

The Regular Meeting of the Meeker Town Board was held Tuesday, May 4, 2010 at Town Hall.

Members Present Trustees	Mayor	Etheridge Halandras Cook Conrado Strate
Members Absent		Omer 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 Michelle Morgan Art Cox Sam Stranathan	RB Herald Times David & Ellene Meece Steve & Dee Cox Bill Jordon ó Meeker Lions Club

#### **CALL TO ORDER**

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

#### **ROLL CALL**

All Trustees present except Trustees Omer and Gerloff.

#### **APPROVAL OF THE AGENDA**

Mayor Etheridge asked if there were any changes to the agenda, with Attorney Viscardi requesting an Executive Session pursuant to C.R.S. 24-6-402(4) regarding potential litigation and providing direction regarding negotiations concerning the recent land transfer for the Ute Road project.

A motion was made by Trustee Halandras to approve the agenda with the addition of an Executive Session, seconded by Trustee Strate. All ayes, motion carried.

#### **APPROVAL OF THE PREVIOUS MINUTES**

Mayor Etheridge asked for changes or revisions to the Special Meeting minutes of April 15, 2010. She stated under the Harris Email paragraph, line four the word are, should be area.

A motion was made by Trustee Strate to approve the Special Meeting minutes of April 15, 2010 seconded by Trustee Halandras. Ayes ó Trustees Strate and Halandras. Abstain ó Trustees Cook and Conrado. Motion carried.

Mayor Etheridge asked for changes or revisions to the regular meeting of April 20, 2010 with none noted

A motion was made by Trustee Cook to approve the minutes of April 20, 2010, seconded by Trustee Conrado. All ayes, motion carried.

#### **APPROVAL OF VOUCHERS**

Mayor Etheridge asked for questions or comments regarding the revised set of vouchers dated April 30, 2010.

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Trustee Cook inquired about Item #66 under the General Fund ó Stantec, Preliminary & Final Designs for Ute Road and Sidewalk/Trails, asking if they were paid in full? Administrator Day stated about 95 percent of the plans and design for the sidewalks and Ute Road had been paid. Trustee Halandras asked what the total was to date, or was there more? Day stated the Town had paid more, but didn't remember how much, adding it was within the signed contracts. Day went on to say she and Public Works Superintendent Russell Overton would be handling the project most of the time and would confer with the engineer as needed.

A motion was made by Trustee Strate to approve the revised set of vouchers dated April 30, 2010, seconded by Trustee Cook. All ayes, motion carried

### **PUBLIC PARTICIPATION**

**Meeker Chamber Beautification Project Request:** Ellene Meece - Meeker Chamber of Commerce requested funding from the Town for the beautification project. She stated the Town contributed \$300.00 to the project the previous year, but however much the Town wanted to contribute would be appreciated. She added a contribution of \$300.00 included maintenance of the planter as well as recognition on the Chamber's website and in the newsletter. Ms. Meece added the Chamber would be adding 12 additional planters, and would be the same color/theme throughout the downtown. Mayor Etheridge asked for questions or comments, with none noted.

A motion was made by Trustee Halandras to approve the request from the Meeker Chamber of Commerce, with a contribution of \$300.00 for the beautification project, seconded by Trustee Strate. All ayes, motion carried.

**Meeker Elementary Site/Lot Purchase:** Michelle Morgan stated she had spoken with the Methodist Church building committee regarding the removal of the old church building and they had approved her to remove and relocate it to another site. She stated she would like to purchase a small area/lot at the old school site, move the building to the location, and use it for some type of commercial space. Mayor Etheridge stated Ms. Morgan had a good idea and asked her to wait for the discussion regarding the old elementary site to present her idea. Discussion focused on which part of the old church Ms. Morgan would be moving and time constraints associated with the project.

### **DEPARTMENTAL UPDATES**

**Public Works** ó Mayor Etheridge inquired of Mr. Overton how the opening day of road construction was for the new Ute Road? Mr. Overton stated it went fine, but there was a problem with one of the water tanks, explaining a valve wouldn't shut off so they had to dig up the line and drain it to fix the valve. Mr. Overton stated other work included extension of a water main down Sulphur Creek Road, rebuilding pumps at Sage Hills, and the street sign replacement project was moving along with about 120 completed so far. Trustee Halandras stated he had spoken with the water tank inspector, who stated he had found a hole, and was surprised the tank wasn't leaking. Mr. Overton stated the previous year, after completing sandblasting on one, they could see outside, adding it is why the tanks were repainted and taken care of. Administrator Day added she appreciated Mr. Overton for all his hard work on all the projects in progress.

