

RECORD OF PROCEEDINGS

The Regular Meeting of the Meeker Town Board was held Tuesday, March 17, 2020 at Town Hall.

Members Present

Mayor
Trustees

Halandras
Creecy
Gutierrez
Kindall
Nielsen
Turner

Town Staff Present

Administrator
Attorney
Town Clerk
Police Chief
PW Superintendent
Admin. Assistant

Cook
Massih
Tupy
Stubblefield
Overton
Pakuer

Citizens Present: Hayes, Otis; Borchard, Kent; Turner, Niki.

CALL TO ORDER

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

ROLL CALL

All Board members were present with the exception of Trustee Day.

APPROVAL OF THE AGENDA

Mayor Halandras asked for changes to the agenda. Administrator Cook stated that since the packets were sent this revised agenda includes: New Business; item d.) Approval of Quit Claim and Nonexclusive Utility Easement Agreement. Public Hearing; Adoption of Ord. 02-2020 Allowing electronic participation for meetings in emergency situations. A motion was made by Trustee Gutierrez to accept the revised agenda as is. Second by Trustee Creecy. All ayes. Motion carried.

APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Turner to approve the minutes of March 3, 2020 as is. Second by Trustee Nielsen. All ayes. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Nielsen to approve the disbursements dated March 17, 2020. Second by Trustee Creecy. All ayes. Motion carried.

PUBLIC PARTICIPATION

None.

STAFF UPDATES

Police Chief Stubblefield reported a total of 241 incidents and calls for service; Officer Hetzel just completed his Field Training Officer course and is working day shifts with Police Chief Stubblefield; An applicant that is in consideration for a vacant position is at the academy in Delta, graduating on May 1, 2020, we are currently setting up phycological exam and polygraph for him.

PW Superintendent Overton stated there were 14,905,000 gallons of water consumed in February; Public Works pulled a high service pump and had it sent in to be rebuilt; Public Works has been helping Timberline Electric install electronics to all the meters with the exception of pump #6, there is no wire on

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pump #6 therefore communication between pumps #5 and #6 are nonexistent, public works will complete this installation when the mud season is over. Mr. Overton also reported a fuel problem, the county received fuel that contained water, which is where Public Works fuels all the Town vehicles and equipment. All the Towns vehicles had to be drained and all the filters replaced; Mr. Overton sent the County a list with total costs of the Towns expenses due to this mishap, as the County is pursuing reimbursement from the vendor.

Town Clerk Amy Tupy reported that there are 1,412 ballots that will be put in the mail on Wednesday March 18, 2020; Ms. Tupy also stated there will not be court for the month of March.

7:10 pm Mayor Halandras connected via telephone with Attorney Massih to join meeting.

NEW BUSINESS *Request from Range Call for sponsorship of July 4th Events.* Administrator Cook did a brief summary of what was discussed last week which included: Police Chief Stubblefield stated that the Town paid \$3,000 to provide security plus approximately \$2,000 in overtime pay and \$1,500 has been donated for fireworks for several years. Currently the line item for the Board's Community Improvement has a remaining balance of \$13,000. When Range Call brings in extra security from outside sources the Town of Meeker pays for that. Trustee Kindall would like to see organizations requesting funds to have a formal request that they must submit to the Board; Administrator Cook will come up with a process and a form for requests. After a lengthy discussion Mayor Halandras called for a motion to approve purchasing the Choice Sponsor Package for \$500. Moved by Trustee Nielsen. Second by Trustee Creecy. All ayes. Motion carried.

Bid award of the Water Street water line project. Administrator Cook stated that Mountain Cross Engineering recommended going with the lowest bidder CW Construction LLC with a bid of \$871,950.40; their bid documents were reviewed and all of the requirements pertaining to the bid appear to have been met; all of the references were contacted and all provided favorable reviews. Mayor Halandras called for a motion to approve the Bid award of the Water Street water line project to CW Construction LLC in the amount of \$871,950.40. Moved by Trustee Kindall. Second by Trustee Gutierrez. All ayes. Motion carried.

