

RECORD OF PROCEEDINGS

The Regular Meeting of the Meeker Town Board was held Tuesday, October 5, 2021 at Town Hall.

Members Present

Mayor
Trustees

Borchard
Creecy
Day
Gutierrez
Kindall
Nielsen
Lockwood

Town Staff Present

Administrator
Town Clerk
Admin Asst
Police Chief

Etheridge
Cook
Pakuer
Thompson

Citizens Present: VonRoenn, Sean; Strate, John; Mobley, Travis;

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. A motion was made by Trustee Nielsen to accept the agenda as submitted. Second by Trustee Creecy. All ayes. Motion carried.

APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Lockwood to approve the minutes of September 7, 2021 as submitted with corrections. Second by Trustee Gutierrez. Ayes: Trustees Lockwood, Day, Kindall, Gutierrez, Creecy. Abstain: Trustee Nielsen due to the fact he was absent. Motion carried.

A motion was made by Trustee Gutierrez to approve the minutes of September 21, 2021 as submitted. Second by Trustee Nielsen. Ayes: Trustees Lockwood, Day, Kindall, Gutierrez, Nielsen. Abstain: Trustee Creecy due to the fact he was absent. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Day to approve the disbursements dated September 30, 2021. Second by Trustee Lockwood. All ayes. Motion carried.

PUBLIC PARTICIPATION

None.

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – October 5, 2021

NEW BUSINESS

Presentation of public draft of the Town of Meeker's proposed 2022 Budget and scheduling of a public hearing. Town Clerk Cook stated; General Fund revenue has been budgeted higher in Sales Tax and a few other line items but is still very conservative and the same is for the Water Fund with Water Service and Water Tap line items increasing slightly. The budget increases for 2022 are much the same as they were for 2021. A 2% COL raise on total payroll was added which comes to \$1,220/yr. for each employee; health insurance increased by 2%; salary adjustments have been made in the water and public works department for three employees who may obtain their Class C licenses next year; a Community Development position has been budgeted with a salary range between \$60,000 and \$70,000 totaling \$103,135 with benefits and withholding, the Professional Services line item (contract planner) decreased by \$47,500 in anticipation of this position being filled; a new line item, Deputy Assistance in the amount of \$2,000 has been added in the Police Dept. for 4th of July coverage.

Fuel has been budgeted higher in the Public Works, Comm. Development, Police, and Water departments; electricity has increased by \$3,000 in the Parks Dept. to include Sanderson Hills Park; Systems Development in the General Fund totals \$1,894,440 and includes: the same ongoing funding items as last year, construction of sidewalks on School Street and 5th and Market Streets to Circle Park, and funding for Circle Park Phase II in the amount of \$250,000. Total amount of reserves needed to balance the General Fund are \$1,711,424.

Systems Development in the Water Fund Totals \$855,040 and includes replacing the overflow line on 7th Street, upgrading the software at the Water Load Out and a water line replacement on Garfield between 3rd and School Streets in the amount of \$566,040. This project is offset by the American Rescue Plan funding and will be transferred from the General Fund. Reserves needed to balance the Water Fund are \$297,121.

Conservation Trust and Abatement Funds are budgeted the same as last year except for reserving the income from the Conservation Trust instead of transferring it to the General Fund. Hearing no further questions or concerns, Mayor Borchard called for a motion to accept the Town of Meeker proposed 2022 budget and scheduling of a public hearing for November 16th. Moved by Trustee Creecy. Second by Trustee Gutierrez. Aye: Trustees Creecy, Gutierrez, Kindall, Lockwood and Nielsen. Nay: Trustee Day. Motion carried.

Consideration of Resolution No. 10-2021 to establish Emergency Reserve for Fiscal Year 2022 General Fund. Town Clerk Cook stated that the designation is required by TABOR and the amount designated cannot go below 3% of the highest year spent which is \$110,650.00. Mayor Borchard called for a motion to approve the consideration of Resolution No. 10-2021 to establish Emergency Reserve for Fiscal Year 2022 General Fund. Moved by Trustee Creecy. Second by Trustee Nielsen. All ayes. Motion carried.

