

# COLLBRAN BOARD OF TRUSTEES SPECIAL MEETING

Tuesday, April 15, 2008

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

The special meeting of the Collbran Board of Trustees was called to order at 6:32 p.m. by Mayor Pro Tem Roland Hall. The Pledge of Allegiance was recited.

**PRESENT ON ROLL CALL:** Yes - Trustees Ed Satterfield, Roland Hall, Lee Lent, Rachel Maigatter, Teri Appelhanz; Mayor Brad Osburn arrived at 6:47 p.m.; Kendall Wilcox absent  
**OTHERS PRESENT:** Edith Ann Power, Manager/Clerk; Gene Stricklan; Debbie Desmarreau; Rick Lucas

## CONSENT AGENDA

None

## CITIZEN COMMENT

None

## ITEMS ON THE AGENDA

*PRESENTATION AND APPROVAL TO HIRE AND SET SALARIES FOR THE FOLLOWING EMPLOYMENT POSITIONS:*

*VAN DRIVER*

*SEASONAL PUBLIC WORKS EMPLOYEE*

*SUMMER RECREATION DIRECTOR*

Mayor Osburn and Trustee Appelhanz conducted interviews with applicants on Friday, April 11, 2008. One person applied for the Summer Recreation Director position and there were no applicants for the Summer Recreation Assistant position. Three applicants were interviewed for the PW seasonal position. Only one applicant expressed interest in the van driver position. Many scenarios were discussed by the Board concerning distribution of job duties, summer recreation program offerings, feasibility of continuing van trips, van rider options, dates of employment, and salaries.

The Board agreed with staff's recommendation that all new hires must have a clean or acceptable MVR to meet CIRSA requirements; submit to a background check through CBI, and be fingerprinted as required by the State of Colorado.

Trustee Satterfield moved to hire the Summer Recreation Director at \$12 per hour starting immediately, ending August 5, 2008; seconded by Trustee Maigatter

**ROLL CALL:** Yes – Hall, Lent, Maigatter, Satterfield, Appelhanz, Osburn

Trustee Maigatter moved to support the recommendations by Mayor Osburn and Trustee Appelhanz for Summer Recreation Director; seconded by Trustee Appelhanz

**ROLL CALL:** Yes – Hall, Lent, Maigatter, Satterfield, Appelhanz, Osburn

It was agreed by the Board that the Summer Recreation Director should seek an assistant for the program and bring that suggestion to the Board for approval.

Trustee Satterfield moved to set the salary range for the Summer Recreation Assistant at \$7.10 to \$8.00 per hour depending on qualifications. The assistant position would start when the program started at approximately June 1, 2008; seconded by Trustee Maigatter

**ROLL CALL:** Yes – Hall, Lent, Maigatter, Satterfield, Appelhanz, Osburn

Trustee Lent moved to have Vic Sturm assume the duty of mowing and watering of the parks. There was not second. After further discussion, Trustee Lent rescinded his motion.

Trustee Lent moved to have the Public Works Supervisor allocate the park seasonal work duties among the existing Public Works employees; seconded by Trustee Hall

**ROLL CALL:** Yes – Hall, Lent, Osburn  
No - Satterfield, Appelhanz, Maigatter  
Tie vote; motion failed

Trustee Satterfield moved to hire the Public Works seasonal employee for 20 hours per week at \$10 per hour starting May 1, ending September 30, 2008; seconded by Trustee Maigatter

**ROLL CALL:** Yes – Hall, Maigatter, Satterfield, Appelhanz, Osburn  
No – Lent

Trustee Maigatter moved to offer Keith Todd, based on the recommendations of Mayor Osburn and Trustee Appelhanz, the 20 hour Public Works seasonal position at \$10 per hour and also offer him the van driver position at \$7.10 per hour; seconded by Trustee Appelhanz

**ROLL CALL:** Yes – Hall, Lent, Maigatter, Appelhanz, Osburn  
Abstain - Satterfield

Mayor Pro Tem Hall will contact the applicants approved for hire and inform them of the requirements, salaries, and hour changes.

Manager Power will verify with Laidlaw, who administers the grant for the senior van trips, if opening the van to other than senior riders will jeopardize the grant.

**COMMENTS FROM MAYOR AND COUNCIL**

Trustee Maigatter thanked Mayor Osburn and Trustee Appelhanz for interviewing applicants.

Gene Stricklan noted to the Board that the road surface on Cedar Crest Lane is falling apart.

**ADJOURNMENT**

Trustee Maigatter moved to adjourn the meeting at 8:05 p.m.; seconded by Trustee Satterfield

**ROLL CALL:** Yes - Hall, Lent, Maigatter, Satterfield, Appelhanz, Osburn

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Approved

\_\_\_\_\_  
Clerk