

The Regular Meeting of the Meeker Town Board was held Monday, December 13, 2010 at Town Hall.

Members Present	Mayor	Etheridge
	Trustees	Conrado Cook Gerloff Halandras Strate Thomson
Town Staff Present	Administrator	Day
	Attorney	Viscardi
	Planner	Smith
	Clerk	Cook
	Projects Manager	Holeyfield
	Liquor Clerk	Sizemore
	PW Superintendent	Overton
Citizens Present	Applicants, Steve & Debbie Wix	

#### **CALL TO ORDER**

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

#### **ROLL CALL**

All Board members were present.

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

Mayor Etheridge asked for changes to the agenda. A motion was made by Trustee Cook to accept the agenda as presented. Second by Trustee Strate. All ayes. Motion carried.

#### **APPROVAL OF VOUCHERS**

##### **Including final payment to Martinez Western Constructors, Inc. for Ute Road and sidewalk project.**

Trustees Conrado and Halandras excused themselves from the room due to conflicts of interest. Mayor Etheridge questioned whether items 100 and 109 of the General Fund for the Scenic Byway will be reimbursed by grant funding. Administrator Day replied that it would and there has been a big push to get everything completed by the end of the year. Trustee Gerloff inquired about the Police Department's supplemental payroll. Day explained the police department has 13 pay periods every year due Federal FSLA guidelines. Trustee Gerloff asked for explanation of item 98 of the general fund to Meeker Collision. Day replied that Officer Muxlow was coming back from Rifle and hit an elk, and that the Town has already been reimbursed by the insurance company.

Administrator Day informed the Board that the vouchers included a final payment request from Martinez Western Constructors for the Ute Road project in the amount of \$95,630.83. The original contract sum was \$876,637.60 with change orders totaling \$194,711.41 bringing the project total to \$1,071,349.01 leaving a balance owed to Martinez of \$129,198.58. Day informed the Board that she was in receipt of an affidavit from Meeker Sand & Gravel regarding an unpaid balance and that state statute requires the Town withhold this amount for 90 days to assist them in sorting this out. Day stated that she had spoken with all parties involved and it was her recommendation to pay the \$95,630.83, final payment was advertised November 16<sup>th</sup> and the Town will pay the final \$33,567.75 in February unless the matter is resolved sooner and the Town is able to

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release funds. Trustee Thomson asked if any funds were held back for final warranty. Day replied that the Town does not hold funds on these types of projects although the contractor does give a warranty on their work. Moved by Trustee Gerloff, second by Trustee Strate to approve the vouchers dated December 13, 2010. All ayes. Motion carried.

**APPROVAL OF THE PREVIOUS MINUTES**

A motion was made by Trustee Conrado to approve the minutes of November 16, 2010 as corrected. Second by Trustee Gerloff. Aye: Conrado, Gerloff, Halandras, Strate and Thomson. Abstain: Cook. Motion carried. A motion was made by Trustee Cook to approve the minutes of December 6, 2010 as presented. Second by Trustee Halandras. Aye: Cook, Conrado, Halandras and Thomson. Abstain: Gerloff and Strate. Motion carried.

**PUBLIC PARTICIPATION**

None

**DEPARTMENT UPDATES**

Superintendent Overton reported that the public works department had been trimming trees, chipping branches, getting the snow plows ready, and the usual maintenance. Administrator Day added they had also been replacing the lights in Town Hall.

Trustee Gerloff asked if there had been any “hiccups” with the water system, as he had a family member who purchased a new dishwasher and the appliance store said they had 10 calls for new appliances in this area. Administrator Day stated she had received an email with a similar question, had done some research and found dishwashing detergents no longer have phosphate in them and if nothing is used along with the detergent glass gets a film on it.

Police Chief Hervey reported that during the month of November, his department received 202 calls; issued 14 summonses; had six arrests; animal control had seven impounds with four dogs returned, and two adopted.

Planner Smith reported that the planning department has been very quiet with only an inquiry regarding a home occupation but no one has followed through. Administrator Day added that staff is working on the codes. Mayor Etheridge stated that she had attended a Women in Business meeting and at some point they would like to meet with Day and Smith regarding the process and code for business signage. Day said that they are on the group’s agenda for their January 6<sup>th</sup> meeting.

