

The Regular Meeting of the Meeker Town Board was held Tuesday, January 5, 2010 at Town Hall.

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| Members Present Trustees | Mayor | Etheridge Halandras Omer Cook Strate |
| Members Absent | | Mills Gerloff |
| Town Staff Present | Town Administrator Town Planner Town Clerk Chief of Police Public Works Super. Town Attorney Liquor Clerk Admin. Assist. | Day Smith Cook Hervey Overton Viscardi Sizemore Niemi |
| Citizens Present | Nikki Turner Dick Prosen | RB Herald Times Shonda Otwell ó Chamber Director |

CALL TO ORDER

Mayor Etheridge called the meeting to order at 7:00 p.m.

ROLL CALL

All Trustees present except Trustees Mills and Gerloff.

APPROVAL OF THE AGENDA

Mayor Etheridge asked if there were any changes to the agenda, with Day adding Departmental Updates.

A motion was made by Trustee Halandras to approve the agenda with the addition of Departmental Updates, seconded by Trustee Cook. All ayes, motion carried.

APPROVAL OF THE PREVIOUS MINUTES

Mayor Etheridge asked for changes or revisions to the minutes of December 8, 2009 with none noted.

A motion was made by Trustee Omer to approve the December 8, 2009 minutes seconded by Trustee Cook. All ayes, motion carried.

APPROVAL OF VOUCHERS

Mayor Etheridge asked for questions or comments regarding the vouchers dated December 22, 2009 with none noted.

A motion was made by Trustee Halandras to approve the vouchers dated December 22, 2009, seconded by Trustee Strate. All ayes, motion carried.

Mayor Etheridge asked for questions or comments regarding the revised set of vouchers dated December 31, 2009 ó January 5, 2010. Trustee Halandras inquired about Item #81 under the General Fund ó Lyan Tough K-9 Products for the K-9 Vehicle Insert ó Animal Control Truck and if it was part of the bid previously discussed or above the cost of the truck? Town Clerk Cook stated it was a mistake and had corrected it, explaining it was for the new K-9 Unit for the PD's new truck and should not state Animal Control truck. Trustee Halandras stated he

Regular Meeting of the Town of Meeker – January 5, 2010

was inquiring if it was in addition to what was previously approved for the new PD vehicle, with Administrator Day explaining the unit was in addition to what was approved for the cost of the vehicle. She stated Item #54 under the General Fund ó Jackson Creek Manufacturing ó Animal Control Portable Unit was for the Animal Control Truck adding when the State inspected the Town they stated a containment unit was needed for the back of the truck for when animals were picked up.

A motion was made by Trustee Strate to approve the revised set of vouchers dated January 5, 2010, seconded by Trustee Omer. All ayes, motion carried.

DEPARTMENTAL UPDATES

Police Department: Chief of Police Bob Hervey stated there were 196 calls; five Arrests, nine Traffic Summons, and 14 Criminal Summons. He added there were nine animal calls; five impounds and four released. Chief Hervey stated he didn't have the total statistics for 2009 but should have them for the next meeting.

Public Works: Public Works Superintendent stated Public Works Staff had been plowing and hauling snow as well as some insulating of the shop. He stated the new water tank recently painted was back in service, stating they had to wait until the paint was dry, odorless and tasteless, and was put back into service about two weeks ago. He added Dave Henderson had a knee replacement and was out about a month and Staff had been using up vacation time.

Planning Dept: Planner Smith stated several inquiries regarding variances were made but no formal applications had been submitted. She added there had been inquiries and submittals for sign permits. Planner Smith stated she had completed the online GIS course; receiving a 96 for a final grade. She stated the teacher wanted her to take the next level, adding it would be for someone wanting to go out and survey, take coordinate positions and create maps from the data collected. Planner Smith stated she didn't think it was the next level to go and would require her to attend class at Rangely. She added JSC Surveying was working on updating the Town of Meeker's map. Mayor Etheridge congratulated Planner Smith on the completion of her GIS course.

PUBLIC PARTICIPATION

Meeker Chamber of Commerce Update: Chamber Director Shonda Otwell stated the Chamber booklet had gone to publication and would be out in February. She stated they were working on the upcoming annual dinner scheduled February 11, 2010 and other events lined up for the new year. She added they were working on changes; i.e. the Tourism Seminar was moved from late July to May as she felt it was "after the fact" having it in July. Mayor Etheridge inquired if the Tourism Seminar was for Chamber members and merchants/businesses with Ms. Otwell stating yes; to assist them in gearing up for the tourist season and look at marketing techniques to attract and service tourists. Ms. Otwell stated the Chamber was working on two new events: 1) a Job Fair to be held in April with the school; working to attract businesses across the entire energy sector and local businesses and would like to have the Town participate as well as other local entities (i.e. County and Pioneers Hospital). Ms. Otwell stated the second event is a spring Tradeshow in late April or early May. She stated they were working to get retail businesses to participate in a mini trade show; to give local residents an idea of what they can get in Meeker as many people who live here don't know what they can get. Mayor Etheridge thanked Ms. Otwell for her update.

