

RECORD OF PROCEEDINGS

The Regular Meeting of the Meeker Town Board was held Tuesday, September 15, 2020 at Town Hall.

Members Present

Mayor
Trustees

Borchard
Creecy
Day
Gutierrez
Kindall
Nielsen
Turner

Town Staff Present

Administrator
Attorney
Town Clerk
Police Chief
PW Superintendent
Admin. Assistant

Cook
Massih (attended by phone)
Tupy
Thompson
Overton
Pakuer

CALL TO ORDER

Mayor Borchard 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 Borchard asked for changes to the agenda. Administrator Cook informed the Board that under New Business; Item C Final Settlement for the Water Street Water Line replacement project (DOLA EIAF #9190) has been postponed to the October 6, 2020 meeting. A motion was made by Trustee Turner to accept the agenda with changes listed above. Second by Trustee Creecy. All ayes. Motion carried.

APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Creecy to approve the minutes of September 1, 2020. Second by Trustee Gutierrez. Ayes: Trustees Creecy, Day, Gutierrez, Kindall and Nielsen. Abstained: Trustee Turner due to his absence at that meeting. Motion carried.

Mayor Borchard asked for approval of the September 3, 2020 minutes. Trustee Day noted the header should be Thursday and not Tuesday. A motion was made by Trustee Kindall to approve the minutes of September 3, 2020 with corrections. Second by Trustee Gutierrez. Ayes: Trustees Creecy, Day, Gutierrez, Kindall and Nielsen. Abstained: Trustee Turner due to his absence at that meeting. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

Administrator Cook pointed out in General Fund line item 23 to Kasey Cox was the final payment for the new website she stated the Town has gone live as of today with the new website. A motion was made by Trustee Turner to approve the disbursements dated September 15, 2020. Second by Trustee Nielsen. All ayes. Motion carried.

PUBLIC PARTICIPATION

None

STAFF UPDATES

Chief Thompson reported there were 452 incidents for August, 10 summons, and nine arrests.

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – September 15, 2020

PW Superintendent Overton stated the bridge inspector had been here and the Circle Park bridge is classified as a low volume bridge having zero semi-truck traffic, it will handle 111 cars per day and 30-40 pickup trucks per day; Water Street project is in the patching asphalt phase and then it will be completed, the pump house now has all the well meters and level indicators installed and is working; cross walks at 5th and Market have been installed, they will be painted next week. Administrator Cook added there will be a change order for the Water Street project for the asphalt in the amount of \$86,772.80 due to the increased amount needed.

Town Clerk Tupy reported there will be court next week; she is in the process of completing her municipal clerk certification.

NEW BUSINESS

Approval of Special Review Use Request for a Home Occupation application by Gregory and Megan Hanberg at 1368 Juniper Road, Meeker, Colo. for distribution of bulk fresh and/or frozen meats and seafood. Administrator Cook read the staff report, she stated the property is located at 1368 Juniper Road in the Sage Hills subdivision, there is an existing house on the property with adequate parking for this business the site is located in the R-1A (Single Family Residential) zone district. A home occupation is listed as a Special Review Use under the R-1A zone codes, the application was submitted to the Town within the required time periods and with the required fee, the request has been advertised as mandated by the Meeker Zoning Ordinance and all adjacent neighbors have been notified, no comments were received. Staff recommendation is to approve the Special Review for the home occupation. Mr. Hanberg will be the only one involved with the home occupation and will not have any other employees. Mr. Hanberg will make some deliveries, with one or two customers making pick-ups at one time. The business will be located in the attached garage portion of the home and customers will enter the east door of the home. The area is less than 25% of the total gross floor area, there will be no other indication of a home occupation other than an additional car or two. All storage will be entirely within the home. The applicant is allowed 1 square foot of sign area associated with the business and up to 4 square feet is allowed for personal identification, according to Title 18.7.110 (E). The applicant's business will be inside the home and the occupation is quiet. The equipment and materials will be contained and will not create any noise, vibration, smoke, dust or odor, and shall not affect the neighboring properties. The applicant's proposed home occupation will be by appointment. The proposed home occupation won't adversely affect traffic flow in the neighborhood. Both Juniper Road and Sage Ridge Road are collector streets and carry normal amounts of traffic. The customers will be able to park in the driveway without disturbing the neighborhood, at their meeting September 8th the Planning Commission voted unanimously to recommend approval to the Board of Trustees contingent upon receipt of the Warranty Deed for the property, which the Town has received.

