



PUEBLO WEST METROPOLITAN DISTRICT

109 E. Industrial Blvd • PO Box 7005 • Pueblo West, Colorado 81007
Administrative Offices (719) 547-2000 • Fax (719) 547-2833

**SPECIAL BOARD MEETING
729 E. GOLD DR.
MONDAY, JULY 1, 2019 – 9:00 A.M.**

MINUTES

A. CALL TO ORDER

President Proal called the meeting to order at 9:00 am.

B. ROLL CALL

Directors Mike French, Judy Leonard, Doug Proal, and Matt Smith were present. Director Terry Zupan was present at 9:13 am.

Also present was Nina Vetter, District Manager; Harley Gifford, General Counsel; Laura Savage, Assistant to the District Manager; Roni Kimbrel, Budget and Accounting Manager; and one member of the audience

C. OLD BUSINESS

None

D. NEW BUSINESS

1. RESOLUTION 2019-061 A RESOLUTION APPROVING AN AMENDED DISTRICT MANAGER EMPLOYMENT AGREEMENT BETWEEN THE PUEBLO WEST METROPOLITAN DISTRICT AND NINA VETTER

Director Smith motioned for the approval of the resolution, seconded by Director French. Ayes: French, Leonard, Smith, Zupan. Nays: None. Abstained: None. Motion Carried 4-0.

2. DISCUSSION AND ACTION REGARDING CLOSURE OF PUEBLO WEST METROPOLITAN DISTRICT OFFICES ON JULY 5, 2019

President Proal requested the record reflect that Directors Leonard and Zupan requested the special meeting to discuss the item. Director Leonard stated she was not in opposition to giving employees an unscheduled day off, then expressed concern that certain departments and employees are unable to take the day off. She pointed out that, in her opinion as a policy decision, it should have been made by the Board and not the President and Vice President. President Proal noted Ms. Vetter comes to the Board regarding policy issues, and it was his belief that Ms. Vetter's decision to close the District on July 5 was administrative in nature and did not require Board approval. He stressed that he did not make a decision for the Board, did not intend to usurp the Board's authority, and agreed with Ms. Vetter that closing for July 5 would be a great idea. It was noted that Director Smith agreed with President Proal, and employees scheduled to work July 5 would be compensated with a different day off. A discussion was held regarding the difference between Board policy decisions and administrative decisions. Director Smith expressed concern regarding the discussion that took place during the June 25 meeting and requested potential attacks be handled outside of a public meeting. Director Leonard stated that such decisions should be handled by the Board and not the district manager. Mr. Gifford clarified that at no time were more than three directors were involved in the decision, then reviewed the portion of the personnel policy that addresses the Board's abilities regarding the District, including personnel issues. It was noted that the Board has delegated such authority to Ms. Vetter as the district manager, and within her job description she has the authority to schedule work time. Ms. Vetter acted within her authority to grant employee's time off on July 5, and Mr. Gifford suggested that the Board clarify the policy of the Board regarding such personnel issues. After a brief discussion, Director Zupan had no further comment. Director Leonard requested additional communication from Ms. Vetter regarding such issues. Director French stated he did not want to micromanage and supported Ms. Vetter's decision to close July 5. Director Smith requested improved Board communication and appreciated Ms. Vetter's employee support. Lastly, the Board supported Ms. Vetter's decision to close the District on July 5.

E. ADJOURN

There being no further business to come before the Board, President Proal adjourned the meeting at 9:22 am. The next regular meeting is scheduled for July 9, 2019 at the hour of 6:00 P.M., presently set for the meeting room of the Board of Directors, 729 E. Gold Dr., Pueblo West, Colorado.

Secretary

Approved 07/23/2019