NEW BUSINESS

Liquor License renewal request from Watts Ranch Market, Inc. for 3.2 percent Beer Retail License (on/off premises).

Liquor Clerk Sizemore stated JC Watt (applicant) wasn't able to attend, but the paperwork and fees were in order. She stated there were 24 calls for service to the address, none related to alcohol and Staff recommended approval. Mayor Etheridge asked for questions or comments with none noted.

Regular Meeting of the Town of Meeker – January 5, 2010

A motion was made by Trustee Halandras to approve the Liquor License renewal request from Watts Ranch Market Inc for 3.2 percent Beer Retail License (on/off premises), seconded by Trustee Strate. All ayes, motion carried.

Discussion regarding April election options.

Town Clerk Cook explained that she had prepared a spreadsheet (which was included in the packets showing various dates and costs for the April Election). She said the Board needed to decide if a mail ballot or polling election would be used and further explained that if the Town chooses the mail ballot option, she would need to provide a plan to the Secretary of State no later than February 10, 2010. Clerk Cook explained the voter statistics relating to the Town's last election which was a mail ballot election and the polling place elections included in the spreadsheet. She noted that the 2008 election was close to the 1998 election with the number of voters and that both elections had a ballot issue in addition to the Board seats. She explained that the estimated cost for a mail ballot election would be \$9,167.50 compared to a polling place election at \$5,116.68. She said she had not included the cost of judges and public notices, which would be an expense added to both options. Mayor Etheridge thanked Clerk Cook for compiling the information, which she found very interesting and helpful. Clerk Cook explained that if the election was cancelled, due to no more petitioners applying for the vacant seats than there were vacancies, most of the expense of a polling place election could be saved. She said if a mail ballot election is chosen, the envelopes and sleeves for the election must be ordered prior to the deadline to cancel an election, requiring a \$4,000.00 expenditure, for the supplies, regardless of whether the election is cancelled or held, due to the last day for nomination petitions to be circulated is March 5th and the last date a write in candidate could file an affidavit is March 16th. Mail ballots must be mailed no later than March 22nd, with her goal to mail by March 19th leaving inadequate time to print the material once it is determined there will be an election. If the polling place election is held there is more time to print required material (and less material to print) resulting in less expended. Several Board members and the Mayor remarked that a polling place election should be chosen due to less expense and no ballot issue for the April election. Mayor Etheridge expressed her disappointment that more people don't vote in Town elections, but added that she didn't really think a mail ballot would improve the situation. She thought there should be more publicity with Trustee Halandras suggesting sending postcards reminding citizens to vote funded by savings in the cost of a polling place election.

Clerk Cook further reported that in other County wide mail ballot elections; voters had been given the option to request being placed on a permanent email in ballot list with Rio Blanco County. She stated the Town is not required comply but most municipalities are honoring those requests, which creates less confusion for the voter between the various elections and at the end of December, Meeker had 446 people who had asked to be placed on the permanent mail in ballot list. Mayor Etheridge clarified 446 ballots would be mailed out if they honored it, with Clerk Cook replying yes, at a cost of approximately \$320.00 utilizing the Town's absentee ballot process. The Board concurred to choose a polling place option for the upcoming April election and honor the registered voters who have registered with Rio Blanco County requesting permanent mail in ballots.

Update and discussion regarding Ennovate recommendations for energy upgrades to Town Hall.

Administrator Day reported Ennovate had come (two weeks ago) with an engineer to look at the facility again and provide better figures and she had also contacted Lunsford Mechanical (who does the maintenance) asking them to provide a rough estimate of the cost of a boiler but didn't have the information yet. Day also relayed to the Board her recent conversation with Ennovate regarding the proposed boiler and what was included in the price. She stated she had re-read the contract with Ennovate, stating the Town was to receive a draft audit report and thought the problem in not being able to make a decision might be lack of information and outlined for the Board what Ennovate was to provide per the contract. She stated Ennovate needed a decision, but she had gone through the information in great detail and didn't know what to recommend. Mayor Etheridge asked if the information they had now (in their packets) was the same information from December and hadn't changed? Day stated yes; the only change was the preliminary cash flow the Board requested during the discussion with Ennovate, and suggested if they moved forward with any of the work it would be more cost effective to use money the Town had in reserve,

Regular Meeting of the Town of Meeker – January 5, 2010

in reserve, than finance the project. The Board agreed it was confusing and discussion focused on the cost of two boilers; efficiency; the price including new boiler controls; cost savings and payout. Day recommended asking Ennovate for more detailed information on what exactly they would do. The Board concurred.

Update regarding construction of Ute Road and trails/sidewalks to new elementary school.

