

RECORD OF PROCEEDINGS

The Regular Meeting of the Meeker Town Board was held Tuesday, June 20, 2023, at Town Hall.

Members Present

Mayor
Trustees

Borchard
Day
Gutierrez
Lockwood
Nielsen

Town Staff Present

Administrator
Town Clerk
Attorney
Comm. Dev./Planner
Police Chief
PW Superintendent

Etheridge
Cook
Massih (by phone)
Thomson
Thompson
Overton

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 except Trustees Jehorek and Kindall.

APPROVAL OF THE AGENDA

Mayor Borchard asked for changes to the agenda. A motion was made by Trustee Gutierrez to accept the revised agenda as submitted. Second by Trustee Nielsen. All ayes. Motion carried.

APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Gutierrez to approve the minutes of June 6, 2023, as presented. Second by Trustee Day. All ayes. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Nielsen to approve the disbursements dated June 20, 2023. Second by Trustee Gutierrez. All ayes. Motion carried.

PUBLIC PARTICIPATION

None.

NEW BUSINESS:

Consideration of Planning Commission Application from Amanda Smith. Planner Thomson introduced Amanda Smith and thanked her for showing an interest in the Planning Commission position. Thomson stated Ms. Smith's is the only application we have received since publishing the position and recommended to appoint her. Mayor Borchard thanked Ms. Smith for her interest and asked if there were any questions, upon hearing none he called for a motion to appoint Amanda Smith to the Planning Commission. Moved by Trustee Lockwood. Second by Trustee Day. All ayes. Motion carried. Planner Thomson said there will be a resolution for the Board at the next meeting to make the appointment official.

Consideration of donation request from Rio Blanco Fire District for 4th of July Fireworks display.

Rich Merriam representing the Fire District addressed the Board stating people come from all around the region to see our fireworks display, they are trying to keep it a good show and to do that they are asking for donations. Administrator Etheridge referred to the Request for Donation form of \$1,500 in the Board packets and referred to the spread sheet showing the Discretionary Funds balance where the fireworks are typically funded and earmarked by the Town every year. Mayor Borchard called for a motion to donate

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\$1,500 toward the 4th of July Fireworks display. Moved by Trustee Gutierrez. Second by Trustee Nielsen. All ayes. Motion carried.

OLD BUSINESS:

Consideration of Circle Park Meeker Riverfront construction RFP. Administrator Etheridge addressed the Board stating she had gone over all the changes they had requested with Mike Pierce of SWCA who sent those changes this afternoon and included: reducing the amphitheater steps from 10 to 8 inches both at the amphitheater and at the boulder river access, this was changed on the landscape plan and the specs; plans have been updated to reflect the existing barbed wire fence is to remain; the green strip on the north side of the 3rd Street parking area has been removed on both the grading and landscape plans; asphalt specifications, sub-base, compaction, etc. were added and the specs indicate 4 inches of asphalt; restrictions to the number of trips across the 5th street bridge was added in the RFP scope of work; no trees are to be removed at the 3rd Street location; and as requested by Trustee Jehorek the willow-planting specifications from the USACoE permit will be included in the design specifications for the RFP.

Etheridge said the revised timeline, if the RFP is approved tonight, has been included, those dates are reflected in the RFP, Mike Pierce will be present for the pre-bid walkthrough on July 10th and gives until the 14th for questions, with a proposal deadline of August 1st. Mayor Borchard asked for questions or comments. Trustee Lockwood asked if we received any concrete details for the ramps at the access points as there were no details at our last meeting and stated he wanted everyone to know we do have tree protection on designated trees at Circle Park, without this tree being on the plans we won't have anyone bidding on tree protection and we will be going on faith that the tree remains, also, did we get a plant species accurate check. Etheridge replied the plant species has not changed since the last version.

Mayor Borchard entertained a motion to approve the RFP with the specs as presented. Moved by Trustee Gutierrez. Trustee Nielsen said he would like to see the sidewalk details like Trustee Lockwood was talking about. Administrator Etheridge apologized for not correctly understanding the request for concrete specifications stating she didn't realize they would be different for the other two ramps and stated she will get the information from SWCA. Trustee Lockwood said what is on the plan is specific to the accessible river access ramp and there is nothing spelled out for the concrete ramps at 3rd or 10th Streets and explained this ramp needs a foundation because it is so heavy and it depends on the river, these things go down below the ground below frost and provide a foundation, the others are relying on compacted gravels because it is flat and graded, this one hangs in the air a little bit, it is big and heavy and needs to stay there awhile. Etheridge again apologized stating if there is more we need for the concrete at 3rd and 10th Streets I can get that information. Trustee Gutierrez asked can we approve the RFP contingent on the concrete specs being included. Trustee Day said that given their (SWCA's) performance so far, no.

