

# RECORD OF PROCEEDINGS

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The Regular Meeting of the Meeker Town Board was held Tuesday, March 15, 2022, at Town Hall.

## Members Present

Mayor  
Trustees

Borchard  
Day  
Gutierrez  
Jehorek  
Kindall  
Lockwood  
Nielsen

## Town Staff Present

Administrator  
Town Clerk  
Attorney  
Police Chief  
PW Superintendent

Etheridge  
Cook  
Massih  
Thompson  
Overton

Citizens Present: Montgomery, Amanda; Myers, Will; Prosenca, Beverly; Long, Annie; Bricky, Ida; McDonnel, Helen; Dickman, Paul by phone.

## CALL TO ORDER

Mayor Borchard called the meeting to order at 7:10 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 Etheridge requested to add Item b. under New Business to consider a liquor license application for Trailhead Cabins and Lodging, LLC. A motion was made by Trustee Lockwood to accept the revised agenda. Second by Trustee Gutierrez. All ayes. Motion carried.

## APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Nielsen to approve the minutes of March 1, 2022, with the correction of the time of the Executive Session. Second by Trustee Jehorek. All ayes. Motion carried.

## APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Day to approve the disbursements dated March 15, 2022. Second by Trustee Nielsen. All ayes. Motion carried.

## PUBLIC PARTICIPATION

Beverly Prosenca, residing at 232 Water Street and owner of Finley Trailer Park, addressed the Board regarding a recent snowstorm of nine inches and a three-foot berm that was left across her lane after Public Works plowed, she expressed her dissatisfaction with Public Works and their reply when they were asked to help remove the berm. Prosenca read a written statement citing this incident and several others in the past and the problems she and her tenants were having with

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snow removal and drainage issues on Second and Water Streets. Administrator Etheridge stated she had visited with Mrs. Prosenice and her daughter Annie Long where she suggested all the residents and business owners in that area sit down and come up with a solution to the problems in that area. Mayor Borchard asked for a copy of Mrs. Prosenice's written statement and requested the item be placed on a future agenda for further discussion.

Annie Long, also a resident on Water Street also addressed the Board with a written statement regarding her concerns with her perceived disrespect of the Public Works Department and the snow removal problems in the area. Mayor Borchard requested a copy of her written statement as well.

Helen McDonnell, residing at 236 Water Street, stated she shovels the driveways of most of the elderly people in the area, she also complained about plowing again after everyone had cleaned their sidewalks, the snow piles up on the sidewalk and then freezes making it difficult to remove.

Ida Brickey, residing at 205 Water Street, stated mud from plowing Second Street gets dumped in her yard and that she had hurt herself shoveling her driveway so that she could get out, stating "they do a lousy job and I wish they would just leave it alone".

Paul Dickman, who was attending by phone, added he thought Administrator Etheridge's idea of having everyone sit around the table to come up with a solution was good and stated snow removal has become a burden for the elderly in the community.

## **PUBLIC HEARINGS**

*Consideration of request from Meeker Lions Club for a Special Event Liquor Permit for the Rocky Mtn. Elk Foundation Banquet at the 4-H Building, 779 Sulfur Creek Rd. on March 26, 2022.* Mayor Borchard opened the public hearing at 7:30 p.m. Town Clerk Cook stated the Special Event license was for the Rocky Mtn. Elk Foundation to be held on March 26<sup>th</sup> at the 4-H Building from 3:00 p.m. to 12:00 a.m.; Mark Rogers will be representing the Lions Club and Tom Allen of the Elk Foundation will be the event manager; the application is complete, ID's will be checked at the bar, Rio Blanco County has given permission to use the building, Chief Thompson has no objections to the license and staff's recommendation was for approval.

Hearing no further comments, Mayor Borchard closed the public hearing at 7:32 p.m. and called for a motion to approve the Special Event Liquor Permit for the Rocky Mountain Elk Foundation Banquet. Moved by Trustee Lockwood. Second by Trustee Gutierrez. All ayes. Motion carried.

