

# RECORD OF PROCEEDINGS

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## TOWN OF MEEKER MEETING MINUTES - JULY 1, 2025

The Regular Meeting of the Meeker Town Board was held Tuesday, July 1, 2025, at Town Hall.

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

### ***EXECUTIVE SESSION***

*Pursuant to C.R.S. § 24-6-402(4)(b) to conference with attorney for the purpose of receiving legal advice on specific questions re: Garfield Street Water Line Project Contract.* Mayor Day opened the meeting at 6:30 pm and requested a motion to move into executive session for the reason stated above. Moved by Trustee Lockwood. Second by Trustee Nielsen. All ayes. Motion carried.

At 6:51 p.m. Mayor Day stated the executive session had been concluded with all Trustees being present, including Administrator Etheridge and Attorney Massih, and that no decisions were made.

### **CALL TO ORDER**

Mayor Day called the regular meeting to order at 7:01 p.m. and led Pledge of Allegiance.

### **ROLL CALL**

All Board members were present.

### **APPROVAL OF THE AGENDA**

Mayor Day asked for changes to the agenda. A motion was made by Trustee Sizemore 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 Nielsen to approve the minutes of June 17, 2025 to include grammar and punctuation corrections. Second by Trustee Sizemore. All ayes. Motion carried.

### **APPROVAL OF MONTHLY DISBURSEMENTS**

A motion was made by Trustee Sizemore to approve the disbursements dated June 30, 2025 (Revised). Second by Trustee Smith. All ayes. Motion carried.

### **PUBLIC PARTICIPATION**

*Presentation by COLO CPA Service Inc. of the Town's 2024 Financial Audit.* Marlo Coates, owner of ColoCPA Services PC presented the audit, stating she was giving the Town an unqualified opinion and explaining how the process of the audit works and how it is tested.

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Coates stated the prior period adjustments are due to a new governmental standard on financial presentation, which now must reflect the possibility of total accrued sick leave showing as a liability. Coates stated there were no issues of being over budget, everything is flowing through smoothly, and that because of the size of staff the Town is not able to separate all accounting duties yet there is still good division, and there is nothing out of the ordinary and no issues were encountered.

Trustee Smith asked about the \$315,385 figure for Operating income adjustments, with clarification from Coates that the adjustments reconcile to an actual cash balance. Mayor Day asked for any further questions or comments; hearing none he thanked Coates for her presentation.

## **NEW BUSINESS**

*Consideration of Resolution No. 06-2025 for appointment to fill the vacancy on the Board of Trustees.* Mayor Day introduced the three applicants for the vacancy: Bob Dorsett, Jeff Madison and Jan Zuber. Each applicant gave a brief history of themselves and why they are interested in serving on the Town of Meeker Board. After some conversing with the candidates, the Board voted on secret ballot for one candidate of their choice. Jeff Madison received the most votes and will be sworn in to the Board seat at the July 15<sup>th</sup> meeting. Mayor Day called for a motion to accept Resolution No. 06-2025 appointing Jeff Madison to the Board of Trustees. Moved by Trustee Lockwood. Second by Trustee Browning. Mayor Day thanked each candidate for coming and expressing an interest in serving.

*Consideration of Change Order #2 for Garfield Street Water Line project.* Administrator Etheridge stated engineer Chris Hale was present on the phone. Hale summarized for the Board the chain of events leading to Change Order #2. There were issues with leaking service lines that made the ground soft, which in turn created problems with the weight of the heavy construction equipment on soft ground. This has created buckling and damaged the asphalt that now needs to be repaired. United Asphalt is scheduled and ready and it makes sense to repair the damaged sections while the contractor is available otherwise it will put the repairs into August; also from a public relations and aesthetic viewpoint Hale recommends the Town to get these completed instead of waiting. The curbing that will need replacement is not included in Change Order #2, that will be on a different change-order. After some discussion Mayor Day asked if there was any further questions or concerns; hearing none a motion to accept Change Order #2 for Garfield Street Water Line project, with an increased amount of \$172,899.40, for a New Contract Price of \$1,532,555.32 was made by Trustee Smith. Second by Trustee Nielsen. All ayes. Motion carried.

## **MANAGER'S REPORT**

- Etheridge reported the final walk-through for Circle Park Riverfront Project included drainage, final grading, and seeding. According to State Statute, final payment is advertised for July 15<sup>th</sup> which will not close the grant funding, just the Phase II contract with X-Field; the Completion Certification with U.S. Army Corps of Engineers (USACOE) for Nation Wide Permits (NWP) was submitted and accepted on June 26<sup>th</sup>; staff is aware that our next big consideration is working on signage at all three locations and included in each packet is information available at Chamber/Visitor's Center.
- The Public Works Superintendent job vacancy closed yesterday with a total of seven applications being received. The hiring committee is meeting tomorrow morning for

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preliminary interviews, and the goal is to move the process along and get someone on board sooner than later.

- An Energy Assessment of Town Hall is scheduled for next Tuesday morning with Iconergy. They'll spend all morning inspecting and evaluating our building to help recognize energy deficiencies and recommend options for improvement.
- At the end of May Chief Thompson submitted a preliminary grant for the Federal COPS Hiring Program for partial 3-year funding for a School Resource Officer (SRO) position, that grant submission was finalized yesterday and awards should be announced in October.
- The new police vehicle has been shipped to the upfitter however there is still no estimated time of arrival.
- Officer Hetzel received a thank you phone call from the District Attorney receiving high praise for his investigation on a high-profile case.
- As sponsors of Range Call the Board receives complimentary wristbands for the Fourth of July festivities. Trustee Smith contributed hers to Town staff, all the Board agreed to do the same.

## **MAYORS REMARKS**

Mayor Day requested more details on Phase III at Circle Park. He also asked Administrator Etheridge to investigate what it would take to eliminate the four-way blinking light downtown as it only has two lights that are working.

## **OTHER BOARD BUSINESS**

Trustee Smith stated she will not be present for the July 15<sup>th</sup> meeting. Smith would also like to see the Yield sign on 5<sup>th</sup> and Cleveland be replaced with a Stop sign, for children's safety.

Trustee Lockwood inquired about the progress of Robert Street. He also asked Administrator Etheridge to ask the Chamber of Commerce if they would clean up the remaining lines from the banner that are still dangling over Highway 13, preferable before the Fourth of July festivities.

## **EXECUTIVE SESSION**

*Pursuant to C.R.S. § 24-6-402(4)(b) to conference with attorney for the purpose of receiving legal advice on specific questions re: Water Rights and Easement Agreement.* Mayor Day requested a motion to go into executive session for the reason cited above. Moved by Trustee Lockwood. Second by Trustee Day. All ayes. Motion carried.

## **ADJOURNMENT**

Mayor Day ended the Executive Session, stating there were no decisions made and adjourned the meeting at 9:01 p.m.

Attest:

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

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