Appointment of members to the Meeker Housing Authority Board. Administrator Cook informed the Board that the applicants were planning to attend before the Coronavirus regulations were put into place. Applicants for the one-year term are: Kathy Sizemore and Elisabeth Morton. Applicants for the two-year term are: Amber Douglas and Deanna Roach. There is still a vacancy for a two-year term that should be filled preferably by a Board member; however, it has been decided to wait and appoint this vacancy after the elections. Trustee Creecy asked Attorney Massih if there is a conflict of interest having a mother, daughter sitting on the Board together. Attorney Massih explained that it is technically not a conflict of interest, however, they do need to be made aware of following the rules of procedure and be careful about discussing issues outside of the meeting. Administrator Cook stated that as soon as the new MHA Board is appointed, Stacey Kincher the MHA Director is planning on having a phone conference with Jim from Urban Inc who will explain to the board members their responsibilities as a board; the MHA Board does have the proper insurance effective through November 2020. Mayor Halandras called for a motion to approve the appointment of members to the Meeker Housing Authority Board; seating Kathy Sizemore and Elisabeth Morton each for one-year term; seating Amber Douglas and Deanna Roach each for two-year terms. Moved by Trustee Gutierrez. Second by Trustee Kindall. All ayes. Motion carried.

Chief of Police Stubblefield stated his concerns with Kathy Sizemore being employed with the Meeker PD and sitting on the MHA Board, somebody needs to inform her that the two commitments need to be separate, Administrator Cook said that she and Kathy have already spoken about this issue.

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Approval of Quit Claim and Nonexclusive Utility Easement Agreement between White River Electric Association, Inc., Eastern Rio Blanco Metropolitan Recreation & Park District, and the Town of Meeker. Administrator Cook stated that in this agreement: The town grants a nonexclusive easement to WREA to access and use the eastern fifty (50) feet of the Property, which is approximately depicted on Exhibit B. WREA shall not use the Easement Area for any other activity without the Town's prior written consent. WREA shall access the Easement Area along the route labeled as the "Access Route". Any additional routes of access to the Easement Area shall require the written consent of the Town. Pursuant to its existing lease with the Town, ERBM is currently obligated to maintain the Access Route. WREA may use the Easement Area to access, construct, modify, operate, maintain, repair and remove an underground pipeline and all necessary associated appurtenances in the Easement Area from time to time for the sole and exclusive purpose of generating hydroelectric power and those purposes directly incidental thereto, including, without, limitation, using the pipeline to transfer water from the Meeker power Ditch to the White River. The pipeline will be buried below the grade existing at the time WREA installs the pipeline.

WREA shall use its best efforts to ensure (1) access to the Easement Area and (2) performance of the Permitted Activities minimize any disruption or interference with the Town's or ERBM's use of or operations on the Property, including without limitation, construction activities associated with the development of the park ERBM is planning to construct on the Property ("Park") and operation, maintenance, or repair of the Park. WREA shall be solely responsible for any damage to the Property. Administrator Cook stated that WREA currently has an easement at Circle Park it runs more towards the west, with the pond project it made more sense to move the WREA easement over to the property line on the east side of Circle Park property. Mr. Kent Borchard expressed concerns of possible issues between the pipeline and pond should the pond need maintenance in the future, Attorney Massih will get in contact with Mr. VonRoenn at ERBM and get clarification on this issue. Mr. Borchard also stated that the verbiage placed in paragraph 4 (b) stating ("Park") should this be ("Pond"); Attorney Massih will clarify this with Mr. VonRoenn. Administrator Cook stated that ERBM has already signed and approved this easement. Attorney Massih advised the Board that these clerical errors can be corrected after the Board adopts this Agreement. Mayor Halandras asked for a motion to approve the Quit Claim and Nonexclusive Utility Easement Agreement between White River Electric Association, Inc., Eastern Rio Blanco Metropolitan Recreation & Park District, and the Town of Meeker as presented with the possibilities of corrections to 4(b). Moved by Trustee Kindall. Second by Trustee Creecy. All ayes. Motion carried.