**NEW BUSINESS**

***Consideration of acceptance of application from DRAQ, LLC/DBA White River Convenience, 793 Market Street, new 3.2% beer retail off-premises license, schedule public hearing, consider petition process and designate the neighborhood.*** Liquor Clerk Sizemore reported that the applicants of DRAQ, LLC, Steve and Debbie Wix, were present; the application was complete and fees were paid. Sizemore asked the Board to schedule a public hearing for January 18, 2011 to consider the 3.2% beer application. Attorney Viscardi stated for the record the public hearing must be set 30 days beyond today’s date and with respect to the neighborhood it is typically the boundaries of the Town of Meeker and those living within are who may participate in the public hearing process. Viscardi also asked the Board set a deadline of 4:00 p.m., January 12, 2011 for any other documents or petitions to be submitted by DRAQ or other interested parties as the findings must be delivered to the applicant by the next day.

Mayor Etheridge thanked the Wixs for coming and hearing no questions or comments from the Board called for a motion to accept the application from DRAQ LLC for new 3.2% beer retail off-premises license at 793 Market Street, schedule a public hearing for January 18, 2011, and set a deadline for receipt of documents or petitions of 4:00 p.m., January 12, 2011. Moved by Trustee Thomson, second by Trustee Halandras. All ayes.

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Motion carried.

***Adoption of Ordinance 7, Series 2010, adopting the Town of Meeker 2011 Budget and Highway Users Tax Budget. Public hearing was held November 16, 2010.*** Administrator Day reported two additions had been made to the budget in systems development both in the general and water funds, and that sales tax has been budgeted slightly higher as it has been a little better.

Superintendent Overton spoke to the additions to the budget explaining that the company will no longer make the Gasboy system that is used at the bulk water facility, parts will no longer be available and everyone that currently has the system will have to switch over at some point. The new system is not a card system but uses a key or computer chip that can't be erased and is pretty much indestructible. The cost of the new system is approximately \$20,000.00 which includes the machine that codes the chips. Trustee Gerloff asked how much the new keys would cost. Administrator Day replied \$9.50 each, the cost of which will be passed on to new customers and after the first of the year we will discuss whether existing customers will be charged. Day added that the water fund is very healthy and should support the cost of the new system. Overton said winter is the best time to replace it as not as much water is sold but the system will be down for two days while the new system is installed and that staff will notify everyone ahead of time.

Overton reported the second addition is a fabric covered port to be used as a sand shed at a cost of approximately \$11,000.00. As previously discussed, the Town will not be using salt in the sand on the new concrete at the Ute Road project, and if there is no salt in the sand it freezes. The sand will be dried before placing it in the shed which will be placed behind the Town Shop. Mayor Etheridge commented on the joint meetings held with the county and sharing services and asked if the county already has a shed we could share. Overton replied the county uses salt in their sand. Trustee Gerloff asked if any other material could be used in place of salt and Trustee Halandras asked if the sand would only be applied at Sulphur Creek. Overton explained that Main Street is blocked by tall buildings and it would do no good to place sand with out the salt as it would not melt the ice.

Day reported the 2011 Budget total estimated expenditures and reserves for the General Fund are \$7,174,011.00; Water Fund \$1,851,793.00; Walbridge Trust Fund \$133,000.00 and Conservation Trust Fund \$25,000.00.

Mayor Etheridge thanked Day for her hard work and asked for any other questions regarding the budget. Hearing none called for a motion to adopt Ordinance No. 7, Series 2010 An ordinance adopting a budget, summarizing expenditures and revenues and making appropriations for each fund for the Town of Meeker, Colorado, for the fiscal year beginning the first day of January, 2011 and ending the last day of December, 2011. Moved by Trustee Halandras, second by Trustee Thomson. All ayes. Motion carried.

