

RECORD OF PROCEEDINGS

The Regular Meeting of the Meeker Town Board was held Monday, December 13, 2021 at Town Hall.

Members Present

Mayor
Trustees

Borchard
Creecy
Day
Gutierrez
Kindall
Nielsen
Lockwood

Town Staff Present

Administrator
Town Clerk
Attorney
Police Chief
PW Superintendent
Admin. Assistant

Etheridge
Cook
Massih
Thompson
Overton
Pakuer

Citizens Present: Overton, Lee; Turner, Niki; Borchard, Kevin; Borchard, Kristopher.

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 Creecy to accept the agenda as submitted. Second by Trustee Gutierrez. All ayes. Motion carried.

APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Creecy to approve the minutes of November 16, 2021 as submitted. Second by Trustee Lockwood. All ayes. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Creecy to approve the disbursements dated December 13, 2021. Second by Trustee Nielsen. Ayes: Trustees: Creecy, Lockwood, Gutierrez, Nielsen, Kindall. Abstain: Trustee Day due to his involvement with line item twenty-two. Motion carried.

PUBLIC PARTICIPATION

None.

PUBLIC HEARINGS

Consideration of adoption of Ordinance #03-2021, adopting the Town of Meeker 2022 Budget and Highway Users Tax Budget. Mayor Borchard opened the public hearing at 7:05pm. Town Clerk Cook stated the only addition to the 2022 budget is a forty-four-dollar addition in property

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taxes, other than that the budget remains the same since the public hearing in November. Mayor Borchard asked for further discussion, hearing none he closed the public hearing at 7:06pm and called for a motion to approve ordinance #03-2021, adopting the Town of Meeker budget and highway users tax budget. Moved by Trustee Lockwood. Second by Trustee Nielsen. Trustee Creecy requested the record show he is in support of the 2022 Budget and highway users tax budget, however he opposes the Circle Park Phase II project in the amount of \$250,000.00. Ayes: Trustees Creecy, Lockwood, Gutierrez, Nielsen, Kindall. Nays: Trustee Day. Motion carried.

Consideration of adoption of Ordinance #04-2021, approving and certifying a Mill Levy and levying general property taxes for the fiscal year 2022. Mayor Borchard opened the public hearing at 7:09pm. Borchard asked if there were any comments or further discussion, hearing none he closed the hearing at 7:10pm and called for a motion to approve ordinance #04-2021 approving and certifying a Mill Levy and levying general property taxes for the fiscal year 2022. Moved by Trustee Creecy. Second by Trustee Gutierrez. All ayes. Motion carried.

NEW BUSINESS

Discussion regarding Overton Recycling annual contract. Mr. Lee Overton was present for Overton Recycling (OR). Administrator Ethridge reminded the Board that the Town does have an annual contract with OR, and the board agreed to donating \$7,500 to OR in 2022. This would be a 50% cut from 2021. Mr. Overton stated he was concerned what the Town's plan is for contribution in 2023; if he decides to sign the contract with the town for 2022 agreeing to the town's \$7,500 contribution OR will take a loss in 2022. OR receives a state grant of \$20,000 to help with transportation for free drop-off recycling in addition to the Town's contribution of \$15,000.00; currently OR runs a roll off truck to a recycling facility in Eagle, CO three or four times a month and with the cost of trucking, along with labor and compacting materials, OR barely broke even in 2021. Mr. Overton would like to ask the Town to consider contributing \$15,000.00 in 2023 as it was done in 2021, in hopes the business could at least break even, also stating recycling grows more and more every month. The board asked Mr. Overton to report back to them sometime in the late summer of 2022, so the Town has some figures to base their decision on for contribution to OR in the 2023 budget. Town Clerk Cook pointed out in Systems Development there is a Community Improvement line item with \$30,000.00 budgeted, if OR needs additional funding in 2022 and the funds are still available, the town could consider using some of those resources. Mr. Overton asked the board if they would consider doing two six-month contracts for 2022. Administrator Etheridge stated the town can add to the existing contract the ability to terminate the contract after six months if OR feels the expenses far out weigh the revenues.

After further discussion it was decided to amend the contract between Town of Meeker and Overton Recycling to a six-month contract, effective from January 1, 2022 to June 30, 2022 with a contract sum of three thousand, seven hundred fifty dollars (\$3,750), made in monthly payments of Six Hundred Twenty-Five Dollars (\$625.00). Hearing no further discussion Mayor Borchard called for a motion to amend paragraphs two and three of the contract between Town of Meeker and Overton Recycling. Moved by Trustee Creecy. Second by Trustee Lockwood. All ayes. Motion carried.

