

**SPECIAL MEETING
PONCHA SPRINGS BOARD OF TRUSTEES
330 BURNETT AVE., PONCHA SPRINGS, CO**

MONDAY, NOVEMBER 5, 2012 - 6:30 p.m.

The meeting was called to order at 6:30 p.m. by Mayor Furton, who asked for a roll call. Those present:

Mayor:	Richard Furton
Mayor Pro-tem:	Ben Scanga
Trustees Present:	Aaron Kroschel, Galen Angelo, Ron Slaughter, Darryl Wilson, Rebecca Massey
Town Attorney:	Brad Redmiles
Town Administrator:	Jerry L'Estrange
Public Works Director:	Greg Smith
Clerk/Treasurer:	Diana Heeney
Town Planner:	Dee Miller
Visitors:	Ken MacNicol, Bret Collyer, Rex Riggenbach, Dave Ward, Neva Brekke Cathy L'Estrange, Bob Fowler, Cailey McDermott(Mtn. Mail)

NEW BUSINESS:

Personnel Matter

Mayor Furton stated he ask for this meeting to start a procedure to rewrite some job descriptions so he read the paper (Mtn Mail) and the paper says Poncha Springs Board of Trustees will meet at 6:30 to discuss personnel matters in regard to budget, not so. Then it goes on to say something about he did not want staff at the meeting. He went on to say he did not want a personnel meeting he wanted to have the meeting to start to look at job descriptions and stay within legal parameters as a Board. Furton stated it is actually the Administrators job to re-write job descriptions but it is not getting done so we are going to do it as a Board. Trustee Kroschel ask if Mayor Furton had something to give the Board in writing as to what you are trying to accomplish or just try to understand what you are saying. Mayor Furton stated he had ask Clerk Heeney to provide job descriptions and pay rates, and that was not done. Clerk Heeney ask if the Mayor would like her to get the information. Mayor Furton stated yes. Clerk Heeney provided the Board with staff job descriptions and pay rates. Mayor Furton ask if staff would like the meeting to continue as an open meeting or have an executive session. Administrator L'Estrange stated staff wanted an open session. Attorney Redmiles ask if all three staff wanted open session, L'Estrange confirmed they did. Mayor Furton stated he would also prefer open session.

Furton stated the problem is Poncha Springs has a payroll of about \$300,000 a year. He stated the revenue stream keeps drying up and cost of operating keeps going up, stating it does not take a brain surgeon to know this isn't sustainable. Furton stated so we are going to have to deal with it, we are in the position we are in due to Friend Ranch development not coming to fruition and Little River Ranch subdivision also suffering from the economic times. We can't keep spending hundreds of thousands of dollars out of reserves. L'Estrange stated we are not spending hundreds of thousands out of reserves. Furton stated he has asked for control maintenance projects giving examples of the Visitor's Center and Friend Ranch. He stated records need to be kept regarding

costs and staff time, then the town knows what it really is. Kroschel stated staff has held the line on the 2012 budget, noting it was projected to use \$120,000 of unappropriated reserves for the chip seal project to save the Town's investment in their streets. He went on to say \$45,000 is projected to come from reserves. Kroschel stated the Town can always become more efficient but if the trend continues staff will do their best to keep expenditures at a minimum. Kroschel stated the 2013 budget includes capital improvements including Hwy. Diet/ACP project and updating the Town's Land Use Code. Trustee Kroschel stated the previous Board addressed job descriptions, with the Administrators job description being redone in 2010 and adopted by the Board. He spoke favorably about having updated job descriptions. Trustee Angelo spoke favorably about having updated job descriptions, noting the Board had received advice from an attorney and the Town's insurance (CIRSA) regarding job descriptions noting he thinks they reflect a lot of guidance. Angelo went on to say the Board is skirting a very sensitive issue. Trustee Massey stated concern with spending reserves asking how the County can stay within their budget. L'Estrange stated all entities are fighting the budget battle in these economic times. Citizen, Bret Collyer, spoke critically about the PW Director. PW Director Smith stated this as quite insulting and gave a list of his current job duties, stating he is qualified to do the job. Trustee Scanga stated he does not think about one employee, asking if the town needs to have \$300,000 in salaries. He went on to say there is a need to make an adjustment in positions. Trustee Wilson stated he does not like spending reserves, noting in this economic time it is a challenge for all entities. Wilson spoke favorably about staying on top of the 2013 budget and revisiting this issue in 6 months. L'Estrange stated three staff persons went through the weekend worrying about their positions. Mayor Pro-tem Scanga stated his concern with \$300,000 payroll. Planner Miller ask if it was the Board's intent to beat up staff over the issue noting every since the election Mayor Furton has stated the need to cut staff and what positions. Trustee Angelo stated the issue at hand is the current Board's problem with the prior Board, noting the Board is responsible for budgeting decisions made, not staff. He went on to say staff only does what the Board directs. Mayor Furton stated we do not schedule annual maintenance/improvements in the town, noting the ditches are closing in and the park bathroom facility needs work. He went on to say the town will have more water in 2013 for ditch use. Furton stated the park bathroom is deteriorating and needs repair. Furton stated he expects the Board to look at job descriptions, noting Administrator L'Estrange has stated that there is no other way (other than personnel) to make significant cuts in the budget. Furton referred to the Town Administrator job description. He noted the Town job descriptions are full of supervisory duties, noting the Town has five (5) employees that need supervised. Furton stated if Friend Ranch and Little River Ranch had developed as planned the current staffing levels would be needed, going on to say more/better facilities would probably have been needed. He stated the development is not happening, asking if they(Board) wanted to continue down this road of spending reserve dollars. Furton stated all the maintenance projects need a folder with a cost estimate and if not completed, tack 10% on and put it back in the folder, then we know what we have to do and what the cost is. Furton stated when the highway is torn up for the intersection a water main will need to be installed, noting the Town does not have an excavator or a trench box, we will have to contract that out. Furton stated that these things happen every year (projects) and the town has to go to reserve funds to pay for them, what we need to do is head to a position of a control maintenance program. Furton stated he thinks about this and worries how it will get done, stating he needs all you guys to talk about this(maintenance program). He went on to say the Town didn't do such a great job, just didn't do what should have been done to have money for projects that need to be

done, that should maybe have already been done in his opinion. Administrator L'Estrange ask if the Mayor was commenting on budget or on personnel. He stated he has heard him(Mayor) say some things about the lacking of operational issues, but one could go back and say staff has done the best they could when considering the economy and what the Board has directed us(staff) to get done. L'Estrange stated to say for some reason that we are not fulfilling our job descriptions or not doing what we are supposed to do is a miscategorization. Trustee Angelo stated tonight's meeting is an opportunity for comments from all Board members with no decisions being made. The Board agreed. Discussion continued with the Board agreeing to keep an eye on the 2013 budget during the next six months and take a look at things in July.

With no further business the special Board meeting adjourned at 7:45 p.m.

Respectfully Submitted:

Diana K. Heeney
Clerk/Treasurer

Approved As To Form and Content:

Richard Furton, Mayor

Attest:

Jerry L'Estrange
Town Administrator