## **NEW BUSINESS**

*Consideration of extraterritorial water agreement for Trail & Hitch.* Administrator Etheridge stated approval of the agreement had been tabled from the last meeting for clarification and this is the updated agreement, Amanda Montgomery representing Trail and Hitch LLC is present as well as their engineer, Will Myers. Trustee Lockwood asked who will pay for the eight-inch main, the agreement only specifies that the owner will pay for the two-inch tap. Trustee Gutierrez asked where the actual water line will be. Superintendent Overton replied it begins at the Day property and ends at the gravel pit, the line has been engineered and will be constructed to Town Standards including testing it before bringing it online as covered in Item 3. Trustee Lockwood asked if Attorney Massih had reviewed the agreement. Massih replied she had, and

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Item 1 could be modified to add the language “paid for” by the Owner if necessary. Mayor Borchard asked if there were any other concerns from the Board, upon hearing none he called for a motion to approve the agreement as modified for Item 1. Moved by Trustee Gutierrez. Second by Trustee Nielsen. Aye: Trustees Gutierrez, Jehorek, Kindall Lockwood and Nielsen. Trustee Day abstained due to his involvement with the project.

***Consideration of new-concurrent liquor license application for Trailhead Cabins and Lodging, LLC and request to set the Public Hearing.*** Clerk Cook informed the Board staff had received a completed application for a new tavern license from Trailhead Cabins and Lodging LLC to be located at 173 1<sup>st</sup> Street, Amanda Montgomery was present representing the applicant, the Board would need to accept the application and schedule a public hearing for April 19<sup>th</sup>, the applicant has applied for concurrent review with the State and if accepted would then be forwarded to them for their review while undergoing the local process.

Trustee Gutierrez asked who the owner operator would be. Ms. Montgomery stated Kris Deines will be the manager on site for both Trail and Hitch and Trailhead Cabins. Mayor Borchard entertained a motion to accept the application and schedule the public hearing for April 19<sup>th</sup>. Moved by Trustee Nielsen. Second by Trustee Jehorek. All ayes. Motion carried.

***Bid opening for Crack Seal Street project.*** Mayor Borchard opened the only bid received from Rocky Mountain Asphalt in the amount of \$32,000. If the bid meets specs, the award will be on the agenda for the next meeting.

***Consideration of purchase of Police Department equipment based on Purchasing Policy, section E, 5.*** Administrator Etheridge stated the Police Department had received a Federal grant in the amount of \$48,103 for the purchase of patrol vehicle computers, Chief Thomson has taken over the grant project in Officer Yates’ absence, and while working with a company called SHI, who provided the original quote for the grant last year, has been given an updated quote in the amount of \$48,916.09. SHI’s pricing is done through Sourcewell which is a procurement company that uses a national bid process to provide the lowest prices. Administrator Etheridge explained they felt going through the Town’s bid process would not bring us any closer to the grant award amount and because Sourcewell obtains their pricing from other companies we would like the Board’s permission to forego the bid process and accept the quote from SHI.

Attorney Massih pointed out the Town’s Personnel Policy paragraph D.6 does not require the bid process if it is deemed an emergency, which this is not, but paragraph E.5 states “Nothing contained herein shall require the Town to advertise for and receive bids for such supplies, or equipment, or technical, legal, professional, financial or incidental assistance as the Board may deem necessary or appropriate to employ” which does allow the Board to override the typical bid process. Mayor Borchard asked if the quote from SHI was the result of a nationwide bidding process. Administrator Etheridge confirmed that an RFP was sent out by Sourcewell, and they obtained pricing from several companies with SHI’s being their recommendation as it met all of the specifications. Trustee Gutierrez asked if Sourcewell could increase their costs based on the 2019 quote. Etheridge said the expiration of the current quote is October 25, 2023.

Trustee Day expressed concern the Board would be setting a precedent, we bypassed the bid process last fall for the purchase of the patrol vehicle adding the Town could have advertised this

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bid while also obtaining pricing from Sourcewell. Chief Thompson replied that he did reach out to two other companies besides Sourcewell, and they did not respond. Trustee Day stated it does make sense since Sourcewell goes out to bid but doesn't want this to become the norm.

Mayor Borchard called for a motion to approve the purchase of patrol vehicle computers from SHI in the amount of \$48,916.09. Moved by Trustee Jehorek. Second by Trustee Kindall. All ayes. Motion carried.