***Public Hearing, approximately 7:25 p.m. following adoption of Town of Meeker Budget and Highway Users Tax Fund Budget to consider adoption of Ordinance 8, Series 2010, approving and certifying a Mill Levy and levying general property taxes for the fiscal year 2011.*** Mayor Etheridge opened the public hearing at 7:28 p.m. Administrator Day addressed the Board stating that in accordance with state statute the Town can adopt the mill levy once the budget has been adopted and by law the Town is allowed to collect 9.781 mills per year. Due to the increase in valuation and the economy the Board gave direction to collect the same amount of property taxes as last year. In order to do that our mill levy will be reduced by 2.896 mills for a total mill levy of 6.885 with which the Town will collect \$187,387.00. Day stated this is only a temporary reduction and we will look at it again next year. Trustee Halandras asked what it would have been without the reduction, Day replied she didn't have the exact figure but will email the amount to the Board. Day concluded it was staff's recommendation to adopt Ordinance 8, Series 2010 approving and certifying a temporary mill levy reduction and levying general property taxes for the fiscal year 2011. Moved by Trustee Strate, second by Trustee Conrado. All ayes. Motion carried.

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***Bid award for commemorative bronze plaque for Ute Park.*** Projects Manager Holeyfield stated the Town received two bids: Snyder Grand Valley Memorial \$1,840.00 and Trophy Case \$1,485.00. Holeyfield explained that he had attempted to use a local vendor but they declined to bid. Administrator Day stated it was staff's recommendation to accept the low bid from Trophy Case. Mayor Etheridge asked for questions, upon hearing none called for a motion to accept the low bid in the amount of \$1,485.00 from Trophy Case. Moved by Trustee Thomson, second by Trustee Strate. All ayes. Motion carried.

***Bid award to sell used paper baler.*** Projects Manager Holeyfield explained the recycling center has an old baler which isn't being used that was given to the Town from the Town of Rangely. Holeyfield stated that bids for the baler had been advertised in the newspaper and that one bid from Wenschhof Cattle in the amount of \$300.00 had been received adding that he had also checked scrap metal prices and the Town could do no better selling it there plus it would have to be hauled to Craig. Administrator Day said she had called Rangely to see if they wanted it back, they said no.

Mayor Etheridge called for a motion to accept the only bid from Wenschhof Cattle. Moved by Trustee Gerloff, second by Trustee Halandras. All ayes. Motion carried.

***Request for approval of 2011 Town of Meeker Holiday Schedule in compliance with the Town of Meeker Personnel Policy and Procedures.*** Administrator Day stated the 2011 holiday schedule has the same holidays as specified in the Town's personnel policies and requires Board approval each year. Mayor Etheridge pointed out the Christmas holiday should read Monday, December 26<sup>th</sup> not the 25<sup>th</sup>. Trustee Strate made a motion to approve the 2011 Holiday Schedule as corrected, second by Trustee Cook. All ayes. Motion carried.

**MAYOR'S REPORT**

None

**TOWN ATTORNEY'S REPORT**

None

**TOWN MANAGER'S REPORT**

Administrator Day requested Board permission to sign the agreement for the Detoxification Services Program between the Town and Colorado West Regional Mental Health, Inc. adding the amount had been approved with the budget. The Board concurred for Day to sign the agreement.

Administrator Day asked the Board if they wished to give Chamber Bucks to employees as had been done in years past. Mayor Etheridge stated she thought it was a nice way to show appreciation to the employees as well as support the local businesses.

Administrator Day informed the Board that Projects Manager Holeyfield is working on the engineering of sidewalks along Market Street. Day also asked if the board would be willing to schedule a workshop the first meeting of the year to discuss the elementary school and processes, adding that at this point the school still owns the building. The Board concurred to schedule the workshop.

**OTHER BOARD BUSINESS**

Trustee Halandras made the suggestion of placing Christmas lights across 5<sup>th</sup> and 6<sup>th</sup> Streets as it currently looks a little bare. Administrator Day recommended applying to the Fairfield Trust next spring and the need to talk to WREA and see if they are willing to put up more lights and find out how much it will cost.

Administrator Day informed the Board that the collective bargaining measure failed at the federal level last week by a very small margin, but they have said they will bring it back again next year. Trustee Gerloff asked if staff has made any progress on the Curtis Creek annexation. Day replied that she had been working hard to

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clear up 2010 projects and will hopefully have time in the new year to address that and taking a look at revising the Town's light industrial regulations too.

**ADJOURNMENT**

Mayor Etheridge adjourned the meeting at 7:50 p.m.

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Mandi Etheridge, Mayor

Attest:

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Lisa Cook, Town Clerk