

RECORD OF PROCEEDINGS

The Regular Meeting of the Meeker Town Board was held Tuesday, March 19, 2024, at Town Hall.

Members Present	Mayor	Borchard Day Gutierrez Jehorek Lockwood Nielsen
Town Staff Present	Town Clerk Admin Asst Attorney Comm. Dev./Planner	Cook Pakuer Massih 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 Kindall.

APPROVAL OF THE AGENDA

Mayor Borchard asked for changes to the agenda. A motion was made by Trustee Gutierrez 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 Nielsen to approve the minutes of March 5, 2024 as submitted. Second by Trustee Gutierrez. All ayes. Motion carried.

APPROVAL OF MONTHLY DISBURSEMENTS

A motion was made by Trustee Lockwood to approve the disbursements dated March 19, 2024. Second by Trustee Nielsen. All ayes. Motion carried.

PUBLIC PARTICIPATION

Update from Matt Solomon from the Northwest Colorado Energy Initiative. Town Clerk Cook introduced Mr. Solomon representing the NW Colorado Energy Initiative (NCEI). Solomon stated he is helping with NW Energy Initiative program, which is operating under the umbrella of Associated Governments of Northwest Colorado (AGNC). Two years ago, Senator Rankin began this initiative with the idea of doing a feasibility study, including the cooperative effort of the effected communities that will be preparing for the transition away from oil and coal. The State has now decided to do the feasibility study on their own, stating they are not sure what to survey and educate the public on. Solomon stated NCEI decided to pursue federal funding, which will include doing surveys and educational outreach within the region. In February the NCEI received one hundred thousand dollars from the Department of Energy (DOE) to go towards the survey process setting a baseline for where the public is on basic knowledge. There is an application in to the DOE for a second grant which will include working with Tri-State and Trapper Mine, helping the public to see what issues the communities will be facing. Solomon stated NCEI wants to include Meeker in these surveys because Meeker will be affected too. Solomon will be the grant navigator for AGNC, commenting that the fact is the state has shut down NCEI as far as receiving any Energy Initiative money; the funding will now come from the DOE. To paint a true picture for the DOE, NCEI needs to know what projects

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – March 19, 2024

Meeker currently has and will have in the future, Administrator Etheridge will be working on this with Solomon. Mayor Borchard requested that the Town of Meeker be on the NCEI involvement list. Mr. Solomon stated that of the sixteen million dollars allocated to spending for communities, more than ten percent of that is being spent on administrative costs. The Board thanked Mr. Solomon for coming and is looking forward to working with NCEI.

STAFF UPDATES

Community Development Director/Planner Thomson reported each Trustee had the project list in their packet. Thomson attended the Building Better Places training in Glenwood Springs which included a lot of brainstorming and planning to get the Town to some achievable goals in the near future.

Town Clerk Cook said the election ballots were mailed, there were 1,512 mailed out and so far, 158 have been returned, voters have until April 2nd to return completed ballots. The overseas ballots went out the first part of February.

Town Attorney Massih stated she has been working on Ordinances and Agreements. There is no court in March.

PUBLIC HEARING

Consideration of:

- ***Resolution #02-2024 Adopting Findings of Fact for the Annexation of a Portion of Area Sometimes Known as the Conrado Property and Ordinance***
- ***Ordinance #02-2024 Annexing a Portion of Area Sometime Known as the Conrado Property.***
- ***#03-2024 Approving a Map Amendment to the Town of Meeker Zoning Map for the Conrado Annexation.***

Mayor Borchard opened the public hearing at 7:18 pm and thanked Dan and Ellen Conrado for being present. Comm Dev./Planner Thomson stated a Petition for Annexation for the Conrado Annexation has been submitted to the Town of Meeker. The Petition was submitted by Daniel and Ellen Conrado and Joe and Kelly Conrado. The applicants are being represented by Betty Kracht.

The Petition includes approximately 0.15 acres, including public right-of-way. The subject property contains area within two separate lots and both are currently zoned Agricultural by Rio Blanco County. No additional uses or significant changes to the existing uses are being proposed at this time.