***Consideration of Resolution 04-2022 Approving the GOCO Grant Application.*** Administrator Etheridge said the resolution is part of a checklist that needs to be completed prior to submitting the application to GOCO on March 31<sup>st</sup> which if passed indicates the Board supports the application of the grant and the project, the ERBM Recreation Board is also considering their resolution which will leave us with only the narrative and the budget sections of the application to complete prior to submitting the application, ERBM's resolution has more language and according to Director VonRoenn is standard boiler plate language they include in many of their resolutions, at this time GOCO is only looking for overall support of the project.

Mayor Borchard called for a motion to adopt Resolution No. 04-2022 approving the submission of the GOCO Community Impact Grant. Moved by Trustee Nielsen. Second by Trustee Gutierrez. All ayes. Motion carried.

## **STAFF REPORTS**

Public Works Superintendent Overton reported during the month of February 12,226,00 gallons of water was pumped, four of the staff had completed pesticide school, they finished the renovation all except the ceiling tiles on the second floor and plowed and picked up snow.

Chief Thompson reported there were 309 incidents resulting in one arrest and four citations in February. Trustee Gutierrez asked if there was any truth to the rumor of people syphoning gas with Thompson replying the department had no reports of that. Mayor Borchard asked how many trips had been made to the jail in Craig, Thompson replied there had been one.

Mayor Borchard asked Clerk Cook if she had any more information regarding marijuana sales. Cook replied she had looked at the Town of Cedaredge who is comparable to Meeker in size and found their ordinance which included an entirely new chapter of their municipal code allowing sales and felt it would be a good example to follow.

Administrator Etheridge informed the Board that after interviewing three local and qualified candidates Carly Thomson was offered the new Community Development/Planner position and will start on April 4<sup>th</sup>; referring to a recent CML List Serve email six planning positions have been advertised across the state and other communities are struggling to fill those positions, so we feel very fortunate to have had good, qualified candidates. Etheridge reported she had met with our Office of Just Transition representative last week over the upcoming business grant presentation which should focus on business retention and expansion; links to the upcoming NWDC task force meeting were emailed to all Board members who are welcome to attend, the consultant will be in Meeker next Tuesday and would like to hold focus groups that week; we only have a few weeks to fine tune the GOCO grant application and we should know this week if we were awarded the \$150,000 CWCB grant; if awarded we could move forward with the river

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study & design phase of the Circle Park project. Etheridge noted that we don't have to go with the current design proposal from SWCA and in discussing with Director VonRoenn we would like to rewrite the RFP to include the river work as has been discussed by both boards and include the required permitting. Board was asked if they felt it was necessary to meet with ERBM's Board prior to the submission of the GOCO grant or just prior to submitting a new RFP; Mayor Borchard stated he did not think there was anything to talk about at this point. Trustee Day said meeting with ERBM could help with the details of the RFP if we are awarded the CWCB grant. Administrator Etheridge said she has a meeting on Thursday with Director VonRoenn to discuss the next steps if awarded and in their opinion would like the Board's feedback on the scope of work and recommended scheduling a meeting with ERBM prior to our meeting on April 5<sup>th</sup>. The Board concurred.

Trustee Lockwood, referring to an email from Administrator Etheridge, which indicated the details of the project were not the focus for GOCO. Etheridge replied that was correct, the rep did not have a lot of questions about the details of the project stating the grant will focus on how the project will positively impact the community as it is a community impact grant.

**MAYOR'S REMARKS** None.

## **OTHER BOARD BUSINESS**

Trustee Lockwood asked if the Town had received any of the Federal grant money available and whether staff had looked at all the grant opportunities available right now. Administrator Etheridge replied the Town did receive American Rescue Plan funding and will be using those funds for the Garfield Street water project estimated at \$566,040, as far as the other funding sources the Town currently has nothing that checks any of the boxes for these grant requirements.

Trustee Day said at the Commissioner's meeting today they directed their staff to look at defunding their voting machines based on inferred issues surrounding election fraud and would like the Town to pass a resolution or draft a letter for the mayor to sign prior to their next meeting stating the Town is in favor of keeping the ballot counting equipment because of how it may affect our future elections. The Board agreed.

## **ADJOURNMENT**

Mayor Borchard adjourned the meeting at 8:37 p.m.

  
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Kent A. Borchard, Mayor

Attest:

  
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Lisa Cook, Town Clerk