**Police Department** ó Chief Hervey stated for the month of April there were 225 calls with five Arrests, 16 Traffic Summons and 10 Criminal Summons. He added there were seven dogs at animal impound, all returned to their owners. He added the PD was assisting with keeping traffic on Sulphur Creek Road moving in the right direction during the Ute road construction.

**Planning Department** ó Planner Smith stated three projects were underway; the Meeker Cemetery District's multi-purpose building, the building of a single family residence at Ute Terrace, the Methodist Church construction and a fourth project about to begin; the remodel of the Fairfield Center. She added there were smaller renovation projects underway as well. Planner Smith stated Carl Padilla (Building Inspector) was preparing to become International Building Code (IBC) and International Residential Code (IRC) certified. She explained the

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certification wasn't a requirement of the State, but many jurisdictions were requiring it. She stated if Mr. Padilla had the certification and knowledge it would be a benefit to the Town and if Colorado decided to change the code, the Town would be compliant. Mayor Etheridge inquired if it was a long process, with Planner Smith stating about eight hours of testing in Denver. She also added there had been various inquiries regarding signs.

**NEW BUSINESS**

***Request from the Meeker Lions Club for a Special Events Liquor License for "The After Birth Ball" to be held at the Fairfield Center, 200 Main Street on May 22, 2010.***

Liquor Clerk Sizemore stated Bill Jordan representing the Meeker Lions Club, with Sam Stranathan; the event manager, were present. She stated the event would be held at the Fairfield Center on May 22, 2010 from 6:00 p.m. to 11:00 p.m. She added fees had been paid, paperwork was complete and Staff recommended approval of the request. Mayor Etheridge asked for questions or comments, with Ms. Meece providing an invitation to each Board member and clarified the event would be from 6:00 p.m. to midnight. David Meece added the event was historical, bringing the past back to the present and the last one was held in 1979.

A motion was made by Trustee Conrado to approve the request from the Meeker Lions Club for a Special Events Liquor License for "The After Birth Ball" to be held on May 22, 2010 at the Fairfield Center, seconded by Trustee Halandras. All ayes, motion carried.

***Confirmation of Cemetery District (265 County Road 4), modification of Special Review Site Plan.***

Planner Smith read the following: On March 8, 2010 the Planning Commission considered and recommended approval with conditions on the Special Review Use request by the Meeker Cemetery District to construct a 100x60 multipurpose structure and to install a septic tank, a separator, and a cistern system as necessary infrastructure for the proposed building and its uses. On March 16, 2010, the Board of Trustees considered the applicant's request and the Commission's recommendation and granted approval with conditions of the Cemetery District's request.

The project has since commenced construction, however, the location of the OWTS system has been modified from that previously seen by the Commission and the Board in order to comply with condition #3 of the Town's requirements of the Special Review, which stated: Between the proposed building and the septic tank, use a straight section of Schedule 40 PVC pipe. To clearly document this change for Town files and records, Staff is presenting the modified site plan and supporting documentation to the Board for a motion documenting the modification. Planner Smith also provided Trustee Conrado with the project background. Mayor Etheridge asked for questions or comments with none noted.

A motion was made by Trustee Strate to approve the confirmation of the Cemetery District's (265 County Road 4) modification of Special Review Site Plan, seconded by Trustee Cook. All ayes, motion carried.

***Consideration of Resolution #8, Series 2010, a Resolution of the Board of Trustees appointing the Town Officers to the following positions for the years 2010-2012.***

- 1. Town Administrator/Treasurer***
- 2. Town Attorney***
- 3. Municipal Judge***
- 4. Police Chief***
- 5. Town Clerk***

Mayor Etheridge stated when she had served as a Trustee, there was an evaluation of the Town Officers, but couldn't remember what it entailed, or if it was still used. Day stated the officers were asked to write about their jobs and what they did. Mayor Etheridge stated the Board receives updates and has seen evidence of their work, and inquired of the Board if they had any questions regarding what appointed officers did? Trustee Halandras stated Day had mentioned at the last re-appointment about possible retirement, and if it was something the Board

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should be concerned about? Day stated the Board should keep it in mind, and reassured them she would let them know when the time arrived. Mayor Etheridge stated she appreciated all the work the appointed officers did for the Town.

