

RECORD OF PROCEEDINGS

The Regular Meeting of the Meeker Town Board was held Tuesday, November 21, 2023, at Town Hall.

Members Present

Mayor

Borchard

Day

Jehorek

Kindall

Lockwood

Nielsen

Town Staff Present

Administrator

Etheridge

Town Clerk

Cook

Police Chief

Thompson

Comm. Dev./Planner

Thomson

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 for Trustee Gutierrez.

APPROVAL OF THE AGENDA

Mayor Borchard asked for changes to the agenda. Administrator Etheridge stated the donation request from Pioneers Medical Foundation for Gobble Wobble had been pulled, and because the Town had not received the second light for comparison she recommended postponing the bid award for the Downtown Lights but would like to update the Board. Trustee Kindall made a motion to approve the agenda as revised. Second by Trustee Day. All ayes. Motion carried.

APPROVAL OF THE PREVIOUS MINUTES

Trustee Nielsen made a motion to approve the minutes of November 7, 2023, as corrected. Second by Trustee Jehorek. All ayes. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

Trustee Lockwood made a motion to approve the disbursements dated November 21, 2023. Second by Trustee Kindall. Aye: Jehorek, Kindall, Lockwood and Nielsen. Abstain: Trustee Day on items 11 and 12 of the water fund for payment to Water Pump and Supply. Motion carried.

PUBLIC PARTICIPATION

None.

STAFF UPDATES

Police Chief Thompson reported for the month of October his department had received 197 calls for service resulting in three citations and four arrests and he had just filled the vacant officer position that has been open since January.

Public Works Supt. Willey reported 12,961,024 gallons of water were pumped during the month of October and his department had been trimming trees, servicing the trucks for snow plowing, there had been a water leak at the businesses on 6th Street where staff replaced the service line that had been there since the '60's, performing water system maintenance, and three applications had been received for the vacant public works position with interviews scheduled for the following week.

Clerk Cook reported the General Assembly convened a special legislative session to address the taxpayer's non approval of Proposition HH and SB23B-001 was signed by the governor today which reduces the valuation for assessment of certain properties; it appears the Town will not receive any backfill for lost revenue as our values increased over 15 percent and we are waiting to hear what the new deadlines for certifying our mill levy and

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – November 21, 2023

adopting the budget will be, most likely after the first of the year. Cook said she had also been working on the upcoming April 2nd election with nomination packets available January 2nd.

Comm. Development/Planner Thomson reported she had been finishing various planning applications, and had received a few new applications, working on Rohn Ridge and wrapping up the preliminary plat for the PUD.

PUBLIC HEARING

Consideration of Town of Meeker 2024 Budget. Mayor Borchard opened the public hearing at 7:09 p.m. Town Clerk Cook presented the budget as follows:

The budget is much the same as the October presentation except for the following changes: interest income was increased in all funds; an additional \$1,500 was added for the Main Street Program funding; Codification and records management line item increased by \$824 to cover price increases, also increased was software support by \$450; a Community Block Grant for PMC in the amount of \$395,355 was added and \$150,000 for Circle Park project per approval of the Board at the last meeting; and \$25,000 was added to Water Systems Development for software upgrades for Neptune meter reading equipment. Salaries and withholding decreased both in the General and Water funds to reflect actual salaries after hiring Tobey Willey as the new Public Works Superintendent.

Total budget for the GF is \$5,609,655 with \$3,336,350 budgeted for systems development, larger projects include: \$1,409,795 for Circle Park Riverfront project; \$395,355 for PMC equipment offset by Community Block grant; \$300,000 for School Street sidewalks; \$150,000 for Town Hall HVAC & lighting; \$140,000 for Housing & Infrastructure feasibility studies, 2nd St. engineering and possible ADU incentives; \$100,000 for 3rd Street facilities upgrades; \$100,000 to repair sections of Main, Garfield and Cleveland Streets; \$69,000 for vehicle replacement and equipment in the PD; \$50,000 for vehicle replacement in Public Works; \$79,550 for ongoing support of the Chamber incl. health insurance for the director. \$1,455,040 of reserves will be required to balance the General Fund as presented.