Discussion regarding School Street sidewalk project. Administrator Cook reported that SGM engineer's estimate came in at \$175,904 the Town budgeted \$50,000; CDOT has approximately \$600,000.00 remaining in Multi Model Grant Fund which has already completed the first round of applicants, there was not enough interest shown so CDOT has opened this grant back up; the due date is April 6, 2020. Administrator Cook had been working with Dan Cokely from SGM and CDOT, one of the requirements of this grant is an environmental review; Mr. Cokely consulted with a CDOT representative and was informed that the environmental review would not be required for the Multi Model Grant application. Administrator Cook asked the Board's permission to continue moving forward with this grant application; it is a fifty percent match; there is \$50,000 budgeted for the Market St sidewalks and \$25,000 budgeted for the curb and gutter replacement project, if additional funds are needed we can pull money from those line items to fund this project; she also noted there are trees along School St. that are in the Town's easement that will have to be removed.

7:50 pm Mayor Halandras stated to let the record show that Trustee Day arrived at the meeting.

The consensus of the Board is for Administrator Cook to continue forward with the Multi Model Grant application.

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PUBLIC HEARINGS

Adoption of Ord. 02-2020 Allowing electronic participation for meetings in emergency situations.

Mayor Halandras opened the public hearing at 7:55pm. Attorney Massih stated the way the Town's current code is written we have no ability to have electronic participation in an emergency; this ordinance is modeled off of similar ordinances specifically addressing emergency situations. Administrator Cook advised the Board that this would also include by telephone, she spoke with the IT department and a conference line can be set up at Town Hall that the public can call into, and this ordinance is for emergency purposes only. Mayor Halandras closed the public hearing at 8:00pm and called for a motion to approve Ord. 02-2020 allowing electronic participation for meetings in emergency situations. Moved by Trustee Day. Second by Trustee Turner. All ayes. Motion carried. Administrator Cook stated that this ordinance will be become effective immediately.

DISCUSSION ITEM

Administrator Cook informed the Board that information on Coronavirus can be found on the Rio Blanco County website and it does stay current as updates become available.

MAYOR'S REMARKS.

None.

TOWN MANAGER'S REPORT

Administrator Cook updated the Board on a phone conference for the Coronavirus; in attendance were Administrator Cook, Mayor Halandras, Pioneer Medical Center, Rio Blanco County Health Dept and County Commissioners; all entities have a plan to work together with the County Health Nurse taking the lead. Public Works has been splitting into two groups so that they are not working together all the time. Town Hall has been encouraging the public to use the drop box, or call on the phone; staff has been diligently sanitizing the front counter and front door handles; Work Force Center closed last Friday and is working from home; the Town Hall has been painted on the entry level floor, down the stairwell and getting ready to do the upper stairwell. CNCC will not be renting upstairs stating at this time they want to focus on the dual enrollment at the High School. Tri State held a meeting at Hayden with Governor Polis in attendance, Administrator Cook and Mayor Halandras attended. PW Superintendent Overton informed the Board that Public Works now has two iPads for whomever is on call so they don't have to come to town if a situation arises at the pump house, they can address it through the iPad. Police Chief Stubblefield addressed the Board stating this is his last Board meeting before retiring, he wanted to thank everyone for their support and friendship. Police Chief Stubblefield informed the Board that Lieutenant Hayes has been filling in while he has been out of town, and he would recommend appointing Lieutenant Hayes for interim Police of Chief.

ATTORNEY'S REPORT

None.

OTHER BOARD BUSINESS

None.

ADJOURNMENT

Mayor Halandras adjourned the meeting at 8:19pm. Moved by Trustee Turner. Second by Trustee Creecy. All ayes. Motion carried.

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Regas K. Halandras, Mayor

Attest:



Lisa Pakuer, Admin. Assistant