

RECORD OF PROCEEDINGS

Hotchkiss Board of Trustees

June 24, 2021

1. CALL THE MEETING TO ORDER

Mayor Wilkening called the meeting to order at 6:00 p.m. Verbal roll call was taken. Present were Mary Hockenbery, John Marta, Patrick Webb, Pat Medina, Jim Wingfield, and Sven Edstrom.

Absent was: None

PLEDGE OF ALLEGIANCE

Those present recited the Pledge of Allegiance.

2. NEW BUSINESS

MARSHAL'S OFFICE NEXT STEPS

Mayor Wilkening told the Board that Attorney Bo Nerlin contacted CML (Colorado Municipal League) representative David Broadwell. David verified that holding interviews in an Executive Session for the purpose of filling a Department Manager's job is acceptable. This meeting will not be classified as attorney/client privilege and will be recorded. There will need to be two Executive Sessions in this meeting and will be on the agenda as follows:

- 1) For the discussion of a Personnel Matter under C.R.S. Section 24-06-402 (2)(f)
- 2) For the purpose of determining positions relative to matters that may be subject to negotiations under C.R.S. Section 24-6-402 (4)(e).

Mayor Wilkening cautioned the Board that they will stay within the parameters of the session. The terms of employment will be part of the discussion in the second Executive Session. The interviews will start at 5:00 p.m. and be scheduled at 5:00 p.m., 6:00 p.m. and 7:00 p.m. Town Clerk Ginger Redden suggested that the Trustees be at Town Hall a little earlier and have pizza since the meeting will be a long one. There will be copies of all applications and resumes for the Board to look at during the interviews.

INTERVIEW OUTLINE DISCUSSION

The Board discussed questions that should be asked of each candidate as well as whom should ask the questions.

Deputy Town Clerk Karen Laing made a list of questions that will be asked on Monday night once all Trustees have agreed upon them. (Attached to these minutes)

After several minutes of discussion, it was decided that Town Clerk Ginger Redden and Deputy Town Clerk Karen Laing should ask the questions so that the Board can listen and evaluate each candidate.

Once the interviews are concluded, the Board will go out of the first Executive Session, take a quick break, and move to go in to the second Executive Session for discussion of the candidates. Town Clerk Ginger Redden will include a description of the duties of Marshal with the copies of the applications and resumes.

The new Marshal will have an evaluation at the end of three (3) months, six (6) months and one (1) year. After the initial evaluations, the new Marshal will have a yearly evaluation.

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2. NEW BUSINESS (cont.)

The Board discussed listening to the Community. Several citizens came to the June 10th meeting and were passionate about what to look for in a new Marshal. John Marta told the Board that he would like to supply pizza for the Monday night meeting. He appreciates working with this Board and would like to show his appreciation.

3. ADJOURNMENT

Pat Medina moved to adjourn the meeting at 7:17 p.m., seconded by Mary Hockenbery. A verbal vote was taken with all Trustees voting in favor. Motion passed.

Respectfully Submitted,

Ginger Redden
Town Clerk