



Official Minutes – Special Meeting

**MEETING OF THE MINTURN TOWN COUNCIL
Minturn Town Center, 302 Pine Street
Minturn, CO 81645 • (970) 827-5645**

Tuesday April 29, 2014

Regular Session – 5:00pm

**MAYOR – Gordon “Hawkeye” Flaherty
MAYOR PRO TEM – George Brodin**

COUNCIL MEMBERS:

Earle Bidez
Shelley Bellm
Jason “Ozzy” Osborne
John Rosenfeld
Matt Scherr

**INTERIM TOWN ATTORNEY – Matt Mire
TOWN CLERK/TREAS – Jay Brunvand
TOWN PLANNER – Janet Hawkinson**

These minutes are formally submitted to the Town of Minturn Town Council for approval as the official written record of the proceedings at the identified Council Meeting. Additionally, all Council meetings are tape-recorded and are available to the public for listening at the Town Center Offices from 8:30am – 2:00 pm, Monday through Friday, by contacting the Town Clerk at 970/827-5645 302 Pine St. Minturn, CO 81645

Regular Session – 5:00pm

1. Call to Order

The meeting was called to order by Mayor Hawkeye Flaherty at 5:05pm.

a. Roll Call

Those present included: Mayor Hawkeye Flaherty, Town Council members, George Brodin, John Rosenfeld, Matt Scherr, Earle Bidez, Ozzy Osborne, and Shelley Bellm.

Staff present: Interim Town Attorney Matt Mire, Town Planner Janet Hawkinson, Economic Dev Coordinator Michelle Metteer, and Town Clerk/Treasurer Jay Brunvand.

b. Pledge of Allegiance

2. Approval of Agenda

a. Items to be Pulled or Added

Items to add:

- Regular Session:
 - Harrison Ave water loop discussion – Hawkinson
 - Discussion of former Manager's emails
- Executive Session:
 - Negotiations with regarding the ECO Sheriff contract

Motion by Shelley B., second Ozzy Osborne., to approve the agenda as amended. Motion passed 7-0.

PUBLIC HEARINGS AND DISCUSSION/ACTION ITEMS

3. Harrison Ave water loop – Hawkinson

Hawkeye stated we are on budget with the DOLA grant we should be under budget. If we want to pave the entire Harrison (Main to Pine) with a 2in overlay the total cost would be approximately \$16,000. A second option would be to remove all the asphalt and then grade and pave the entire roadway at a cost of approximately \$46,000.

Discussion ensued on the pro and con of both proposals.

Direction was given to proceed with just the 2in overlay at a cost of approximately \$16,000.

4. Prior Manager's emails

Hawkeye informed the Council there is a segment of time between when the previous manager stopped handling his official emails due to being placed on Administrative Leave and when the Co-manager's assumed responsibility.

Direction was given for the Co-manager's to proceed with the review and handle the emails as they deem appropriate.

EXECUTIVE SESSION

- 5. Executive Session: Executive Session pursuant to C.R.S. §24-6-402(4)(b)(e)(f) - to receive legal advice on specific legal questions, to determine positions relative to negotiations, to develop a negotiating strategy and to discuss personnel matters regarding the Town attorney interviews, Town Management and Town Manager replacement, to discuss annual review issues for Jay Brunvand, to discuss negotiations regarding the agreement with Eagle County to provide police services, and to conduct interviews for Town Attorney.**

Motion by George B., second by Shelley B., to convene in Executive Session pursuant to C.R.S. §24-6-402(4)(b)(e)(f) - to receive legal advice on specific legal questions, to determine positions relative to negotiations, to develop a negotiating strategy and to discuss personnel matters regarding the Town attorney interviews, Town Management and Town

Manager replacement, to discuss annual review issues for Jay Brunvand, to discuss negotiations regarding the agreement with Eagle County to provide police services, and to conduct interviews for Town Attorney. Motion passed 7-0. (6:40pm – 9:10)

- **Direction to staff as a result of the Executive Session**
 - Staff was directed to compile a list of individuals to consider for the position of Interim Manager. It was specifically noted this was to be an Interim position, not a permanent Manager. The list is to include resources such as Colorado Municipal League, Mr. Willy Powel, and Mr. Larry Brooks. The list is to be distributed at the meeting on Wednesday May 7. It specifically does not need to be within the packet.
 - Council directed Matt M. to contact the Eagle County Attorney to inquire the status of the service agreement.

PUBLIC HEARINGS AND DISCUSSION/ACTION ITEMS

6. Discussion/Action: Council discussion regarding Human Resources (HR) – Flaherty

Matt M. stated we are looking for a process regarding how HR is handled for staff. Currently, the Town Manager was the HR Director. In light of the recent events with the former Manager, this has not worked well. Matt M. stated that, by Council direction, he is currently the HR Director. The intent is for the Town Manager to be the HR Director where any complaint not regarding the Town Manager should go to the Town Manager. Under the auspice where the employee has a complaint specifically against the Town Manager the employee would have an avenue to proceed directly to the Town Council.

John R. stated we do not need to hire a separate HR person or position; rather, we need an HR process. This process would define those concerns.

Earle B. stated we do not want to go back to the status quo because that process did not work for at least the past 8 months.

Matt S. stated that until such time as we have a permanent Town Manager the Town Attorney is the HR Director.

Direction was given for Matt M. to compile HR resources for the Council to review which would revamp the HR process to the specific needs the Council expressed. These resources would be discussed at the May 7 meeting.

7. Discussion/Action: Council discussion regarding formulating requirements for applicants, setting application deadlines, and discussing timeframes for employing the Town Manager – Flaherty

Discussion ensued on how to proceed on the Town Manager selection, needs and desires. Shelley and Hawkeye will meet to begin setting the criterion for a Town Manager and work with the Vail HR Director to determine if they have an RFP sample. Further the committee of

two will contact the Colorado Municipal League to inquire if they have any direction or resources.

Motion by John R., second by Earle B., to appoint Shelley B. and Hawkeye to make inquires as discussed. Motion passed 7-0. *(Note: it was specifically noted this committee is short term in nature and has only the authority to gather resources as discussed.)*

8. Adjournment

Motion by John R., second by Earle B., to adjourn at 9:25pm.



Mayor Hawkeye Flaherty

ATTEST:



Town Clerk, Jay Brunvand