Hearing no questions or comments Mayor Borchard called for a motion to approve the request by Mr. Hanberg for the Special Review Use Request for a Home Occupation at 1368 Juniper Road, Meeker, Colo. for distribution of bulk fresh and/or frozen meats and seafood. Moved by Trustee Nielsen. Second by Trustee Gutierrez. All ayes. Motion carried.

Approval of the re-assignment for Professional Services Contract for recycling services to Overton Recycling, Inc. Administrator Cook reported Mr. Lee Overton submitted the necessary documents requested; Assignment of Professional Services Contract from Eagle River; Bill of Sale and a Certificate of Liability Insurance naming the Town as an additional insured. Mayor Borchard called for a motion to approve of the re-assignment for Professional Services Contract for recycling services to Overton Recycling, Inc. Moved by Trustee Day. Second by Trustee Turner. All ayes. Motion carried.

Approval of the Construction Agreement between the Town of Meeker and Regas K. Halandras for the Animal Shelter Improvements project. Administrator Cook informed the Board that Article XV

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – September 15, 2020

and Article XVI were added to the agreement. Article XV is Discrimination and ADA Compliance Article XVI is regarding the hiring of illegal aliens.

Mayor Borchard called for a motion to approve the Construction Agreement between the Town of Meeker and Regas K. Halandras for the Animal Shelter Improvements project to include Article XV and XVI. Motion made by Trustee Creecy. Second by Trustee Nielsen. All ayes. Motion carried.

Approval of the COVID-19 Relief Funds (CVRF) Business Assistance Program application.

Administrator Cook informed the Board the Town has allocated \$150,000.00, asking the Board for comments and approval of the application as well as direction on how to proceed with the evaluation of the applications received. After a lengthy discussion it was decided to have the Chamber of Commerce send out an email to Chamber members notifying them of the program, the Town will also post the program on our website and social media. Along with a completed application the recipient will have to submit the required documents showing the economic impact COVID 19 has had on their business. This program will only apply towards businesses within the town limits. Mayor Borchard called for a motion for to approve the COVID-19 Relief Funds (CVRF) Business Assistance Program application. Motion made by Trustee Creecy. Second by Trustee Turner. All ayes. Motion carried.

Approval of SpyGlass Snapshot Audit Agreement. Administrator Cook stated she was approached by the company SpyGlass, this company conducts audits of telecommunications accounts including internet, phone and cellular. They will seek cost recovery, service elimination and cost reduction recommendations for organizations such as the Town of Meeker. They will report to us their recommendations and implement any cost savings to the Town based on our level of choice. SpyGlass does not charge an upfront fee, but would charge 50% of any cost recovery, for 12 months. If they find nothing the Town will not owe anything, in order to move forward the Town will have to sign an agreement with SpyGlass. Mayor Borchard asked for a motion to proceed with the SpyGlass Snapshot Audit Agreement. Motion made by Trustee Nielsen. Second by Trustee Gutierrez. All ayes. Motion carried.

MAYOR'S REMARKS

Mayor Borchard referred to a letter in the packets from the director of the Rio Blanco Historical Society, stating the \$5,000.00 donation had been approved with the disbursements. There was discussion regarding the Town helping clean up the broken tree branches from the snowstorm. It was decided since there is already an established business in Meeker that does this service, the Town would not compete with a private entity.

TOWN MANAGER'S REPORT

Administrator Cook stated with the CVRF funds the Town could purchase materials to have Public Works build a parklet and place downtown to extend outdoor dining opportunities, PW Superintendent Overton has reviewed the plans from the Town of Rifle's parklets, the Board agreed if there were remaining CVRF funds after the grant program, staff could move forward with this.

The meeting with Colorado State Patrol (CSP) is still on schedule for Tuesday to discuss RBC dispatch; there is a joint meeting with the Planning Commission on September 29th at Town hall to review the draft Comp Plan. Lastly, Administrator Cook noted the Rental Rehab Program that was established last year has an applicant from Rio Blanco County.

ATTORNEY'S REPORT

None.

OTHER BOARD BUSINESS

None.

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – September 15, 2020


ADJOURNMENT

Mayor Borchard adjourned the regular meeting into a workshop session at 7:50pm to discuss the 2021 budget.



Kent A. Borchard, Mayor

Attest:



Lisa Pakuer, Admin. Assistant