A motion was made by Trustee Halandras to approve Resolution #8, Series 2010, a Resolution of the Board of Trustees appointing the Town Officers to the following positions: Town Administrator/Treasurer/Deputy Town Clerk ó Sharon Day, Town Clerk ó Lisa Cook, Town Attorney ó Gerald Viscardi, Municipal Judge ó Laurie Noble and Chief of Police ó Robert Hervey, for the years 2010-2012, seconded by Trustee Strate. All ayes, motion carried.

***Discussion concerning uses of Elementary School on Main Street after the structure is vacated.***

Mayor Etheridge stated the presentation from Mr. Rich Sales and Nicole Taylor Nutting (University of Colorado) regarding options for the soon-to-be-vacated elementary school was excellent and it was nice to have visual aids when discussing the project. She stated the discussion should briefly focus on options presented, and on some ideas for Nicole to work on for the project. She added regardless of the preference of a plan, discussion needed to focus on funding as nothing would happen until there were funds to pay for whatever the Town decided on for the building. She inquired of the Board if they had any suggestions or ideas from the presentation that could be eliminated? Trustee Halandras stated the ideas for remodeling the building for housing/office space should not be done by the Town as it would be in competition with the private market, and the Town needed to find a way to get it to private entities. Mayor Etheridge stated it might be time to start seeking private/public partners. Trustee Halandras stated the Town would need to do something other than remodeling the building and using it for the Chamber of Commerce or the Historical Society (renting) and didn't know if the Town could do anything else other than making it a park or parking lot. He added he was fine with the closing of 5<sup>th</sup> Street, and if there was a parking area on the backside, there could be other events (carnival, farmer's market) in the lot, adding there is a need for parking for the County and downtown off-street parking.

Ellene Meece stated Chamber of Commerce and Historical Society members were excited about the presentation. Trustee Halandras stated the building had potential for the museum, adding he liked the idea of the courtyard, but didn't care for the water concept. Discussion focused on the closing of 5<sup>th</sup> Street, and ideas presented such as the arches which would attract people from Market Street to downtown. Ms. Sizemore stated people had been in to look at the drawings; stating they liked the idea of closing 5<sup>th</sup> Street, but not office space. Mayor Etheridge stated she and Administrator Day had discussed the idea of moving Town Hall to the building, but would have to sell the existing Town Hall building. Trustee Halandras stated that was a great idea, but would be another building the Town would have to sell. David Meece stated the elderly housing concept would be a nice blend between the Town and a non-profit organization. Discussion focused on private/public partnerships, Town not wanting to be a property manager and the County not providing feedback on the project. Mayor Etheridge inquired if the County was still interested in the building, and if so, would the Board like to see a proposal? Trustee Halandras reminded the Board the County had proposed to remove the building and build a new facility. Discussion focused on the building having a productive use and if the Board would entertain an idea /proposal from the County. Day stated she would relay to Mr. Hooker that the Board would be interested in seeing another proposal from the County.

Trustee Halandras stated after school was out, the fence should be removed. Mr. Overton inquired about the basketball area, adding they don't want children chasing after balls into the street. Day stated the fence could be removed from the front and leave it around the basketball/playground area. The Board agreed the fence should be removed around the south and east sides of the school. Trustee Halandras inquired if the Town could put the fence removal out to bid, with discussion focusing on how the fence would have to be removed, how to advertise for fence removal, and where the advertising would come from in the budget. Additional discussion focused on how to find public/private partners and attracting interest in the building. Day stated she would check with other communities such as Delta and Montrose as they had done something similar. Mr. Meece stated he would like to

