

RECORD OF PROCEEDINGS

TOWN OF KREMMLING SPECIAL TOWN BOARD MEETING February 7, 2024

The Board of Trustees, for the Town of Kremmling, met at 200 Eagle Avenue, Kremmling, Colorado 80459. With Mayor Wes Howell presiding. The meeting was called to order at 6:11 PM. Trustees present: Jim Miller, Dave Sammons, Wes Howell, Doug Prewitt, Guy Bakke, and Leo Pesch. Staff present: Town Manager Ashley Macdonald, Town Clerk & Treasurer Teagan Serres, and Police Chief Jesse Lisenby. Town Attorney Melinda Culley was present virtually.

Conflicts of Interest: None.

Agenda Items:

- 1. Discussion & Action Item. Resolution No. 2024-02-01 A Resolution of the Board of Trustees for the Town of Kremmling, Colorado Supporting the Grant Application from the Edward Byrne Memorial Justice Assistance Grant Program (JAG) for the Purchase of a New Patrol Vehicle.**

Chief Lisenby presented Resolution No. 2024-02-01 and explained the Police Department would like to apply for a grant through the Edward Byrne Memorial Justice Assistance Grant Program (JAG) to assist with the purchase of a new patrol vehicle. He further explained the new patrol vehicle was identified in the ten-year Capital Improvement Plan (CIP) which was adopted along with the 2024 Budget at the December 6, 2023, Regular Board of Trustees Meeting. Chief Lisenby requested the Board of Trustees consider allowing the grant application request of \$85,000. The match can vary from zero percent to fifty percent if received.

Discussion included the following topics:

- Clarification regarding the condition of the current Police Department fleet.
 - Chief Lisenby reported they are beginning to deteriorate and have been receiving factory recalls for various vehicles.
- Clarification regarding the long-term replacement schedule of the current fleet.
 - Chief Lisenby reported this purchase fit into the long-term replacement plan.

TRUSTEE MILLER MOTION TO APPROVE Resolution No. 2024-02-01 as presented.
TRUSTEE PESCH SECONDS. Voice vote taken; 5 “aye” votes, 0 “nay” votes. MOTION PASSED.

2. Discussion & Action Item. Resolution No. 2024-02-02 A Resolution Adopting a Three Mile Plan.

Ms. Serres presented Resolution No. 2024-02-02 and explained the Colorado Revised Statutes requires the Town to have a plan in place for the area three miles extended from the municipal boundary prior to annexing any property within that three-mile area. She further explained the Town has identified growth development goals, objectives, and actions in the 2014 Comprehensive Plan. The designation of the Town's Comprehensive Plan includes the adopted growth and development goals and is sufficient to meet the state law requirements.

The Board of Trustees had no questions or concerns regarding Resolution No. 2024-02-02 or the proposed Three Mile Plan.

MAYOR PRO TEM SAMMONS MOTION TO APPROVE Resolution No. 2024-02-02 as presented. TRUSTEE MILLER SECONDS. Voice vote taken; 5 "aye" votes, 1 "nay" votes. MOTION PASSED.

Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees – **Town Manager Performance Evaluation**

Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees - **Town Manager Employment Agreement and Second Amendment to Employment Agreement**

TRUSTEE BAKKE MOTION TO ENTER EXECUTIVE SESSION for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees regarding the Town Manager Performance Evaluation. TRUSTEE MILLER SECONDS. Roll Call Vote was taken, Mayor Pro Tem Sammons, Trustee Prewitt, Trustee Bakke, Trustee Pesch, and Trustee Miller. 5 "aye" votes, 0 "nay" votes; MOTION PASSED.

TRUSTEE PREWITT MOTION TO ENTER EXECUTIVE SESSION for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: any specific employees

who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees regarding the Town Manager Employment Agreement and Second Amendment to Employment Agreement. MAYOR PRO TEM SAMMONS SECONDS. Roll Call Vote was taken, Mayor Pro Tem Sammons, Trustee Prewitt, Trustee Bakke, Trustee Pesch, and Trustee Miller. 5 “aye” votes, 0 “nay” votes; MOTION PASSED.

The Executive Session concluded at 7:49 PM; and no decisions were made during the Executive Session. The recording will reside with the Town Attorney for 90 days. Those present during the executive session were Mayor Howell, Mayor Pro Tem Sammons, Trustee Prewitt, Trustee Miller, Trustee Pesch, Trustee Bakke, and Town Manager Ashley Macdonald. Town Attorney Melinda Culley was present virtually.

Report From Executive Session:

1. Discussion, Direction or Action. Town Manager Performance Evaluation

MAYOR HOWELL reported the Board of Trustees met in executive session to discuss the Town Manager’s annual evaluation. At the Spring Work Session/Board Retreat the Board of Trustees and Town Manager will discuss a Town Manager Work Plan to establish goals for 2024.

2. Discussion, Direction or Action. Town Manager Employment Agreement and Second Amendment to Employment Agreement

MAYOR HOWELL reported the Board of Trustees met in executive session to discuss the Town Manager’s Employment Agreement and Second Amendment to the Town Manager’s Employment Agreement. MAYOR HOWELL directed the Town Attorney to amend the Town Manager's Employment Agreement and have it prepared for the February 21, 2024 Regular Meeting.

Adjournment:

MAYOR PRO TEM SAMMONS MOTION TO ADJOURN. Voice vote taken; 5 “aye” votes, 0 “nay” votes. MEETING ADJOURNED at 7:51 PM.

Teagan Serres, Town Clerk

Wes Howell, Mayor