

TOWN OF FIRESTONE, COLORADO
Board of Trustees Regular Meeting
November 28, 2018

1. CALL TO ORDER & ROLL CALL

The Board of Trustees of the Town of Firestone met for a Regular Meeting on November 28, 2018, at the Town Hall, 151 Grant Avenue, Firestone, Colorado. Mayor Sindelar called the meeting to order at 7:00 p.m.

The following were present upon the call of the roll:

Mayor: Bobbi Sindelar

Mayor Pro-tem: Drew Peterson

Trustees: Don Conyac
George Heath
Samantha Meiring
Frank A. Jimenez
Doug Sharp

Staff: **Present:** Kathleen Kelly, Town Attorney; Jan Sloat, Director of Human Resources; Katie Hansen, Director of Marketing & Communications; Todd Bjerkaas, Director of Planning & Development; Dave Lindsay, Engineer; David Montgomery, Chief of Police; Leah Vanarsdall, Town Clerk; Jennifer Weinberger, Asst Town Manager; Julie Pasillas, Director of Community Resources; Theo Abkes, Director of Public Works; Jessica Clanton, Director of Finance; & A. J. Krieger, Interim Town Manager

2. PLEDGE OF ALLEGIANCE

Pledge was led by Mayor Sindelar

3. APPROVAL OF AGENDA

Motion by Trustee Jimenez, **second** by Trustee Conyac, to approve the Agenda.
All in Favor, **Motion carried.**

4. PUBLIC COMMENT

Ron Martin – 6466 Sage Ave, Firestone – Spoke re: New 4-H established in Firestone

5. CONSENT AGENDA

Motion by Trustee Heath, **second** by Mayor Pro-tem Peterson, to approve the Consent Agenda. **Roll Call Vote:** Trustee Heath – yes, Trustee Sharp – yes, Trustee Conyac – yes, Mayor Pro-tem Peterson – yes, Trustee Meiring – yes, Trustee Jimenez – yes. All in Favor, **Motion carried.**

6. PRESENTATION

Frederick-Firestone Fire Protection District 3rd Quarter Service Report – Chief Steve Iacino

7. LOCAL LICENSING AUTHORITY

Open: 7:20 pm **Close:** 7:23 pm

Brandon Sandberg with Dillon & Dillon, Pat Adams – Safeway District Manager & Gary Jones – Safeway Store Manager

Modification of Premises – Safeway Store #1828

Modification of Premises as outlined by Safeway Store #1828. **Roll Call Vote:** Trustee Sharp – yes, Trustee Conyac – yes, Mayor Pro-tem Peterson – yes, Trustee Meiring – yes, Trustee Jimenez – yes, Trustee Heath – yes. All in Favor, **Motion carried.**

8. DISCUSSTION/ACTION ITEMS

a. Draft Letter Responding to Citizen Request

Motion by Trustee Heath, **second** by Trustee Conyac, to approve the Draft Letter Responding to Citizen Request be sent. All in Favor, **Motion carried.**

9. PUBLIC COMMENT * (maximum time permitted for all Public Comment is 30 minutes)

None

10. REPORTS

a. Staff – Introduction of new Director: Paula Mehle, Director of Economic Development & FURA

b. Mayor – near future Work Session re: artificial grass/height of grass (maybe at Dev Regs Work Session)

c. Trustees

d. Committee Updates

9. EXECUTIVE SESSION Open: 8:10 pm Closed: 9:05 pm

a. Executive Session for the purpose of discussing 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 the Board of Trustees; or personnel policies that do not require discussion of matters personal to particular employees. Specifically, for the Board to conduct the Town Clerk's performance review.

Staff asked to participate: Jennifer Weinberger; Asst Manager (joined at 8:40 pm), Leah Vanarsdall, Town Clerk and Jan Sloat, Director of Human Resources

Motion by Trustee Sharp, **second** by Trustee Meiring, to adjourn into **Executive Session** for the purpose of discussing 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 the Board of Trustees; or personnel policies that do not require discussion of matters personal to particular employees. Specifically, for the Board to conduct the Town Clerk's performance review. **Roll Call Vote:** Mayor Pro-tem Peterson – yes, Trustee Meiring – yes, Trustee Jimenez – yes, Trustee Heath – yes, Trustee Sharp – yes, Trustee Conyac – yes. All in Favor, **Motion carried.**

Report from Executive Session

Motion by Trustee Meiring, **second** by Trustee Heath regarding the performance evaluation for the Town Clerk and based on that review, we want to instruct our Town Attorney to draw up a formal change of contract to reflect a 4% increase for the Town Clerk Meeting and Exceeding Expectations, the standard increase for meeting that level of performance for 2019. And in addition in the last two months, our Clerk received her Master Municipal Clerk Certificate and

based on that, we will be providing a 5% increase in recognition of that accomplishment, effective the first pay period in January 2019. **Roll Call Vote:** Trustee Heath – yes, Trustee Sharp – yes, Trustee Conyac – yes, Mayor Pro-tem Peterson – yes, Trustee Jimenez – yes, Trustee Meiring – yes. All in Favor, **Motion carried.**

Open: 9:08 pm **Closed:** pm

b. **Executive Session** for a conference with the Town's Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) regarding a potential claim.

Staff asked to participate: Kathleen Kelly, Town Attorney; Courtney Kramer, CIRSA

Motion by Mayor Pro-tem Peterson, **second** by Trustee Conyac to enter into **Executive Session** for a conference with the Town's Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) regarding a potential claim.

Roll Call Vote: Trustee Heath – yes, Trustee Sharp – yes, Trustee Conyac – yes, Mayor Pro-tem Peterson – yes, Trustee Meiring – yes, Trustee Jimenez – yes. All in Favor, **Motion carried.**

Report from Executive Session

No Report

Open: 10:30 pm **Closed:** 11:37 pm

c. An Executive Session for (1) a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b); and (2) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. 24-6-402(4)(e), regarding Town Manager recruitment.

Staff asked to participate: Kathleen Kelly, Town Attorney for Section (1) & Jennifer Weinberger, Asst Town Manager to join for Section (2).

Motion by Trustee Meiring, **second** by Trustee Sharp, to adjourn into An Executive Session for (1) a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b); and (2) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. 24-6-402(4)(e), regarding Town Manager recruitment. **Roll Call Vote:** Trustee Meiring – yes, Trustee Jimenez – yes, Mayor Pro-tem Peterson – yes, Trustee Conyac – yes, Trustee Sharp – yes, Trustee Heath – yes. All in Favor, **Motion carried.**

Report from Executive Session

No Action taken

11. ADJOURNMENT

Motion by Trustee Sharp, **second** by Mayor Pro-tem Peterson, to adjourn meeting at 11:39 pm. **Motion passed**, all in favor.

Introduced and Approved this 12th day of December, 2018.



TOWN OF FIRESTONE, COLORADO

Bobbi Sindelar
Bobbi Sindelar, Mayor

ATTEST

Leah Vanarsdall
Leah Vanarsdall, Town Clerk