The budget for the WF is \$1,357,238 of which \$695,162 has been budgeted for capital improvements that in addition to capital maintenance include: \$150,000 for Fluoride system equipment; \$200,000 for Garfield St. water line replacement in addition to \$95,162 remaining American Rescue Plan Funds for the project; \$150,000 for 7th Street overflow line; \$25,000 for Neptune software upgrade. \$560,438 of reserves will be required to balance the Water Fund

The mill levy has been set at the full mills of 9.781 based on \$27,658,250 gross assessed valuation generating \$270,525 in property tax. Typically, the mill levy must be certified to the County and the budget adopted by the Board prior to Dec. 15th, we are awaiting notification by the State of the new deadlines due to the legislative action regarding Proposition HH which will push the deadline to certify to after the beginning of the year.

The 2024 beginning fund balance in the GF is estimated at \$7,922,520.74 with the ending balance for that year estimated at \$5,012,440.74 and 2024 beginning fund balance in the WF is estimated at \$1,191,181.21 with the ending balance for that year estimated at 630,743.21.

Mayor Borchard asked for comments from the public and the Board, upon hearing none, closed the public hearing at 7:14 p.m. and called for a motion to accept the 2024 budget as presented. Moved by Trustee Kindall. Second by Trustee Nielsen. All ayes. Motion carried.

Consideration of Special Event Liquor License for MACC for Skijor. Mayor Borchard opened the public hearing at 7:15 p.m. Clerk Cook stated the application is to license the grandstands at the RBC Fairgrounds on December 30th and 31st, Shana Holliday representing MACC is present, food concessions will be available, IDs will be checked at the time of sale, permission has been received by the RBC Commissioners to use the property, the public hearing was advertised, the property posted and it is staff's recommendation to approve the license. Mayor Borchard asked for questions or comments, upon hearing none closed the public hearing at 7:16 p.m. and

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – November 21, 2023

called for a motion to approve the Special Events Permit for Meeker Arts and Cultural Council. Moved by Trustee Lockwood. Second by Trustee Jehorek. All ayes. Motion carried.

NEW BUSINESS

Consideration of Donation request from Meeker Skijor. Megan Davis, Sabine Murray and Trudy Burri were present representing Skijor. Ms. Davis made the request of a \$5,000 donation to be used for advertising, general purpose items and payout of prizes stating data from the last few years indicate there were approximately 400 spectators on Saturday and 300 on Sunday and 110 teams with seventy-five percent being from out of town, the hotels reported max capacity and the restaurants were busy, adding the committee is appreciative of the Town's previous support. Mayor Borchard asked if the Board had any questions. Administrator Etheridge said if the Board approved the request, it was her recommendation to fund it from the Marketing and Economic Development line item in the Systems Development budget. Trustee Lockwood asked if the Town will be providing in-kind services in addition to the \$5,000 monetary support. Ms. Davis replied yes if the Board approved. Trustee Day asked if in 2021 when Skijor had been cancelled if that money had been carried forward to the next year with Ms. Davis confirming that it had.

Hearing no further comments, Mayor Borchard entertained a motion to approve Skijor's request for \$5,000. Moved by Trustee Lockwood. Second by Trustee Nielsen. All ayes. Motion carried.

Consideration of Resolution No. 08-2023 to approve Preliminary Plat for Rohn Ridge PUD. Administrator Etheridge stated per the Town's code the Board is required to approve the preliminary plat by resolution which has been prepared to include the conditions discussed at the last meeting as well a clause regarding approval of the water rights for the Sheridan Ditch. Trustee Lockwood asked at what point the applicant pays for the outside services. Etheridge replied there was an example of that on disbursements the Board approved earlier for Mountain Cross Engineering, the developer provides a deposit, and the bills are paid from it. Trustee Day said during the last discussion we asked Attorney Massih about the covenants. Administrator Etheridge stated Attorney Massih will be reviewing those requirements which will be incorporated into the final SIA.

