

Minutes

Board of Trustees – Firestone Town Hall
151 Grant Avenue, Firestone, CO 80520
6:00 p.m.

November 10, 2009

Special Board Meeting

The Town Board of Trustees of the Town of Firestone met in special session at Town Hall, 151 Grant Avenue, Firestone, Colorado. Mayor Auer called the meeting to order at 6:40 p.m. Roll call was taken with the following persons present:

<i>Mayor:</i>	<i>Chad Auer</i>
<i>Mayor Pro-tem:</i>	<i>Charlie Thomas</i>
<i>Trustees:</i>	<i>Butch Walb</i>
	<i>Matt Holcomb</i>
	<i>Darrell Walsh</i>
	<i>Paul Sorensen</i>
	<i>Kelly Morgan</i>

<i>Also present were:</i>	<i>Cheri Andersen, Town Manager</i>
	<i>Wes LaVanchy, Director of Operations</i>
	<i>Judy Hegwood, Town Clerk, CMC</i>
	<i>Sam Light, Town Attorney</i>

Pledge of Allegiance

All rose for pledge of Allegiance to the flag.

ORGANIZATIONAL STRUCTURE – DISSCUSSION/DIRECTION/ACTION

Mayor Auer opened the meeting with remarks and comments and thanked the Board of Trustees and those who he personally spoke to regarding the current organizational structure of the Town of Firestone. He described a SWOT analysis of the organization structure, gave information that resulted from a current citizen survey that was conducted Town-wide, and noted that he has had many interviews with stakeholders, staff, citizens and customers. The questions he asked the Board of Trustees to consider were to decide what is stewardship, how to proceed, and does the Board want to stick with the two-administrator organization or go back to a one-administrator organization.

General comments from the Board were that the two-administrator organization is not working.

Town Manager Cheri Andersen asked whether the system is not working due to a lack of understanding of how everything fits together and who handles what. Mayor Auer answered that people had a variety of comments as to why the current system is not working and there was not a lot of buy-in from senior leadership and that there needs to be more collaboration.

Attorney Sam Light gave an overview of the previous type of administration prior to 2008 and then went on to discuss the changes in positions for the Town in 2008. Attorney Light stated that each of the administrative positions is a different positions, that the Board is the policy maker, and that the Board itself decides if it prefers a one- or two- administrator system. Attorney Light noted this would be a policy decision for the Board and that discussion of the organizational structure is separate from administration of procedures under the personnel manual.

There were some flow charts or potential organization structures shown on the white-board. Town Manager Cheri Andersen stated that when discussions first began regarding a second in command the need was for an assistant Town Administrator. Director of Operations Wes LaVanchy stated that if such a position were added top management would craft a proposed job description of what that position would do and the tasks that would be assigned to it.

There was more discussion about the need for an HR person, and Mayor Auer stated that this meeting could not be adjourned without confronting the issue of the organizational structure. The Board agreed.

Trustee Morgan moved, seconded by Trustee Walb, for the Town of Firestone to go to a single administrator system. Attorney Sam Light stated that the effect of the motion would be to define the Board's vision, but would not address the two positions the Board now has under contract. Trustee Morgan withdrew the motion and Trustee Walb seconded.

Trustee Morgan asked if all could agree to a single administration system.

Mayor Auer called for a recess at 8:15p.m. The Board reconvened from recess at 8:18 p.m.

Director of Operations Wes LaVanchy suggested that he leave the meeting room so the Board could talk freely. Director LaVanchy left the meeting room at 8:20 p.m. Town Manager Cheri Andersen offered the same and left the meeting room at 8:20 p.m. Both Wes LaVanchy and Cheri Andersen acknowledged that they were voluntarily leaving the room on their own accord.

The Board discussed different organizational flowcharts. There was consensus that there should be a single administrator system which was depicted on the white board as shown below.

Board of Trustees-Legal and Town Clerk

Manager

HR

Safety, Public Works, Administration, Web Page, Building Dept.

Consultants, Nickerson CO. and CCG

Trustee Morgan moved, seconded by Trustee Holcomb, for the Town of Firestone to go to a single administration system. with one Town Manager under one organizational chart. Roll call was taken with a unanimous vote.

Cheri Andersen and Wes LaVanchy were called back into the meeting at 9:09 p.m. There was discussion of the Board's decision to go to a single administrator system and steps to implement that. Cheri Andersen and Wes LaVanchy both volunteered to leave the meeting while the Board made their final discussion. They both left the room at 9:15 and acknowledged that they were voluntarily leaving the room on their own accord.

There was discussion regarding an interim administrator.

Mayor Auer stated that this was not an easy choice, but based on the information he has gathered he is in favor of appointing Wesley LaVanchy as Town Manager, for a variety of reasons. Discussion. Attorney Sam Light recommended that if the Board hired an interim administrator, it do so under an "at will" contract. Mayor Auer stated that at reevaluation time, if Wes LaVanchy is not performing well, then to put the position out for bid. Trustee Thomas stated that both Wes LaVanchy and Cheri Andersen are intelligent individuals who have served the Town well. Trustee Holcomb and Trustee Walb both agree with Trustee Thomas. Mayor Auer said he wants to celebrate the person whom is not selected and to revisit this again in February 2010 to find out if the new structure is working or not, and if not, to go forward with an RFP search.

Trustee Sorensen thanked Mayor Auer for all of his long hours and visits with several different people to see how they felt, and said he knew it was a tough job.

Attorney Sam Light gave the Board direction on how to frame a motion to proceed with action on the existing employment contract.

Trustee Holcomb moved, seconded by Trustee Sorensen, to terminate the current employment contract with Town Manager Cheri Andersen pursuant to Section 5 of the contract, effective on December 4, 2009; to make December 4, 2009 Cheri Andersen's last working day for purposes of severance, that Ms. Andersen be placed on paid leave until December 4, 2009, and that severance be paid for the balance of December 2009 and January and February 2010 in one lump sum or as determined by the Board. Roll call vote was taken and motion carried with a vote of 4-Yea; 2-Nay. Trustees Thomas and Walb voted Nay.

Trustee Holcomb moved, seconded by Trustee Sorensen, to enter into negotiations with Wesley LaVanchy for the position of Town Manager beginning on November 11, 2009, with a contract for same to be returned to the Board. Roll call vote was taken and motion carried with a vote of 5-Yea; 1-Nay. Trustee Thomas voted Nay. Attorney Light stated the effect of the motion is that Mr. LaVanchy would remain under his current contract until such time as an amended contract were approved by the Board.

Ms. Andersen and Mr. LaVanchy were brought back into the meeting room at 10:20 p.m.

Mayor Auer thanked them both and said this has been a very difficult decision, and that the Board of Trustees has come to some conclusions. Mayor Auer then announced that the Board has decided to go with one Town Manager under one organizational structure and has elected to appoint Wesley LaVanchy as Town Manager and to terminate the current contract with Ms. Andersen effective December 4, 2009., as was adopted by motion.

Mayor Auer stated that the Board wants to honor Ms. Cheri Andersen's contributions and they have great deal of gratitude for her.

ADJOURNMENT

There being no further business to come before the Board of Trustees, Trustee Holcomb moved and Trustee Morgan seconded, to adjourn the meeting. The meeting adjourned at 10:25 p.m.

TOWN OF FIRESTONE, COLORADO

Chad Auer, Mayor

ATTEST:

Judy L. Hegwood, Town Clerk

READ AND APPROVED THIS _____ DAY OF _____, 2009.