

# RECORD OF PROCEEDINGS

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The Regular Meeting of the Meeker Town Board was held Tuesday, April 16, 2024, at Town Hall.

Members Present	Mayor	Borchard Day Jehorek Kindall Lockwood Nielsen
Town Staff Present	Administrator Town Clerk Attorney Police Chief Comm. Dev./Planner	Etheridge Cook Massih Thompson 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 Trustee Gutierrez.

## APPROVAL OF THE AGENDA

Mayor Borchard asked for changes to the agenda. Trustee Nielsen made a motion to approve the agenda as presented. Second by Trustee Jehorek. All ayes. Motion carried.

## APPROVAL OF THE PREVIOUS MINUTES

Trustee Kindall made a motion to approve the minutes of April 6, 2024, as corrected. Second by Trustee Jehorek. All ayes. Motion carried.

## APPROVAL OF MONTHLY DISBURSEMENTS

Trustee Jehorek made a motion to approve the disbursements dated April 16, 2024. Second by Trustee Lockwood. Aye: Trustees Jehorek, Kindall, Lockwood and Nielsen. Trustee Day abstained, item 13 in the Water Fund is a payment to Water Pump & Supply, his family's business. Motion carried.

## PUBLIC PARTICIPATION

None.

## STAFF UPDATES

Public Works Superintendent Willey reported during the month of March 10,726,912 gallons of water were pumped, his department had been street sweeping to get ready for crack seal project, finished the downtown light installation, and flushing fire hydrants. Supt. Willey and Water Operator Kilduff spent a week in Loveland at Colorado Rural Water Association Annual Convention and training, Willey plans to share new program ideas with the Board at a future date.

Police Chief Thompson reported during the month of March his department responded to 232 calls for service resulting in nine citations and two arrests. Thompson also commented that his department had been down two officers with one on parental leave and the other attending K-9 training.

Community Development Director Thomson stated the Building Department update for the first quarter was included in the Board packets as well as a Building and Real Estate update. Thomson reported she had

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also been working with Uplift Meeker designing the overhead banner for Market St. which they hope to have installed by May.

Town Clerk Cook stated the election returns were canvassed last Thursday and the final tally was: Travis Day received 357 votes for Mayor; votes received for Trustees: Aubree Perry 77, Kathleen Sizemore 366, Charles Day 225, Trishia Granahan 154 and Jessica Browning 278. Ballots were mailed to 1,512 active voters with 475 returned.

Cook also presented the 1<sup>st</sup> Quarter Financial Report as follows: cash and investments for all funds total \$9,634,797.85; designated or restricted funds total \$2,038,516 for both the General and Water funds. Operation and maintenance for this quarter shows a positive of \$81,480.57 in the general fund and a loss in the water fund of \$22,066.42. Each department's expenses should be at 25% for at this time. Some departments are over because annual premiums for liability insurance, workers comp, dues and software support are all paid in the month of January. First quarter figures also include revenue and expenses paid in January for the prior year. The 2023 audit is scheduled for the end of this month, year-end adjustments will be made once the audit is complete.

Town Attorney Massih reported she helps as needed but had nothing particular to report.

## **OLD BUSINESS**

***Consideration of MOU with Rio Blanco County to cooperate regarding the Watershed Protection District.*** Administrator Etheridge stated the discussion regarding the memorandum of understanding (MOU) began a little over one year ago when the Town updated their permit fees and the application for development within the Watershed Protection District. At that time, the Board requested staff reach out to the County to come up with an agreement on how that relationship would work for the purpose of planning and regulating the development of land within the protection district. Etheridge said we have finally agreed on language that works and the County Commissioners approved the MOU at their meeting last week, this solidifies the permitting process and will be recorded for posterity's sake. Mayor Borchard asked for any questions, hearing none he called for a motion to approve the MOU between Rio Blanco County and the Town of Meeker Watershed Protection District. Moved by Trustee Lockwood. Second by Trustee Jehorek. All ayes. Motion carried.

