

**Boulder Town Council Special Meeting
July 10, 2024 7:00 PM
Meeting Minutes**

Town Council Members present- Mayor Judy Drain, Ray Gardner, Gladys LeFevre, John Veranth

Town staff present or on Zoom- Town Clerk Jessica LeFevre

Meeting was called to order at 7:00 PM MST

The Pledge of Allegiance is spoken

Approve agenda

Mayor Drain opened by stating the importance of coming together to decide what to do regarding the Town Clerk position.

Councilmember Lefevre made a motion to approve the agenda. Councilmember Veranth seconded the motion.

All in favor. Motion Carries.

TC conflict of interest disclosure

None

Public Comment

Dan Pence commented that there has been talk about contracting out the Town Clerk position and he would like the town to know he is opposed to the option. He wants someone who knows who the locals are and who he is and it should be someone who lives in this community.

Town Attorney Agreement

Mayor Drain reported that funds have been approved in the budget and he is under a 1 year contract. Michael Winn is a valuable resource the Town uses a lot. The contract states \$1250 a month for 1 year and if an hourly rate is necessary for next year, that is an option.

Councilmember Lefevre asked for clarification on how many hours. Councilmember Veranth stated he is \$75.00 an hour so this is a better value for the hours he has been spending.

Councilmember Lefevre made a motion to accept the contract with the 2 changes for the 1 year.

Councilmember Gardner seconded the motion.

All in favor. Motion carried.

Discussion regarding how the Five County AOG Local Administrative Advisor Roger Carter can assist Boulder with the Town Clerk transition

Councilmember Lefevre commented that this isn't just Jessica's job. It affects everyone who works for the town. She also stated that Jessica is her daughter-in-law and needed that to be public.

Roger Carter spoke about his experience in local government working with towns who do not have adequate staffing.

He stated that the Town Clerk position is very important. Some of the duties include: Land Use, Financial, Legal, HR and Elections. He said having a solid Town Clerk should be a priority.

Pay structure was discussed and Roger stressed that this job is a "knowledge" job and it requires qualifications and a skilled worker. Local wages will play a role into what the pay structure would look like.

Roger Carter stated that a town cannot be without a clerk. LAA's such as Roger are unable to do the recordings for towns. The state has said how important the Town Clerk position is.

Councilmember Veranth asked the Council to think about this and see if they could come up with the money to increase wages for Town staff.

Decisions on recommendations to staff regarding next steps

Mayor Drain mentioned dump fees that could increase revenue and there needs to be a conversation about increasing revenue.

Commissioner Gardner says his main concern is looking at actual variables.

Councilmember Veranth summarized that we have asked Jessica to address stressors other than pay that are causing problems. The Town Council should suggest ideas where income may be generated and items that can be cut from the budget.

Town Clerk Jessica Lefevre said when she resigned, there was an end date. She said she gave her notice a month ago and she wants to thank the council and she appreciates that they have considered what she has said and have tried to work with her. She said she is willing to continue in this position for a little longer and she does not

have an end time in mind, but she would like to see the Town Council make some decisions.

Councilmember Veranth thanked Jessica Lefevre for everything she has done and he appreciates her cooperation.

Adjourn

Mayor Drain Adjourned this meeting.

Date Minutes Approved: Sept 5, 2024



Jessica Lefevre, Town Clerk