Discussion regarding job description for Community Development/Planner. Administrator Etheridge put together a sample of a job description for the future hiring of a Community Development/Planner. She has created the draft description from research of other CD/Planning positions in the regions, as well as meeting with Town Clerk Cook and Building Inspector Padilla

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to discuss what the needs were at Town Hall to fill the current gaps in capacity. After some conversation it was decided to table this discussion until the January 18th board meeting.

Accept a Brew Pub Liquor License application from Smoking River LLC and schedule Public Hearing for January 18, 2022. Town Clerk Cook stated that on December 6th the Town of Meeker received an application from Smoking River LLC for a brew pub liquor license; owners Kevin Borchard and Kristopher Borchard were present. Cook informed the board that after the state approves this application then Smoking River LLC will surrender their current Colorado Manufacture and Sales Room License. The difference between a brew pub license and a manufacture license is a brew pub license requires the establishment to cook and sell food whereas a manufacture license does not. Mr. Kristopher Borchard stated since White River Bakery has moved out of the facility, Smoking River LLC is going to expand their business. Hearing no further discussion Mayor Borchard called for a motion to accept a Brew Pub Liquor License application from Smoking River LLC and schedule Public Hearing for January 18, 2022. Moved by Trustee Creecy. Second by Trustee Gutierrez. All ayes. Motion carried.

STAFF UPDATES

Public Works Superintendent Overton reported 10 million gallons of water were pumped during the month of November; the crew has been busy trimming trees; getting the trucks and sanders ready for snow; parklets are stored away for the winter and the rock work construction at the bulk water load out is underway.

Police Chief Thompson reported 270 incidents, one citation and two trips to Craig with detainees. Thompson also informed the board the trips to Craig went fine.

Town Clerk Cook reported she is working on final steps to close the budget; preparing for elections stating the petitions will be available January 4th and due back to Town Hall on January 24th. For the 2022 elections the open seats for the board of trustees will be for Trustees Lockwood, Creecy, Nielsen and Mayor Borchard. Advertisements for an appointment to Trustee Creecy's seat will be in the paper the week of December 20th and will be filled on January 18th.

Town Manager Etheridge started out with a thank you to Trustee Lockwood for bringing to her attention the Trustees did not receive their packets and Etheridge is working with IT department to fix this glitch; a thank you to PW Superintendent Overton for his help with the end of year highway users tax fund inventory and to Building Inspector Carl Padilla for his contribution on the end of year DOLA department of housing inventory. The end of year CIRSA renewal has been completed; the Colorado Water Conservancy Board water plan grant was submitted on November 29th and confirmed, the town should hear back from them on January 1st. Etheridge received the Aquatics Resources Inventory and to summarize the lengthy report there are three quarters of an acre of wet lands delineated and three acres of non-wetland waters delineated, and the recommendation is to present those delineations to the Army Corps of Engineers for permitting. The workman's comp renewal has been completed for 2022; Chamber of Commerce is still working on moving upstairs. Etheridge has been included in several meeting with the Northwest Community Development Council (NWCDC), the DOLA road map to recovery project is moving along as is the REDI grant, and even though these are two separate grants they both are working towards the same goals for northwest counties including Rio Blanco, Moffat and Routt. The four major goals for the region are: housing, transportation, work force and workplace resiliency. There

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is a possibility there will be a consultant that will want to come for an in-person engagement in January or February of 2022.

Town Attorney
No report.

MAYOR REMARKS

None.

OTHER BOARD BUSINESS

None.

ADJOURNMENT

Mayor Borchard adjourned the regular meeting at 8:08pm and called for a recess prior to the executive session, pursuant to C.R.S. 24-6-402(4)(f)(I) for discussion of personnel matters: Town Administrator evaluation.

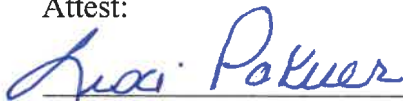
At 8:50 Mayor Borchard reconvened into the regular meeting and called for a motion regarding Administrator Etheridge 2022 pay increase. Trustee Creecy made a motion to increase Administrator Etheridge's pay by 3%. Second by Trustee Nielsen. All ayes. Motion carried.

Mayor Borchard adjourned the meeting at 8:51pm.



Kent A. Borchard, Mayor

Attest:



Lisa Pakuer, Admin. Assistant