Administrator Day stated the design process was in motion and a phone conference was held (today) with the school engineers (Neenan and Mary Wohnrade) along with the Town's engineer regarding the box culvert. She explained the box culvert wasn't wide enough for two (2) eight foot sidewalks and an eight foot waiting lane, so they had asked the school's engineer if it would be possible to add width to the box culvert, but they weren't receptive to the idea. Day stated Stantec took another look at the plans and everyone has agreed the best method would be to install a raised sidewalk east of the Rec. District's driveway; directing children to cross at that point, walk across the box culvert on the north and up to the school as there will be a sidewalk coming to the box culvert on the north. Day stated Rob was looking at LED lights triggered to blink to warn people there were pedestrians. She added 40 percent of the plans would be completed by January 15th and as soon as they were received comments would be taken and sent back so the project stayed on schedule.

Trustee Omer inquired if the sidewalks going north and south on Sulphur Creek Road were part of the plan? Day stated no; they were separated out it as it was thought the Enhancement Grant funding could be used for the project and explained how it worked. She relayed to the Board her conversation with a CDOT representative, who stated the \$500,000.00 would not be available until July 1, 2010 and was unsure the construction timeframe for 2010 could be met. She stated they also discussed using the funding (\$172,000.00) to begin the design and complete the studies, then dovetailing the two pots of funding, but CDOT stated it wouldn't be possible adding if the Town did the design work with the funding it would be more expensive due to the required Federal processes. Day stated the options were: use the money and not construct the sidewalks until 2011, or don't use the money and use it for a different project (i.e. 2nd Street and Garfield Street intersection); and build the sidewalks in 2010 with Town funds.

Day recommended if they went that way to add sidewalks back into the project for Ute Road on one side. Mayor Etheridge inquired if there were sidewalks in the Ute Road design with Day stating no; they were removed to downsize the project for the State. Mayor Etheridge stated she was hesitant about sidewalks along Sulphur Creek Road since it's unknown which path the children would take, and sidewalks should be kept on Ute Road, paid for by the Town. She added she was willing to wait on sidewalks for Sulphur Creek Road until the Town found out what type of improvements they wanted. Day stated they could start the processes beginning July 1, 2010 and build in 2011. Trustee Omer asked if the Ute Road project as it stood now at \$1.5 million didn't include sidewalks? Day stated the \$1.5 million had, but the Town didn't receive all the funding from the State so the project was downsized. Trustee Omer stated it would be helpful when the new drawings came back to look back at the old budget and the revised one. Day stated that could be done. Trustee Omer inquired if the roundabout would be constructed to have some extensions where the sidewalks would connect to it? Day stated yes and the crosswalks would still be installed. Trustee Strate asked if the raised crosswalks in the roundabout would lead to a sidewalk, with Day stating it would lead to the sidewalk on Ute Road but not Sulphur Creek Road. Trustee Strate stated he was concerned that there would be a walkway on the west side of Sulphur Creek where there would be no sidewalk; adding that through the whole process, the concern of the Board was pedestrian safety. Discussion focused on where the sidewalks would/would not be and where the children would have to cross even if there wasn't a sidewalk. Day stated the Town could afford the sidewalks, but may have to appropriate more reserve if the project was important to them. Mayor Etheridge asked if the sidewalks on Sulphur Creek Road were in the design? Day stated no it was a separate project. Mayor Etheridge asked Administrator Day if by the next meeting they could have more information regarding the design, cost estimates and take a look at the revised budget and if the Board decided to do the sidewalks on Sulphur Creek could they see the cost? Day stated she would obtain the requested information.

MAYOR'S REPORTS

Regular Meeting of the Town of Meeker – January 5, 2010

None

MANAGER’S REPORTS

Joint Meeting with Rangely: Day stated the joint meeting scheduled November 2009 with Rangely was postponed till January, and asked the Board if they would like to try to schedule a meeting in January or February? Mayor Etheridge asked if the meeting would be here or in Rangely with Day stating here. Mayor Etheridge stated they could try to schedule a meeting for later in January. Trustee Cook suggested meeting in March and August, with Mayor Etheridge inquiring if Rangely would be willing to wait until March to meet. Day stated she would speak with them suggesting it might be nice to schedule it on a 5th Tuesday as it wouldn’t interfere with either Townsøboard meetings. The Board concurred.

ATTORNEY’S REPORTS

None

OTHER TOWN BOARD BUSINESS

Trustee Cook stated she had received a phone call from Sammie Elder regarding the snow removal in the alley behind the post office. She stated she thought it had been decided it was the land ownersøresponsibility to remove the snow and asked if it was the Post Officeø responsibility to remove the snow versus pushing it into the alley? Day replied yes, and had spoken with Ms. Elder and the Post Master. She stated Mr. Overton stated the Post Office could push snow towards 6th Street, 7th Street or Main, but needed remove it and couldn’t push it onto private property, without the ownersøpermission.

ADJOURNMENT

Mayor Etheridge adjourned the meeting at 8:10 p.m.

Mandi Etheridge, Mayor

Attest:

Lisa Cook, Town Clerk