COLLBRAN BOARD OF TRUSTEES SPECIAL MEETING

Thursday ~~Tuesday~~, February 7, 2008

SPECIAL MEETING
6:30 p.m. Collbran Town Hall

The special meeting of the Collbran Board of Trustees was called to order at 6:30 p.m. by Mayor Frank Jones. The Pledge of Allegiance was recited.

PRESENT ON ROLL CALL: Yes - Trustees Ed Satterfield, Roland Hall, Lee Lent, Rachel Maigatter, Mayor Frank Jones Absent - David Schuman, Rich Sharples
OTHERS PRESENT: Edith Ann Power, Manager/Clerk; Mike Wilkerson, Deputy Marshal; Mike Ralston

CONSENT AGENDA

CITIZEN COMMENT

There were no comments.

ITEMS ON THE AGENDA

PRESENTATION AND APPROVAL OF JOB DESCRIPTIONS AND SALARY RANGE FOR EMPLOYMENT POSITIONS:
MARSHAL
DEPUTY MARSHAL
PUBLIC WORKS SUPERVISOR
PUBLIC WORKS ASSISTANT

Suggestions for job description review, training schedules and compensation, evaluations, bonuses, and hiring practices, were discussed. Many areas of the Code are now inconsistent with Board direction which will happen until the entire Chapter 3 of the Code is rewritten. Manager Power clarified noted amendments to the job descriptions and the salary ranges were stated as follows:

Marshal	$37,000 - $49,000	Salary
Deputy Marshal	$35,000 - $44,000	Salary
Public Works Supervisor	$28,600 - $46,000	Hourly
Public Works Assistant	$25,000 - $41,000	Hourly

Public Works Employee 5% salary increase with Small Systems 'D' license Certification
5% salary increase with 'B' license certification

Trustee Satterfield moved to approve job descriptions and salary ranges as stated for the employment positions of Marshal, Deputy Marshal, Public Works Supervisor, and Public Works Assistant as presented; seconded by Trustee Lent

ROLL CALL: Yes – Hall, Lent, Maigatter, Satterfield
No – Jones

COMMENTS FROM MAYOR AND COUNCIL

The Trustees set additional personnel workshops at 6:30 pm for February 15, February 21, and February 26, 2008. A land use workshop will be held February 11, 2008.

Manager Power reminded the Board that she and the Mayor will be attending the three day jury trial concerning the Don and Shirley Nichols water line easement lawsuit February 11, 12, and 13, 2008, and meeting with the Town's litigation attorney Sunday, February 10. The job opening for the van driver and three amended ordinances were submitted to the PV Times for publication. The Town was billed $10,800 for the stream flow gage. A letter of apology has been received with the additional $3,600 being billed. The Board agreed to conduct a land use workshop for Monday, February 11, the same day Davis will be in the area meeting with several entities concerning the feasibility of a truck bypass. It was noted to the Board there are 18 employment positions that will require job descriptions and salary ranges.

Personnel workshops were scheduled for February 15, 21, and 26, 2008.

ADJOURNMENT

Trustee Maigatter moved to adjourn the meeting at 7:07 p.m.; seconded by Trustee Satterfield.

ROLL CALL: Yes - Hall, Jones, Lent, Maigatter, Satterfield

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Approved as Corrected Clerk