

# COLLBRAN BOARD OF TRUSTEES MEETING

Tuesday, July 8, 2008

## SPECIAL MEETING

7:30 p.m. Collbran Town Hall

The special meeting of the Collbran Board of Trustees was called to order at 7:31 p.m. by Mayor Brad Osburn. The Pledge of Allegiance was recited.

**PRESENT ON ROLL CALL:** Yes - Trustees Teri Appelhanz, Roland Hall, Lee Lent, Rachel Maigatter, Mayor Brad Osburn  
Absent - Ed Satterfield, Kendall Wilcox

**OTHERS PRESENT:** Edith Ann Power, Clerk; Jeff Phillips, Finance Clerk/Treasurer; Adam Appelhanz, Marshal; Mike Wilkerson, Deputy Marshal; Rick Lucas, Frank Jones, Sammi White, Emily Currier

### CONSENT AGENDA

None

### CITIZEN COMMENTS

None

### ITEMS ON THE AGENDA

#### **EXPENDITURE APPROVAL**

The Finance Clerk/Treasurer will be present at all future meetings to answer expenditure questions. Discussion followed each explanation of each expenditure item.

Trustee Hall moved to approve the expenditures for Jones and Sharples stipends, Source Gas, and Payroll Law training for the Treasurer as presented and explained. No overtime expenditure was approved; no second

Following discussion Trustee Hall withdrew his motion.

Trustee Appelhanz moved to approve all expenditures as presented and explained; no second. Motion failed for lack of a second.

Trustee Maigatter moved to approve the expenditures for Jones and Sharples stipends, Source Gas, and Payroll Law training for the Treasurer as presented and explained. Overtime expenditure approval was tabled until additional documentation is provided; seconded by Trustee Lent

**ROLL CALL:** Yes – Hall, Lent, Maigatter

No – Appelhanz, Osburn

#### **MARSHAL EXPENDITURE APPROVAL**

The Marshal's Procedure Manual has provisions for Citizen Citation of Merit and Appreciation. The Marshal requested funds to purchase plaques to present to volunteers who responded and assisted the Marshal and Deputy in a life saving situation on Main Street. A Certificate of Appreciation will also be presented to Plains Exploration and Production Co. for their monetary donation which provided the necessary equipment used in the situation.

Trustee Maigatter moved to approve the Marshal's expenditure for plaques to be presented to those assisting in an emergency life saving situation; seconded by Trustee

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

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**MANAGEMENT STRUCTURE**

Rather than discussing management structure as noted, Trustee Maigatter stated for the Board's clarification her instructions to employment attorney Michael Santo. The Board agreed that Mr. Santo will write a personnel manual from scratch rather than rework the Town of DeBeque's manual. He will also rewrite Section 3 of the Collbran Municipal Code.

**COMMENTS FROM MAYOR AND TRUSTEES**

Mayor Osburn commented on the great Heritage Days celebration and thanked those involved. Correspondence from Delta Petroleum stated the Community Counts Committee will be holding a public meeting in Collbran on July 31 to discuss the impact Delta is having in the area. More details will be available soon. The Board chose not to send the Town Election Official to a CMCA Election Workshop. The Town sign was installed before July 4. The Board will decide at the August regular meeting when and if to post the Public Works Supervisor position. The workshops with the PV School District Board are progressing cooperatively. The Board discussed the need for shorter more productive meetings.

**ADJOURNMENT**

Trustee Lent moved to adjourn the meeting at 8:54 p.m.; seconded by Trustee Appelhanz  
**ROLL CALL:** Yes – Appelhanz, Hall, Lent, Maigatter, Osburn

Approved \_\_\_\_\_

Clerk \_\_\_\_\_