## **MAYOR'S REMARKS**

Mayor Borchard said he was grateful for the privilege to be Meeker's Mayor for the past four years and very proud of how this Board has conducted business, the discussions have been very respectful, and we have made very good decisions over the past four years. Mayor Borchard also said the Town is very fortunate to have the staff we do, thanking Planner Thomson for her work on the Land Use Code and Administrator Etheridge for keeping him out of trouble. Borchard said a lot of time has been spent on the plans for developing the river corridor and hopes the Board will continue to see that project happen, and the housing assessment provided by Ayers & Assoc. who will be coming back to the Board with an action plan. My hope is that the new board will continue to work on the unfinished projects, as well as develop a plan for Ute Park, and continue to support the efforts of the Chamber of Commerce who supports our business community. Mayor Borchard stated he would really like to see our community continue to work to make Meeker a place our children want to return to.

***Break to recognize outgoing Board Members, Mayor Borchard and Trustees Gutierrez and Kindall.***

## **NEW BUSINESS**

***Swearing in and Seating of newly elected Mayor and Trustees.*** Town Clerk Cook administered the Oath of Office to newly elected Mayor, Travis Day and Trustees Jessica Browning, Charles Day, and Kathleen Sizemore.

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**Consideration of Resolution #03-2024 appointing a Mayor Pro-Tem.** Administrator Etheridge stated the first order of the new Board is to nominate a Mayor Pro-Tem who will serve in the Mayor's absence. Trustee Neilsen made a motion to appoint Trustee Lockwood as Mayor Pro-Tem. Second by Trustee Jehorek. All ayes. Motion carried.

**Consideration of Resolution #04-2024 appointing Town Officers.** Mayor Day asked the Board if there was any discussion regarding the appointment of new officers. Administrator Etheridge stated all officers were willing to serve again. Mayor Day called for a motion to approve Resolution 04-2024 appointing Town Officers as follows: Mandi Etheridge as Town Administrator, Treasurer and Deputy Town Clerk, Lisa Cook as Town Clerk, Edward Thompson as Marshal (Chief of Police), Melody Massih as Town Attorney and Jay Edwards as Municipal Judge. Moved by Trustee Sizemore. Second by Trustee Lockwood. All ayes. Motion carried.

### **MANAGER'S REPORT**

Administrator Etheridge reported that last November, our water attorney, Ed Olszewski reached out to the Town to let us know he would be filing our application for continued reasonable diligence for our water wells five through eight. Etheridge said because the water rights on these four wells are still conditional, to maintain the water rights on these wells the Town must file an application for diligence every six years to demonstrate to the water court that it is taking steps to ultimately place the water to beneficial use. The deadline for this filing is the end of this month and Supt. Willey and Water Operator Kilduff have worked with Clerk Cook to get the required additional information necessary for a successful filing. Etheridge said at this time Attorney Olszewski is requesting the Board reaffirm its intent to maintain diligence for our well rights, meaning that we intend to continue to use the water for beneficial use for municipal purposes. Etheridge requested a motion stating the Board intends to maintain diligence for our water right for wells five through eight. Moved by Trustee Lockwood. Second by Trustee Nielsen. Trustee Sizemore asked if there was a requirement for the Town's other wells. Administrator Etheridge stated the remaining wells were no longer conditional. Mayor Day added that a few years ago the State abandoned some of our junior rights, but it should not affect this as the wells are adjudicated with senior rights. Etheridge said Attorney Olszewski will file the paperwork with the courts and a judge will make a determination. All ayes. Motion carried.

Etheridge distributed training materials to all Board members, briefly explained the contents and asked the Board for the next three meetings to convene at 6:30 for training sessions.

### **MAYOR'S REMARKS**


Newly elected Mayor Travis Day said he is looking forward to working with the new Board and continuing the current projects.

### **OTHER BOARD BUSINESS**

Trustee Lockwood thanked Mayor Day for the eight years he served as Trustee.

### **ADJOURNMENT**

Having no further business, Mayor Day adjourned the meeting at 7:37 p.m.

  
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Travis Day, Mayor

Attest:

  
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Lisa Cook, Town Clerk