

**Minutes**  
**Town Board Special Meeting**  
**Town of Paonia, Colorado**  
**August 15, 2016**

**RECORD OF PROCEEDINGS**

The Special Meeting of the Town Board of Trustees held Monday, August 15, 2016 was called to order 7:00 PM by Mayor Charles Stewart.

Trustees present were as follows:

Mayor Charles Stewart  
Trustee William Bear  
Trustee David Bradford  
Trustee William Brunner  
Trustee Karen Budinger  
Trustee Suzanne Watson arrived at 7:04 PM

Trustee Chelsea Bookout was absent.

Town Staff present were as follows:

Town Clerk Corinne Ferguson  
Finance Officer Cindy Jones  
Public Works Director Travis Loberg

A quorum was present and Mayor Stewart proceeded with the meeting.

The purpose of the Special Town Board Meeting was for the selection of an Interim Town Manager.

Mayor Stewart provided a brief history of the process used to locate potential candidates for the position and the interview process held during a Special Town Board Meeting on Saturday, August 13, 2016.

Motion by Trustee Budinger, Supported by Trustee Bear to enter into an Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Specifically for clarification regarding the expectations of the Interim Town Manager.

Discussion ensued regarding the need to clarify what the Boards overall expectation and area of focus would be for the Interim Town Manager, lack of a job description, investigations in to the candidate's background, and contract negotiation, including salary.

Mayor Stewart provided an explanation of the process, stating the intent for this special meeting is to identify the candidate the Board wishes to extend an offer to, at which time the Town Attorney and the Finance and Personnel Committee will negotiate a contract for final approval by the Board.

Trustee Budinger withdrew the motion.

Mayor Stewart stated all of the candidates are very experienced knowledgeable, and believes all of the candidates are capable to be the Interim Town Manager for Paonia. The three (3) candidates were identified as follows:

Dan Dean – Former Town Manager of Mead, Colorado  
Jon Stavney – Former Town Manager of Eagle, Colorado  
Don “Wally” Baird – Former Town Manager of Granby, Colorado

Motion by Trustee Bradford, Supported by Trustee Bear that the Board select its first choice for Interim Town Manager by written, non-secret ballot; authorizing Finance and Personnel Committee and Town Attorney to begin contract negotiations, subject to board approval, with the person selected; that the Board select its second choice for Interim Town Manager by written, non-secret ballot; authorizing Finance and Personnel Committee and Town Attorney to begin contract negotiations, subject to board approval, with the second choice, if an agreement cannot be reached with the person selected; and authorizing Finance and Personnel Committee and Town Attorney to begin contract negotiations, subject to Board approval, with the third choice, if an agreement cannot be reached with the first and second person selected.

Motion by Trustee Brunner, Supported by Trustee Bear to amend the original motion to include a provision that the Finance and Personnel Committee or Town Attorney provide a report to the Board if an impasse is reached with a candidate. Motion carried with four (4) ayes and one (1) nay from Trustee Bradford.

Discussion ensued regarding the intent of the original motion, setting a special meeting ahead of time in anticipation of the possible need for further discussion, and the need to keep the process moving. Trustee Brunner added he does not believe the need to fill the position without due diligence is necessary, and that he has full confidence in the staff to carry on while the Board makes a decision on who to hire and with what contract stipulations.

Motion by Trustee Brunner, Supported by Trustee Watson to call for the question. Motion failed for lack of a two-third (2/3) majority vote with Trustees Brunner, Watson, and Budinger voting aye and Trustees Bear and Bradford voting nay.

Trustee Bradford asked for clarification from Trustee Brunner that written notification from the Town Attorney regarding contract negotiations would be an acceptable form of reporting to the Board regarding any contract negotiation issues. Trustee Brunner agreed.

Original motion as amended by Trustee Bradford, Supported by Trustee Bear that the Board select its first choice for Interim Town Manager by written, non-secret ballot; authorizing Finance and Personnel Committee and Town Attorney to begin contract negotiations, subject to board approval, with the person selected; that the Board select its second choice for Interim Town Manager by written, non-secret ballot; authorizing Finance and Personnel Committee and Town Attorney to begin contract negotiations, subject to board approval, with the second choice, if an agreement cannot be reached with the person selected and following Board notification; and authorizing Finance and Personnel Committee and Town Attorney to begin contract negotiations, subject to Board approval, with the third choice, if an agreement cannot be reached with the first and second person selected, following Board notification. Motion carried with five (5) ayes and zero (0) nays.

Discussion ensued regarding the ballot process, with Mayor Stewart explaining each Trustee would receive one ballot to vote for the first choice, one ballot to vote for the second choice, which would also determine the third choice.

Ballot outcome is as follows:

First choice for Interim Town Manager – Dan Dean with three (3) votes from Trustees Bear, Bradford, and Watson.

Second choice for Interim Town Manager – Jon Stavney with (3) votes from Trustees Bradford, Brunner, and Watson.

Third choice for Interim Town Manager – Don “Wally” Baird.

Trustee Budinger informed the public that the first and second choice for Interim Town Manager have pending offers with other communities and will know of their availability in the upcoming

week. Trustee Bradford assured that any of the three (3) candidates would be an asset to the Town, and he has full confidence moving forward.

**Adjournment:**

The meeting was adjourned by Mayor Stewart at 7:35 PM.

/s/

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J. Corinne Ferguson, Town Clerk

/s/

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Charles Stewart, Mayor