

TOWN OF PAONIA



**Regular Town Board Meeting, September 14, 2021**

**Work Session, September 14, 2021**

**MAYOR AND CITY COUNCILMEMBERS**

**Mayor Bachran**

**Trustee Knutson**

**Trustee Budinger**

**Trustee Pattison**

**Trustee Johnson**

**Trustee Meck**

**Trustee Bear**

**September 14, 2021,**

**Work Session Minutes**

**5:15 pm**

**Mayor Mary Bachran** called the Work Session Meeting of the Town of Paonia to order at 5:15 pm.

**ROLL CALL:**

**Mayor Bachran** asked **Finance Clerk Candy Wuollet** to call the roll.

**Finance Clerk Candy Wuollet** called the roll and those present were **Mayor Bachran, Trustee Bear, Trustee Pattison, Trustee Knutson, Trustee Budinger, Trustee Johnson and Trustee Meck.**

**Budget Workshop:**

Discussion ensued regarding the revenue and fixed costs worksheets. The next meeting discussion will be regarding payroll and contractors, with a third and final budget workshop regarding special project.

**ADJOURNMENT:**

The Work Session Meeting was adjourned at 6:15 pm.

**September 14, 2021,**

**Regular Meeting Minutes**

**6:30 pm**

**Mayor Mary Bachran** called the Regular Meeting of the Town of Paonia to order at 6:30 pm.

**ROLL CALL:**

**Mayor Bachran** asked **Deputy Clerk Amanda Mojarro** to call the roll.

**Deputy Clerk Mojarro** called the roll and those present were **Mayor Bachran, Trustee Bear, Trustee Pattison, Trustee Knutson, Trustee Budinger, Trustee Johnson and Trustee Meck.**

**Approval of the Agenda:**

**Trustee Bear** moved to approve the agenda as presented, seconded by **Trustee Meck.** Motion passed with one (1) nay.



**Visitors and Guest:**

The Public commented and questioned that were not on the agenda.

Marian Hillary questioned regarding the mandate by the president regarding COVID-19 and about the status of the marijuana stores. Page Smith commented about JDS Hydro status. Suzanne Watson commented on that if staff has been diagnosed with COVID-19 it should be communicated and is still not in favor of the DMEA franchise fee.

**Community Comment Period:**

**Mayor Bachran** read the decorum statement to Citizens and asked Citizens for comments on Items on the tonight's Agenda.

Page Smith, Suzanne Watson, and Thomas Markle all commented on the financial report along with several other items.

**Staff Reports:**

**Town Administrator Corinne Ferguson** was absent.

**Town Attorney Nerlin** report was included and answered Board questions on items on the report

**Public Works Director Travis Loberg** report was included and answered the Board's question on items on the report.

**Finance Director Cindy Jones** report was included and answered the Board's question on items on the report. Trustee Pattison requested that the audit deficiencies that were not included will be in the next meeting packet.

**Disbursements:**

Trustee Knutson moved to approve disbursements as presented, seconded by Trustee Budinger Motion passed with one (1) nay.

Trustee Pattison moved to put on the next meeting agenda as a discussion item to add to the bank fund the adopted language "restricted, committed and reserved," seconded by Trustee Bear. Motion passed with one (1) nay.

Trustee Knutson moved to approve disbursements as presented, seconded by Trustee Budinger. Motion passed with five (5) ayes and one (1) nay.

**Consent Agenda**

Regular Minutes – 08/24/2021

Special Event Liquor Permit – Kids pasta project.

Trustee Budinger moved to approve the consent agenda as presented, seconded by Trustee Meck. Motion unanimously passed.

**Unfinished Business**

**Community Comment Period:**

Comments were made by two (2) public members regarding grant writing, and the mayor's duties.

## TOWN OF PAONIA



Trustee Pattison moved to dissolve board committees and assign two (2) board members as check signers with an additional, seconded by Trustee Knutson. Motion passed with five (5) ayes and one (1) nay.

Trustee Bear moved to amend the motion to take public comment, seconded by Trustee Knutson. Motion unanimously passed

Public comment:

Comments from the public were regarding on the following items: Check signing, disbursements, board values, having a board members alternate on the finance committee, transparency, and accountability.

### **Mayor List of Duties:**

Trustee Pattison moved to table discussion to the next meeting and include the Administrator's job list in the next meeting packet, seconded by Trustee Knutson. Motion unanimously passed.

### **Provisional Meeting Protocol Review:**

Trustee Bear moved to go back to the original meeting protocol, seconded Trustee Meck. Motion passed with five (5) ayes and one (1) nay.

### **New Business**

**Appointment of Town Treasurer:** Trustee Bear moved to task the Administrator to contact Treasurer King to discuss what his job responsibilities were and use them as a guidance, seconded by Trustee Budinger. Motion passed unanimously.

Trustee Knutson moved to amend the motion to include input from the Finance Officer Cindy Jones regarding the treasure's duties, seconded by Trustee Budinger. Motion passed with five (5) ayes and one (1) nay.

Public comment:

A comment was made regarding the State Statue 31-20-30 for the treasurer.

Trustee Pattison moved to research and invite a parliamentarian to a meeting, seconded by Trustee Meck. Motion unanimously passed.

### **Designation of additional Signatory for Bank accounts:**

Trustee Budinger moved to add Trustee Bear to the signature list, seconded by Trustee Meck. Motion unanimously passed.

Trustee Bear recused himself from voting.

### **Discussion of Reporting Protocol during Town Administrator Absence:**

No discussion.

### **Discussion of Process for Hiring Chief of Police:**

Trustee Pattison moved to hire a municipal consultant and recruiter to help with the hiring process of Chief of Police, seconded by Trustee Meck. This motion was amended to hire a professional recruiter only.

Trustee Pattison rescinded the motion to only hire the professional recruiter, seconded by Trustee Meck

## TOWN OF PAONIA



### **Discussion RFP for Town Attorney Hiring:**

Trustee Knutson moved that the current changes be adopted by the Attorney and work with the Administrator to post.

Public schools need to be updated to current.  
Include the number of employees that were budgeted.  
Appointment no later than November 23<sup>rd</sup>.

Public comment suggestion:

Include in the document that the Town is a statutory, correct the board terms are not accurate, include the four volunteer boards, zoning board and board of adjustment and appeals needs to be corrected to zoning board of adjustment and appeals. Include the Administrator. Classification is needed under scope of services for the CRS 31-4-304 language.

Trustee Pattison moved to incorporate all of the public comment that was presented into the final version of the RFP, seconded by Trustee Knutson. Motion unanimously.

### **Contract with Hotchkiss for Police Coverage:**

Trustee Pattison moved to approve the MOU with the addition of supervision by the Hotchkiss police force until the Sargent returns to Paonia, with an end date effective until the first meeting in December, and to come back for review with possible extension, seconded by Trustee Knutson. Motion unanimously passed.

### **Mayor's Report**

Report was included. Mayor Bachran answered question on items on her report.

### **Committee Reports**

**Finance and Personal:** reported out about the employee handbook.

**Governmental Affairs and Public Safety:** reported out about the exit interview process.

**Public Works and Facilities:** reported out on multiple projects.

**Tree Board:** reported out on multiple projects.

**Advisory Water Committee:** meeting September 22<sup>nd</sup>.

**Community Comment Period:**

### **ADJOURNMENT:**

The Regular Council Meeting was adjourned at 9:26 pm.

*Deborah A. Coe*

*Don B. Sch*