

RECORD OF PROCEEDINGS

The Regular Meeting of the Meeker Town Board was held Tuesday, August 1, 2023 at Town Hall.

Members Present	Mayor Pro-Tem Trustees	Day Gutierrez Kindall Nielsen Lockwood
Town Staff Present	Administrator Town Clerk Admin Asst	Etheridge Cook Pakuer

CALL TO ORDER

Mayor Pro-Tem Day called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

ROLL CALL

All Board members were present except for Mayor Borchard and Trustee Jehorek

APPROVAL OF THE AGENDA

Mayor Pro-Tem Day asked for changes to the agenda. A motion was made by Trustee Kindall to accept the agenda as submitted. Second by Trustee Nielsen. All ayes. Motion carried.

APPROVAL OF THE PREVIOUS MINUTES

A motion was made by Trustee Kindall to approve the minutes of July 18, 2023 as submitted. Second by Trustee Gutierrez. All ayes. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Kindall to approve the disbursements dated July 31, 2023. Second by Trustee Lockwood. All ayes. Motion carried.

PUBLIC PARTICIPATION

None.

NEW BUSINESS

Proposal opening of Circle Park Meeker Riverfront. Administrator Etheridge stated that the Town had only one contractor at the mandatory site visit. Frontier Environmental was very interested in the project but was not able to put together a complete proposal due to not being able to get any sub-contractors for asphalt, sidewalks or curb and gutter. Even though United Companies is doing that kind of work in the area, their plant is being disassembled by end of August, so the timing is not right for this project. Frontier Environmental did state the project seems to be made up of two different aspects and suggested possibly splitting the project into two separate RFP's with river/bank work done in the fall at low water and then landscaping done in the spring. Etheridge suggested that the project's next steps will be the main topic of discussion with the ERBM Board of Director's at next week's joint meeting on August 8th at 7:00 pm.

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Presentation and Consideration of citizen request to use Ute Park for Disc Golf. Mr. Carly Anderson was present, asking the Board to consider utilizing Ute Park for a disc golf course. The goal is to collaborate with the Town of Meeker to install and maintain a family friendly, unique, and enduring community recreational resource. A deluxe 19-hole disc golf course with two sets of tees, professional signs and baskets can be purchased and installed for under \$30,000. Their plan is to ask for donations to help fund the project. Trustee Gutierrez asked if Mr. Anderson has been in contact with the ERBM, Mr. Anderson stated he had contacted them, and they suggested he approach the Town of Meeker first to see if Ute Park would be available and then come back for further discussion with ERBM. Trustee Nielsen inquired if this committee would help with expenses to provide facilities with port-a-potties, Mr. Anderson said they would. Administrator Etheridge pointed out it would be best for scheduling disc golf around already established events at Ute Park. After a lengthy discussion Administrator Etheridge suggested staff work with Mr. Anderson and bring back gathered information to the Board for further consideration; the Board concurred.

TOWN MANAGER'S REPORT

Review of Capital Plan draft budget for 2024. Administrator Etheridge provided an informational spreadsheet on 2024 Capital budget; the reflected data is what was gathered from the budget workshop in July. Mayor Pro-Tem asked whether the town should have the Chamber of Commerce Director as a potential employee in order to provide benefits; Town Clerk Cook stated that the Town could add that position under the umbrella of benefits on the CEBT policy without making them an employee. After a lengthy discussion the Board directed Etheridge to speak with Director Kobald and see what would be easiest for both the Chamber and the Town. Regarding other Capital budget items, Etheridge stated the Town will be looking into infrastructure grant funding to finish the Garfield water line.

Administrator Etheridge referenced the Long-Term Needs Capital Planning spread sheet which represented future needs to be kept on the radar. Etheridge has met with all department heads estimated potential future costs for long-term budget consideration. Once the Garfield water line project has been completed, the Town will then have to investigate replacing Hill St water line in 2025-2026 and then Park Ave water line replacement in 2027-2028. These timelines include prep time for engineering, legal services, planning, grant application, bid process, and all essential steps to get a project shovel ready. The Town's main water line project is set for 5+ years and discussion followed about the magnitude of the project. The chip seal project will begin with phase I in 2025 and then phase II in 2027. The Trustees instructed staff to push the Town Hall HVAC upgrade from 5+ years to 2024, and to adjust the line item for Town Hall from \$30,000 to \$150,000 in preparation for energy upgrades at Town Hall that might qualify for grant funding.

Etheridge requested the next Capital Planning workshop meeting to discuss budget adjustments for August 15th at 5:30 prior to the scheduled Board meeting; the Board agreed.

Review of PW Superintendent job description and succession timeline. Administrator Etheridge informed the Board that PW Superintendent Overton plans to retire at the end of the 2023 calendar year. Attached in the Trustee packets is the job description; the vacancy notice is to be posted in various advertising agencies on September 1– 29; starting of the candidate evaluation on October 2-13; the candidate consideration of job offering will be October 16-20; the new employee's date

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of hire being December 1st, the introduction and training will be December 1-29. Trustee Day requested rewording the Experience and Training section making it less limiting.

The Garfield Street water line main is complete and has passed chlorine testing this week, the samples went out for testing in Craig this afternoon. If it passes then the service lines can be connected.

Last Friday United Companies installed the first cement valley pan at 11th and Market. It will require a five day curing period, then they can open up that intersection and close down 12th Street to install that valley pan.

PW Superintendent Overton is out all this week on vacation. Chief Thompson is at the second LEEDA training this week in Eagle.

Skijor Board has decided to move the event back to the fairgrounds, stating that while they loved having the venue at Ute Park, the logistics were just too hard to figure out.

Levi completed the Sulphur Creek Ditch cleaning out Friday; the White River Alliance river clean-up will be held on August 19th. Per Etheridge's research last year, she believes there are varying opinions on what constitutes maintenance of the concrete apron at the mouth of the ditch. The Town is hesitant to make an annual habit of a labor- and equipment- intensive full cleanout that requires all hands-on deck and multiple vehicles, as well as permission from adjacent landowners to dump silt on their side when there is a school of thought that leaving the natural vegetation (including the silt) is beneficial to the drainage. Current maintenance includes removal of overgrowth and weeds and trash in the ditch, up to the mouth. Before considering a different and more resource-heavy approach Etheridge would prefer a more comprehensive study and expert opinion that the Town can use as justification for our maintenance plan.


OTHER BOARD BUSINESS

Trustee Kindall stated Kemmerer, WY will be switching to nuclear power, estimated to be done by year 2029 or 2030.

Trustee Nielsen informed the Board of the good turnout for the Sportsman's Club event, and they have scheduled a free sight in date for locals on August 19th.

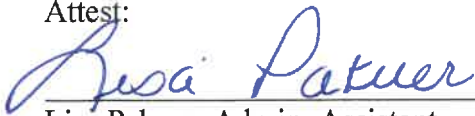
ADJOURNMENT

Mayor Pro-Tem Day adjourned the meeting at 8:39 pm.



Travis Day, Mayor Pro-Tem

Attest:



Lisa Pakuer, Admin. Assistant