Mayor Borchard called for a motion to approve Resolution No.08-2023. Moved by Trustee Lockwood. Second by Trustee Jehorek. All ayes. Motion carried.

Consideration of Resolution No. 09-2023 to establish Emergency Reserve for Fiscal Year 2024 General Fund. Administrator Etheridge stated the resolution establishes an emergency reserve required by State statute of not less than three percent of prior fiscal year funding in the amount of \$110,650. Mayor Borchard asked for comments, hearing none called for a motion to approve Resolution No. 09-2023 establishing an Emergency Reserve for 2024. Moved by Trustee Lockwood. Second by Trustee Day. All ayes. Motion carried.

Consideration of Resolution No. 10-2023 authorizing the Town of Meeker to conduct a mail-in ballot election on April 2, 2024, establishing the voter precinct, and appointing an election official. Administrator Etheridge said the resolution is required in anticipation of the April 2nd election and establishes it as mail-in Ballot election, appoints the Town Clerk as the election official, and establishes the town boundaries as the voting precinct. Mayor Borchard asked for questions, upon hearing none called for a motion to approve Resolution No. 10-2023 establishing the 2024 election as mail-in ballot, appointing the Town Clerk as the designated election official and establishing the boundaries of the Town as the voting precinct. Moved by Trustee Kindall. Second by Trustee Jehorek. All ayes. Motion carried.

Consideration of Resolution No. 11-2023 authorizing Town Clerk to appoint election judges and personnel. Administrator Etheridge stated the resolution allows the Town Clerk to appoint judges and other personnel for the election. Mayor Borchard called for a motion to approve Resolution No. 11-2023 authorizing the Town Clerk to appoint election judges and personnel. Moved by Trustee Nielsen. Second by Trustee Lockwood. All ayes. Motion carried.

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – November 21, 2023

Consideration of DOLA Energy Impact Tier I grant application for Circle Park Riverfront project.

Administrator Etheridge said the item is a formality to submit for the grant application and does not need to be by resolution only noted in the minutes that the Board has approved the application. The Tier I maximum amount is \$200,000; the due date is December 1st with notification of the award in March. Mayor Borchard called for a motion to approve the application for a Tier I Energy Impact grant for the Circle Park Riverfront project. Moved by Trustee Kindall. Second by Trustee Nielsen. All ayes. Motion carried.

OLD BUSINESS

Bid award for Downtown Lights. Administrator Etheridge said she had hoped to be asking the Board to look at which of the two downtown lights you preferred but the second sample wasn't delivered until today and we discovered the first sample we received from Ducey's electric was not the correct one, once we receive the correct sample Public Works will work with WREA to get them installed for the Board to determine which one is preferred. Lockwood asked why so many of the lights are out downtown. Etheridge replied the lights are out because no replacement parts are available, thus the need for this project.

MANAGER'S REPORT

Administrator Etheridge reported Town Hall will be closed on Thursday and Friday for the Thanksgiving holiday. Mayor Borchard asked if the engineering and records had been received from SWCA. Etheridge replied she had spoken with SWCA Director of Engineering, who had received the letter of termination of the contract and they are gathering all of the deliverables which should be delivered by tomorrow, in the meantime Etheridge is working with three other contractors who can provide project oversight, and Attorney Massih is working on an agreement.

MAYOR'S REMARKS

None.

OTHER BOARD BUSINESS

Trustee Lockwood asked for an update from the County regarding the status of the wild land fire mitigation project. Planner Thomson said she has not heard from the County.

Trustee Kindall asked if we had a timeline on completion of the pump track at Ute Park. Administrator Etheridge replied no, but that all the posts have been placed and the wire is lying next to them and could be placed quickly. Trustee Lockwood said he had been at the park, and it was good to see kids, with helmets, using the track.

ADJOURNMENT

Mayor Borchard adjourned the meeting at 7:41 p.m.



Kent A. Borchard

Attest:



Lisa Cook, Town Clerk