Mayor Borchard restated there is a motion on the floor to approve the RFP and added it be contingent upon receiving the addition of the concrete specifications and called for a second to the motion. Second by Trustee Nielsen. Aye: Trustees Gutierrez and Nielsen. Nay: Trustees Day and Lockwood with Day adding because of their past performance I have no assurance they will get it right and won't approve without seeing it again. Mayor Borchard stated in the event of a tie he is allowed to vote as the tie breaker and voted aye, directing Etheridge to send out the RFP with those changes to the Board before publishing the RFP.

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STAFF UPDATES

Public Works Superintendent Overton reported at the Garfield waterline project the contractor is stuck about ¾ of the way under the box culvert, which means they will have to pull out the casing and start over a little deeper. Mayor Borchard asked if we have a date for the 11th and 12th Street paving project. Overton said we don't have an exact date, but he had heard from United and they will do our project when they start the Highway 64 project which begins at the end of July. Trustee Gutierrez asked if there would be mill tailings from the project that could be used on 2nd Street. Overton replied that once people back out from the parking area and start and stop the millings will fall apart. Gutierrez said they would pave their parking area if the Town would use the mill tailings. Overton reported during the month of May water consumption was down considerably, normally we pump between 22 and 25 million gallons, the last time it was this low was in 2018; nearly every street sign in Town, 375 to be exact, has been replaced, street painting will begin tomorrow, we are short staffed but will keep moving forward.

Police Chief Thompson reported his department received 325 calls for service during the month of May which resulted in six citations issued and three arrests.

Community Development/Planner Thomson stated her department update was included in the Board packets, in addition to that had been fielding a lot of questions and there are some large projects coming up next month; the housing assessment has begun with a community workshop scheduled for July 20th. Trustee Gutierrez asked what the variance at 274 Cleveland St. was for. Thomson replied it is to reduce the set back by five feet.

Town Clerk Cook reported she had been processing two liquor transfer applications; training the new Water Clerk, Jessica Perkins, is going very well; she has been working with MuniCode/Civic Plus to have the new Land Use Code codified and published to the Town's website and informed the Board due to Colo. CPA experiencing software issues the audit presentation will be delayed until the second meeting in July.

Administrator Etheridge reminded the Board at the first meeting in January they approved a grant application to CDOT for \$150,000 under the Revitalizing Main Street Program to fund the replacement of the downtown streetlights, she received notice last week that this grant was approved, and she will be meeting with WREA to review specifications on the luminaires to create a bid invitation for procurement.

At the end of May Etheridge reached out to Coulter Aviation to ask what his availability would be for aerial spraying for mosquito control if the Board chose to go that route this year. Apparently, Lanny has retired from his aerial spraying operation and referred all clients to Mountain Air Spraying in Craig. Lanny's comments were that Mountain Air was not interested in spraying for the Town, and that their schedule was full. Etheridge said she could continue to reach out to them if the Board would like to pursue that route, however she had spoken with the County Public Health Department, and they are offering free mosquito dunk packets which are non-toxic, safe for children and pets and they come with information sheets. They have given out a hundred so far and have another 200 on order. If the Board agrees, I would like to work in concert with the County to make sure these are available to all citizens by using the budget we have for pest control and invest in another 200 of these packets to be available at Town Hall, as well as additional supply for Public Works to use in public areas. The Board concurred to purchase the dunks with the Mayor suggesting we run something in the newspaper explaining why we won't be spraying this year.

Administrator Etheridge pointed out July's first Tuesday meeting falls on a holiday (July 4th) this year and proposed cancelling the first regularly scheduled Board meeting in July and replacing that with a Capital Planning workshop the following week, on Tuesday July 11th. The Board concurred.

Attorney Massih had nothing to report.

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MAYOR'S REMARKS

Mayor Borchard stated he and Administrator Etheridge participated in the Wolf Creek Reservoir update and were informed there will be a lot of studies and the permitting process had been delayed because of a recent US Supreme Court case which has redefined the waters of the US. They did not give us a time frame, but it appears it could be years.

OTHER BOARD BUSINESS

Trustee Day asked if the Town had received the GOCO grant, Administrator Etheridge replied yes, it had been approved on June 14th. Mayor Borchard asked if we know the time frame on when it must be spent. Etheridge replied she did not but will be meeting with our GOCO representative later to work out the details. Trustee Lockwood asked for the list of companies the Circle Park RFP will be sent to and pointed out the No Trespassing signage on the Prosenca's property at the end of Second Street was gone. Etheridge replied if it is gone the property owner must have taken them down, we did place a "Not a Through Street" sign at that location last year.

ADJOURNMENT

Mayor Borchard adjourned the meeting at 7:46 p.m.



Kent A. Borchard, Mayor

Attest:



Lisa Cook, Town Clerk