On February 6, 2024 the Town of Meeker Board of Trustees approved Resolution #01-2024 finding that the Petition for Annexation of the Conrado Annexation was in substantial compliance with CRS §31-12-109 and other provisions of the Municipal Annexation Act of 1965. Upon finding substantial compliance, staff has completed the following review and notifications as required by the Annexation Act:

- Notification of the public hearings was posted in the Rio Blanco Herald Times on February 15, 22, 29, 2024 and March 7, 2024
- Notification was sent to Rio Blanco County and other special districts on February 14, 2024
- Notices were mailed to adjacent property owners on February 14, 2024
- The property was posted on February 29, 2024
- An Annexation Impact Report is not required according to CRS §331-12-108.5(1) because the property is under ten acres.

No comments were received from Rio Blanco County, special taxing districts, adjacent property owners or the general public regarding this application.

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – March 19, 2024

Town staff has reviewed the petition and other submitted materials and believe the application to be in compliance with the provisions of the Annexation Act.

As outlined in the Annexation Act, a Petition for Annexation must meet the following criteria:

- Being submitted by a minimum of 50% of property owners owning more than 50% of the area petitioned to be annexed and have applicable contact information.

This Petition for Annexation received 100% of the property owners owning 100% of the area to be annexed.

- Submit an Annexation Map containing the required information.

An Annexation Map was submitted with the Petition for Annexation and appears to be in compliance with the criteria, a summary was included in the board packet.

- The property must be eligible to be annexed to the Town by meeting the following criteria:
 - o Not less than one-sixth of the perimeter of the area proposed to be annexed is contiguous to the annexing municipality.
 - o A community of interest exists between the area being proposed for annexation and the Town.

The property exceeds this minimum of contiguous perimeter to the Town of Meeker as demonstrated on the contiguity table on the Annexation Map

The intention of the subject area is to be consolidated with the Meeker Highland Cemetery and creates a community of interest with the Town of Meeker.

Staff, including the Planning Department, Administration, and Town Attorney, do not foresee the need for an Annexation Agreement as there are no special provisions, allowances, terms or conditions related to the project.

If the annexation is approved the property will be located within the Town's jurisdiction and initial zoning must be applied to the property. Town of Meeker zone district that is most compatible with the intended lot line consolidated is the Community Facilities zone. Granting an initial zoning of the Community Facilities would be most consistent and efficient while transitioning the property from Rio Blanco County to the Town of Meeker. This zoning classification and existing uses are consistent with the Future Land Use Plan within the Town's Comprehensive Plan.

The Board of Trustees will provide action on the following items:

Resolution #02-2024: *Adopting Certain Findings of Fact that the Annexation for a Portion of Area Sometimes Known as the Conrado Property*

Ordinance #02-2024: *Annexing a Portion of Area Sometimes Known as the Conrado Property*

Ordinance #03-2024: *Approving a Map Amendment to the Town of Meeker Zoning Map for the Conrado Annexation*

The Planning Commission voted unanimously, by a vote of five (5) in favor and zero (0) against, for the following recommendations:

- *Annexation:* Recommend approval of the Petition for Annexation to the Town Board of Trustees.

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – March 19, 2024

- *Initial Zoning*: Recommend approval of the Community Facilities zoning to the Town Board of Trustees.

Town staff concurs with the recommendation, and Betty Kracht is present representing Conrados. Mayor Borchard asked for comments or questions. Hearing none he closed the public hearing at 7:23 pm and called for motions on:

- Approval of Resolution #02-2024 Adopting Findings of Fact for the Annexation of a Portion of Area Sometimes Known as the Conrado Property and Ordinance. Moved by Trustee Nielsen. Seconded by Trustee Gutierrez. All ayes. Motion carried.
- Approval of Ordinance #02-2024 Annexing a Portion of Area Sometime Known as the Conrado Property. Moved by Trustee Jehorek. Seconded by Trustee Lockwood. All ayes. Motion carried.
- Approval of Ordinance #03-2024 Approving a Map Amendment to the Town of Meeker Zoning Map for the Conrado Annexation. Moved by Trustee Lockwood. Seconded by Trustee Nielsen. All ayes. Motion carried.