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hear the legal option of having a for-profit organization on Town property. Day stated it wasn't being discussed as the Town would have to sell the building (or part of it) and would require an election. Discussion focused on subdividing the site, selling it as lots and the need for an election. Ms. Morgan stated she had spoken with Mr. Sales regarding the old Methodist Church, who stated he could do a conceptual idea for the Board to see. Mayor Etheridge stated a great deal of research would be needed before moving forward and should also look at Ms. Morgan's idea. Trustee Halandras suggested passing the parking lot idea onto Mr. Sales, stressing the parking spaces needed to be larger than what is found at a mall. Additional discussion focused on the need for non-profit participation, finding a potential partner, the possibility of a non-profit organization, a for-profit organization and the Town working cooperatively to find funding for the building, the need for additional testing once the building is vacated, new laws on lead paint removal, grant funds available for historic buildings and assisted living regulations. Day reiterated she would contact Delta and Montrose to see what they had done and would speak with Mr. Sales again regarding funding options.

### **MAYOR'S REPORTS**

Mayor Etheridge swore into office Administrator Day, Town Clerk Cook, Town Attorney Viscardi and Chief of Police Hervey.

### **MANAGER'S REPORTS**

**Farmers Market** ó Day stated a letter had been received from the Foods are Usö (Rio Blanco Farm Bureau) group requesting the use of 5<sup>th</sup> Street for the Meeker's Farmer Market to be held on Saturdays, beginning July 10, 2010 through the end of September. The Board concurred to allow the group to use 5<sup>th</sup> Street for a farmers market.

**Street Paving Project Additions** ó Day stated Grand River (street paving company) had prepared a spreadsheet showing the additional costs for the paving of Lance and Julie Circles as well as Wall Street. She stated the cost to pave Lance and Julie Circles would be \$27,719.25 (each) and the Town had funds for both. She added Wall Street was much more (\$82,013.25) and probably wouldn't be done as the Town didn't have the funds. She stated with the Board's approval, a change order would be done to include Lance and Julie Circles. Trustee Halandras asked how much was budgeted for the project, with Day replying \$500,000.00 and outlined the work it encompassed. Trustee Halandras inquired how much over budget would it be if Wall Street was added? Day stated entire project without Wall Street would be about \$443,382.00. Discussion focused on possibly not being able to do the project next year at the same cost, leaving room in the budget for surprises and having enough budgeted in Systems Development for the street paving work as well as Ute Road and the high cost of doing Wall Street. Trustee Halandras suggested speaking with the contractor to get a better deal to include Wall Street on the paving project.

A motion was made by Trustee Halandras to approve a change order in the amount of \$55,438.50 to add Lance and Julie Circles to the street paving contract, seconded by Trustee Cook. Ayes ó Trustees Cook, and Halandras. Trustees Strate and Conrado abstained. Motion carried.

**New Associated Governments Representative** ó Day stated the representative for the Town of Meeker and the Town of Rangely was Ann Brady but she wasn't re-elected and the two municipalities would need to find a new representative. She explained the representative needed to be an elected person; there were ten meetings per year (first Thursday of the month) and asked if any Board member was interested in participating? She added Rangely had one interested member and her and Rangely Town Manager Peter Brixius would be alternates (as previously). Trustee Strate stated he would be interested but would require him to miss school and wasn't sure if he could. Mayor Etheridge stated if Trustee Strate couldn't do it, she would.

**Ute Road Project** ó Day stated Tim Ladick (Ute Road project engineer) had asked that all requests for information and updates go through Mr. Overton. The Board agreed it was a good idea.

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**ATTORNEY’S REPORTS**

None

**OTHER TOWN BOARD BUSINESS**

**Executive Session:** Attorney Viscardi stated a motion would be required to move into an Executive Session regarding potential litigation and for a second matter regarding instructions to negotiators concerning Ute Road and the acquisition of land for the project.

A motion was made by Trustee Strate to move into an Executive Session pursuant to C.R.S. 24-6-402(4) regarding potential litigation and providing direction regarding negotiations concerning the recent land transfer for the Ute Road project, at 8:15 p.m. seconded by Trustee Halandras. All ayes, motion carried.

Attorney Viscardi called the regular meeting back to order at 8:48 p.m. and explained if any of the Board Members felt that anyone had strayed from the topic while in executive session, please comment. There were no comments.

**ADJOURNMENT**

Mayor Etheridge adjourned the meeting at 8:49 p.m.

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Mandi Etheridge, Mayor

Attest:

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Lisa Cook, Town Clerk