



PUEBLO WEST METROPOLITAN DISTRICT

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SPECIAL BOARD MEETING
729 E. GOLD DRIVE
MARCH 16, 2020 – 9:00 AM.

MINUTES

The Board of Directors of The Pueblo West Metropolitan District met at 729 E. Gold Drive, Pueblo West, Colorado, on March 16, 2020; at the hour of 9:00 AM. Vice President Smith called the Special Meeting to order.

A. CALL TO ORDER, Vice President Matt Smith

B. ROLL CALL

Vice President Smith called the roll: Director Mike French, Director Judy Leonard, and Director Terry Zupan present. Vice President Smith was present. President Doug Proal was noted as an excused absence.

Also present was Nina Vetter, District Manager; Harley Gifford, General Counsel; Sabrina Cotta, Administrative and Internal Services Director; Sam Dosen, Communications and Outreach; Jennifer Pearson, Human Resources Manager and Brian Caserta, Fire Chief.

C. APPROVAL OF AGENDA

Director French motioned to approve the agenda as presented; seconded by Director Zupan. Motion carried 4-0.

D. BUSINESS

D1. RESOLUTION 2020-021 A RESOLUTION DECLARING A LOCAL DISASTER WITHIN THE PUEBLO WEST METROPOLITAN DISTRICT DUE TO THE NOVEL CORONAVIRUS (“COVID-19”):

Ms. Nina Vetter, District Manager, and Mr. Harley Gifford, General Counsel, advised the Board that Pueblo County has declared a local disaster and by doing so, it gives our district potential Federal funding. Per state statute the resolution must specify disaster. This resolution extends the timing past seven days and upon terminating the local disaster status, a new resolution would be present to the Board for approval. Director Zupan made the motion to approve, seconded by Director French. The motion passed 4-0.

D2. RESOLUTION 2020-020 A RESOLUTION ESTABLISHING PAID TIME OFF FOR EMPLOYEES IN RESPONSE TO THE NOVEL CORONAVIRUS (“COVID-19”):

Ms. Vetter advised the Board that this resolution is defined as COVID-19 PAID LEAVE and follows the best practices and procedures for employees per Center for Disease, State of Colorado and the County in offering specific leave for COVID-19. Upon exposure and/or contact, protocols can require a two week quarantine-self isolation per employee. This resolution allows for the District Manager to set the policy and approve the standard operating procedure in approving paid COVID-19 leave of absence. First responder policies were discussed by Brian Caserta, Fire Chief, to ensure board members protocols are set and in place to protect our employees. Director Zupan made the motion to approve, seconded by Director French. Motion passed 4-0.

D3. CANCELLATION OF THE MARCH 24, 2020 BOARD OF DIRECTORS MEETING DUE TO COVID-19:

Ms. Vetter requested that the upcoming public Board of Directors meeting set for March 24, 2020 be canceled due to the novel COVID-19 outbreak. Director French made the motion to approve, seconded by Director Zupan. Motion passed 4-0.

E. ADJOURN

There being no further business to come before the Board, Vice President Smith adjourned the meeting. The next regular meeting is scheduled for April 14, 2020 at the hour of 6:00 P.M., presently set for the meeting room of the Board of Directors, 729 E. Gold Drive, Pueblo West, Colorado.

Secretary

Approved 04/14/2020