Consideration of Ordinance #04-2024 Disconnecting Certain Real Property for a Portion of Territory Sometimes Known as the Meeker Highland Cemetery. Mayor Borchard opened the public hearing at 7:25 pm. Comm. Dev/Planner Thomson stated the Meeker Cemetery District has submitted an application to disconnect a portion of the Meeker Highland Cemetery from the Town of Meeker jurisdiction. The subject property is approximately 1.16 acres.

Following the procedures outlined in CRS §31-12-501, notice of the application was provided to Rio Blanco County Board of County Commissioners. The Board of County Commissioners reviewed the application and did not request a meeting with the applicant or Town of Meeker.

If disconnect is granted the intention for the property is to be consolidated following Rio Blanco County regulations.

The Board of Trustees provide action of the following items:

Ordinance #04-2024: Disconnecting Certain Real Property for a Portion of Territory Sometimes Known as the Meeker Highland Cemetery

Town staff recommends approving the disconnection of the subject area and foresees no negative impacts on the Town and Betty Kracht is present representing the Meeker Highland Cemetery.

Mayor Borchard asked for any questions or comments. Hearing none he closed the public hearing at 7:27 pm and called for a motion to approve Ordinance #04-2024 Disconnecting Certain Real Property for a Portion of Territory Sometimes Known as the Meeker Highland Cemetery. Moved by Trustee Nielsen. Seconded by Trustee Lockwood. All ayes. Motion carried.

Consideration of Ordinance #05-2024 Amending the Municipal Code Title 18 – Subdivisions and Zoning. Mayor Borchard opened the public hearing at 7:28 pm. Comm. Dev/Planner Thomson stated that on March 5th the Board discussed amendments to the Meeker Municipal Code Title 18 – Subdivision and Zoning. Included in the packet is the red line version so the Board can see the changes being recommended. In addition, staff found one more mistake that needed to be fixed in the Minor Subdivision section. Mayor Borchard asked for any questions or concerns. Hearing none he closed the public hearing at 7:30 pm and

RECORD OF PROCEEDINGS

Regular Meeting of the Town of Meeker – March 19, 2024

called for a motion to approve Ordinance #05-2024 Amending the Municipal Code Title 18-Subdivisions and Zoning. Moved by Trustee Nielsen. Seconded by Trustee Gutierrez. All ayes. Motion carried.

NEW BUSINESS

Bid award for Crack Fill Street Project. Town Clerk Cook stated at the March 5th meeting two bids were opened: Sealco in the amount of \$68,000.00 and Rocky Mountain Asphalt in the amount of \$45,000.00. Specs were all met and staff's recommendation is to award the bid to Rocky Mountain Asphalt in the amount of \$45,000.00. Mayor Borchard called for a motion to award the Crack Fill Street Project to Rocky Mountain Asphalt in the amount of \$45,000.00. Moved by Trustee Lockwood. Seconded by Trustee Nielsen. All ayes. Motion carried.

MANAGER'S REPORT

None.

MAYOR'S REMARKS

None.

OTHER BOARD BUSINESS

Trustee Lockwood stated that the Colorado River District is having a State of the River meeting next Tuesday and it would be a great meeting to attend, but reservations are required. Town Clerk Cook suggested a posting of Board quorum in case three or more Board members choose to attend.

Trustee Gutierrez stated a street sign at Pioneers Medical Center is misspelled. It is currently called Wall Bridge and it should be Walbridge. Trustee Day requested a street sign off Highway 13 for Curtis Creek Road. Town Clerk Cook will look into both of these requests.


ADJOURNMENT

Mayor Borchard adjourned the meeting at 7:36 pm.



Kent Borchard, Mayor

Attest:


Lisa Pakuer, Admin Asst