Resolution

RECOGNIZING BOULDER TOWN STAFF POSITIONS AND THE APPOINTMENTS THERTO:

WHEREAS Boulder Town has created various staff positions within the previous year’s Town Council Term;

WHEREAS Boulder Town Council has made appointments to these staff positions within the previous year’s Town Council Term;

WHEREAS Boulder Town Council desires to officially recognize all of the staff positions and the role of each position within Boulder Town; and

WHEREAS Boulder Town Council desires to officially recognize the person staffed into each staff position within Boulder Town.

THEREFORE, BE IT RESOLVED THAT THE BOUDER TOWN COUNCIL hereby recognizes the following staff positions for the administration of the Boulder Town affairs: (All caps is the Position Title.)

CLERK and is authorized to carry out all duties specified for that office in the Utah Municipal Code and in Boulder Town ordinances.

RECORDER is authorized to carry out all duties specified for that office in the Utah Municipal Code and in Boulder Town ordinances.

DEPUTY CLERK and may assist the town clerk as directed and may act on behalf of the town clerk in that person’s absence.

PLANNING COMMISSION RECORDING SECRETARY is authorized to carry out all duties specified in Boulder ordinances 152.042 (D) and other planning related administrative duties as assigned by the mayor or the planning commission chair.

TREASURER authorized to carry out all duties specified for that office in the Utah Municipal Code and in Boulder Town ordinances.

*{Working note: main treasurer duties in Municipal code 10-5-125, 2126, 127, Bond required by 10-3-831 (2), Apparently no reference to treasurer in town ordinance)*.

ZONING ADMINISTRATOR is authorized to carry out all duties specified for that office in the Boulder Town ordinances.

*{Working note: no mention of ZA in Utah Municipal Code)*

FIRE CHIEF is authorized to carry out all duties specified for that office in the Boulder Town ordinances, and the Emergency Operating Plan.

FIRE AUTHORITY (*alternative title FIRE MARHAL*) is authorized to carry out all duties specified for that office in the Boulder Town ordinances.

*{Working note: Fire authority is the preferred term in the fire code but fire marshal is used in multiple places in the ordinance relating to building approvals and road standards).*

FURTHERMORE, BE IT RESOLVED THAT THE BOULDER TOWN COUNCIL hereby recognizes that the following appointments to the staff positions have been made:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Boulder Town Position Title | Appointee | Appointment Date | Appointment Term Expiration Date  | Paid Staff/Volunteer/County |
| Clerk | Jessica LeFevre |  |  | Paid |
| Recorder | Jessica LeFevre |  |  | Paid |
| Deputy Clerk | Lacy Allen |  |  | Paid |
| Planning Commission Recording Secretary | Jessica Lefevre |  |  | Paid |
| Treasurer | Lacy Allen |  |  | Paid |
| Zoning Administrator | Erin Smith  |  |  | Paid |
| Transcriptionist |  |  |  | Paid |

FURTHERMORE, BE IT RESOLVED BY THE BOULDER TOWN COUNCIL that the above appoints are ongoing and will continue until a replacement is appointed by the Town Council.

FURTHERMORE, BE IT RESOLVED BY THE BOULDER TOWN COUNCIL that this resolution is subject to interpretation under Boulder Code 10.08 *{Working note: Allowing substitution makes sense, but 10.08 is confusing and seems very vague)*

ADOPTED by the Boulder Town Council this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2023.

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Attested: Judy Drain, Town Mayor

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Jessica LeFevre, Town Clerk