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – October 5, 2021

Approval of the Third Amendment to the Town of Meeker and Eastern Rio Blanco Metropolitan Recreation and Park District Parks Lease Agreement. Administrator Etheridge stated this is an amendment to paragraph 7(A), stating the Town of Meeker will pay all electric utility charges for Sanderson Hills Park. Hearing no further discussion, Mayor Borchard called for a motion to approve the Third Amendment to the Town of Meeker and Eastern Rio Blanco Metropolitan Recreation and Park District Parks Lease Agreement. Moved by Trustee Creecy. Second by Trustee Gutierrez. All ayes. Motion carried.

Discussion regarding Circle Park Phase II next steps and consideration of Letter of Support for grant opportunities. Administrator Etheridge informed the board she has met with Director VonRoenn of the Eastern Rio Blanco Metropolitan Recreation Center (ERBM) to discuss how to proceed with this project. Etheridge is needing three facets of direction from the board stating that the timeline is important to getting this project on track to completion and using the allotted 2022 funds. Step one is permitting the wet land delineations, also known as an aquatic resources inventory. This step needs to either be completed before winter or it will have to be pushed back until late spring of 2022, which in turn would push back the entire timeline. Step two would be board support for applying for grant funding, including a Department of Natural Resources Colorado Water Plan grant with a deadline of December 1st - it has a range of \$100,000 to \$200,000; Great Outdoors Colorado (GOCO) grant is offering a maximum of one million dollars with a deadline of February which would put the arrival of funding at the beginning of summer, in time for late season construction. Step three is putting together a project oversight sub-committee consisting of two trustees and administrator from the town and two board members and the director from ERBM. Etheridge asked for the board's approval to proceed forward, starting with contract with SWCA for the wet land delineations at a cost of \$7,500.00, splitting this expense 50-50 with ERBM. After a lengthy discussion the board requested getting Attorney Massih to help draw up a memorandum of understanding (MOU) between the Town of Meeker and ERBM, the consensus of the board was to move forward with the wetlands permitting, and the grant submittals. Director VonRoenn informed the board, ERBM wants be partners with the Town of Meeker on this project and agrees there needs to be a MOU drawn up, so all parties involved are on the same page. There will be a joint meeting on November 16th at 6:00 pm with ERBM board members and Town of Meeker board.

TOWN MANAGER'S REPORT

Administrator Etheridge reported: the Town of Meeker did not receive the Main Street Open for Business grant as there were only six million dollars available for twenty million dollars requested from towns statewide; Meeker has been accepted by the Colorado Department of Human Services to participate in a Design Lab for a daycare/childcare facility in Meeker, Carly Thomson with Rio Blanco County has taken the lead on this project and is trying to get other entities involved that have large numbers of employees needing daycare in our community. This project is a five-month process, it will help us gain knowledge of how to establish a

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – October 5, 2021

childcare facility and create competitive grant applications offering up to \$800,000.00.

MAYOR'S REMARKS

None.

OTHER BOARD BUSINESS

Trustee Kindall requested past documents for the Circle Park project, Administrator Etheridge will email those documents to all the trustees and informed them to follow the link in their packets from ERBM, this will take them to the Circle Park Phase II project.

Trustee Day suggested the board give Administrator Etheridge more direction for the Circle Park Phase II MOU. After lengthy discussion it was determined Etheridge and Town Clerk Cook would contact Attorney Massih and decide what is the best avenue to take and have a draft MOU available for the Board to consider before the joint meeting in November.


ADJOURNMENT

Mayor Borchard adjourned the meeting at 8:17pm.



Kent A. Borchard, Mayor

Attest:



Lisa Pakuer, Admin. Assistant