

## Minutes

Meeting Name: Regular BOT Meeting

Meeting Start Time: 5:35 PM MDT

Meeting Start Date: 09/01/2021

Meeting End Time: 8:26 PM MDT

Meeting End Date: 09/01/2021

Meeting Location: Town Hall and Virtual via Zoom

### Agenda:

#### I. Regular Workshop – start time 5:35 pm

- A. Executive Session, pursuant to C.R.S 24-6-402(4)(f), to discuss personnel matters concerning the position of Town Clerk and for a conference with the Town Attorney, pursuant to C.R.S. 24-6-402(4)(b), the purpose of receiving legal advice on specific legal questions regarding the position of Town Clerk. Motion made by Trustee Hollingsworth, seconded by Trustee Payne. The motion passed with all voting yes in a roll call vote. Executive session convened at 5:36 p.m. and adjourned at 6:10 p.m.
- B. Recommendation for Appointment of Town Clerk – Trustee Hollingsworth
- C. Discussion Regarding Appointment of 2022 Budget Officer
- D. Discussion Regarding Policy for Remote Participation in Meetings.
- E. Discussion Regarding Problems Identified in Utility Billing and Review of Utility Billing Policy
- F. Discussion Regarding Planning Commission Recommendation for Conditional Use Permit at 1313 Margo Lane

Workshop end time – 7:00 pm

#### II. Regular Meeting

- A. Call to Order: 7:06 pm
- B. Roll Call - Present: Mayor Vierheller and Trustees Hollingsworth, Roberts, Kendall, Hamel, Payne, and Martin.
- C. Approval of Minutes – August 18, 2021. Motion made by Trustee Roberts, seconded by Trustee Kendall. The motion passed with all voting yes in a roll call vote.
- D. Approval of Bills Payable totaling \$28,031.86. Motion made by Trustee Martin, seconded by Trustee Hamel. The motion passed with all voting yes in a roll call vote.

E. Employee Reports:

1. Mayor Vierheller
2. Trustee Reports
3. Consultant Report (Pierce)
4. Public Works Director (Johnston)
5. Recreation Director (Hake) none.
6. Interim Town Clerk (Mulhall) none.
7. Building Official (McNeese)
8. Sheriff's Report (Kambish)
9. Mayor/ Trustee Reports

F. Correspondence Received – Letter from Hinsdale County/Lake City Chamber of Commerce

Letter from John Coy

G. Citizen Communication – none

H. Additions to the Agenda – Change of Venue for Chamber of Commerce Special Events

Liquor Permit for Star BBQ Event from Memorial Park to Town  
Park, 9/5/2021

Advertisement for Position of Deputy Town Clerk

III. Action Items

- A. Discussion and Possible Action to Accept the Resignation of Town Clerk Rightsell. Motion made by Trustee Martin, seconded by Trustee Roberts. The motion passed with all voting yes in a roll call vote.
- B. Discussion and Possible Action to Appoint a Town Clerk. Motion made by Trustee Roberts, seconded by Trustee Martin seconded to appoint Edward Alexander Mulhall as Town Clerk for an probationary period of 6 months. Further that Mr. Mulhall will be paid at the rate of \$21.00 per hour with a review of performance and pay to be conducted at the end of the 6-month probationary period. The motion passed with all voting yes in a roll call vote.
- C. Discussion and Possible Action to Appoint the 2022 Budget Officer. Motion made by Trustee Hamel, seconded by Trustee Hollingsworth to appoint consultant Michelle Pierce as the 2022 budget officer. The motion passed with all voting yes in a roll call vote.

- D. Discussion and Possible Action to Adopt a Policy for Remote Meeting Participation. Motion made by Trustee Hamel, seconded by Trustee Payne to adopt the draft Policy for Remote Meeting Participation contingent upon the inclusion of the phrase, “including executive sessions, public hearings, meetings convened for the purpose of acting in judicial or quasi-judicial proceedings,” after the word “Trustees” at the end of the 2<sup>nd</sup> sentence in paragraph 2 of section A; and the elimination of the phrase, “no less than 24 hours” after the word “Clerk” in the first sentence of paragraph 1 of section 2. The motion passed with Trustees Hamel, Hollingsworth, Martin, Payne and Roberts voting yes and Mayor Vierheller voting no in a roll call vote.
- E. Discussion and Possible Action to Approve Change of Venue for Chamber of Commerce Special Events Liquor Permit for Star BBQ Event from Memorial Park to Town Park, 9/5/2021. Motion made by Trustee Roberts, seconded by Trustee Payne. The motion passed with Mayor Vierheller and Trustees Hamel, Hollingsworth, Payne, and Roberts voting yes and Trustee Martin voting no in a roll call vote.
- F. Discussion and Possible Action to Advertise for Position of Deputy Town Clerk. Motion made by Trustee Hollingsworth, seconded by Trustee Kendall to immediately begin advertising for letters of interest for a Deputy Town Clerk in the Silver World, the Town’s Facebook page and the Lake City Locals and Friends Facebook page. Further, to finalize working hours and pay scale at the next regular meeting on September 15, 2021 and to modify the ads accordingly thereafter. The motion passed with all voting yes in a roll call vote.

Adjournment – 8:26 pm.

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Mayor

ATTEST:

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Town Clerk