Etheridge pointed out that the bid schedule reflects the estimated quantity for the project on line item 4 as one thousand tons, unfortunately this was used up just in the month of April. In late April staff went back to Mountain Cross Engineering and requested a calculation for a worst-case scenario assuming that none of the fill was suitable from third street to thirteenth street. That worst-case scenario calculation is reflected in Change Order #1 showing a \$98,209.00 increase.

Administrator Etheridge requested approval for Change Order #1 showing the worst-case scenario amount of \$98,209.00, considering this figure is worst-case there is the possibility it will not be that total amount. Mayor Day asked why the bid schedule shows a unit price of \$20.00/ton but on the change order calculations they are charging \$27.00/ton. Administrator Etheridge explained that was the price given by CRC, Inc., the contractor for the extra tonnage. Mayor Day asked if Meeker Sand and Gravel (MSG) is charging from the actual weight tickets. Administrator Etheridge confirmed MSG is billing off actual weight tickets and presented a substantial pile of said weight tickets. After some lengthy discussion the Board asked Etheridge to contact CRC Inc and inquire why there is a discrepancy in the price per ton. Mayor Day called for a motion for Consideration of Change Order #1 for the Garfield Street Water Line project. Trustee Nielsen moved to approve. Second by Trustee Browning. All ayes. Motion passed.

**APPROVAL OF MONTHLY DISBURSEMENTS**

A motion was made by Trustee Browning to approve the disbursements dated May 31, 2025 to include; X Fields Services in the amount of \$509,308.75 and CRC Inc in the amount of \$243,990.50. Second by Trustee Sizemore. All ayes. Motion carried.

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**MANAGER’S REPORT**

- The Circle Park project is almost wrapped up with the construction, will be working with ERBM to schedule a grand reopening sometime before the 4<sup>th</sup> of July. In Phase III news, Josh is working to get a CDPHE permit and engineer’s high-water mark certification for the vault privy so that we can get a separate floodplain permit to get it installed while X Field is available; specs and any permit update will be in Friday’s weekly communication.
- The main line of the Garfield Street Water Line (GSWL) is completely installed and finished with a hydrant at the end of 13<sup>th</sup> Street at the border of Ute Park. Service line installation should begin later this week as over half the line is now tested and ready to go live.
- Staff have begun advertising for the Public Works Superintendent position with an ad scheduled to run in the Herlad Times, all Post Independent media which reaches from Steamboat to Aspen, CRWA, APWA and CML. The deadline for application is June 30<sup>th</sup> with hopes of having someone on board by mid to late July. In the meantime, Jak has stepped up to manage the four other PW employees. Etheridge said she would like to publicly thank Jak for his dedication and willingness to step into this role.
- Rio Blanco County (RBC) facilities tour is on Saturday, June 21<sup>st</sup> . This will be a full-day event for local leadership to tour key county assets and projects in both Meeker and Rangely. Transportation, lunch, and refreshments will be provided, and an RSVP is requested by June 13<sup>th</sup> and Mayor Day, Trustee Day, Trustee Sizemore all stated they would like to attend.
- The second of three Groundwater Under the Direct Influence of Surface Water (GWUDI) sample water testing sets were started yesterday, it has a 24 hour testing period which ended this afternoon and Jak got those shipped out.
- Community Service Animal Control Officer Fellows passed the NACA Animal Control Officer One exam today on her first try.

**MAYORS REMARKS**

Mayor Day expressed thanks on behalf of the Board to Water Operator Kilduff for his willingness to step up and help until a new PW Superintendent is hired.

**OTHER BOARD BUSINESS**

- Trustee Day attended the AGNC Board meeting and reported that DOLA is looking into doing a regional training on running meetings following Robert’s Rules of Order. Also, residents around the 10<sup>th</sup> street bridge have complained about people trespassing.
- Trustee Lockwood inquired about Phase III of the Circle Park project. Administrator Etheridge will reach out to Josh at ERBM and report back to the Board.

**ADJOURNMENT**

Mayor Day adjourned the meeting at 7:31 p.m.

/s/Travis Day, Mayor

Attest:

/s/Lisa Pakuer, Admin. Asst.