



**TOWN OF ALPINE
COUNCIL MEETING
Minutes
August 7th, 2007**

**Clerk's Note: Minutes are a summary only of a tape recorded meeting.*

Mayor DeCora called the meeting to order at 7:00, and held the pledge of allegiance.

A quorum was established by the clerk through a roll call. Council members present: Don Wooden, Shirley Brown, Tom Turner, and Don Jorgensen. Mayor DeCora was also present. Other staff in attendance: Treasurer – Brenda Bennett, Clerk – Kimberlee Jansen, Secretary – Terra Miller, Maintenance Personnel – Val Jensen and Frank McAbee, Town Attorney – Stefan Fodor, , Town Planning & Zoning – Kennis Lutz.

Council Minutes: July 17, 2007. **Tom Turner motioned to approve the minutes. Don Jorgensen seconded. VOTE: 5- yes; 0- no; 0- abstain; 0- absent. Motioned carried.**

Planning & Zoning Minutes: July 24, 2007. **Don Jorgensen motioned to approve the minutes. Shirley Brown seconded. VOTE: 5- yes; 0- no; 0- abstain; 0- absent. Motioned carried.**

E&D – Rob Wagner on behalf of the fire department recommended that a main hydrant be installed because of the outflow. Val Jensen confirms outflow of 4” main and 6” main so hydrant is conforming. Don Goetz is willing to install hydrant for \$3500.00 . Don Wooden replied that it was a reasonable request and for council to approve this recommendation. **Don Wooden motion to approve Tom Turner seconded. Vote: 4- yes: 0-no: 1-abstain: 0-absent.**

Bob Norton: Bio-membrane reactor for the WWTP. The Town of Alpine received one bid for majority of equipment for the WWTP from **ENVIRO-QUIP** rep out of SLC UT. Bid will remain open for 120 days. Bid for \$1,183,000.00 is within town budget. Suggestion to council to accept bid. Technical bid, bid does not include piping, lift station, screens and headwork. Anticipation of this is within budget. Enviro-Quip warranties membrane for 10 years. 1-5 year 100% then 5-10 year based warranty of usage of membrane. Membrane will set in concrete tank, frame is stainless steel and fits below water level. Building will be bid to general contractor specs and also installation of equipment. Schedule: submitted plans & specs were to DEQ middle of June. Has 60 days to respond. DEQ permit to construct. Bid for construction to be out in September &

award for contract to be October. Mayor asked for approval of bid. **Don Jorgenson motion to approve bid and give Nelson Engineering the authority to clarify the details of the bid. Shirley Brown second. Vote: 5-yes: 0-no: abstain: 0-absent**

2007/2008 Snow Removal Bids: motion to table snow removal bid, until further review. See insert letter from Val Jensen. Stephen Fador refers to **WY statute 15-1-113** which states contract of public improvement. All contract of improvement must go out to bid pursuant to statute. **Mayor asked for motion to table bid. Don Wooden motioned. Don Jorgenson second Vote: 5-yes: 0-no: abstain: 0-absent**

1st reading 161-ordinance no. 2007-17 Concerning discharge and connection requirements to the wastewater system. Mayor Decora questioned if this ordinance is a public notice. She said she would hand deliver it to restaurants. She then asked that ordinance **161-ordinance No. 2007-17** be published. **Mayor asked for motion to approve reading Tom Turner motioned. Don Jorgensen second Vote: 5-yes: 0-no: 0-absent**

Approval of contract for Lower Valley Energy: Power to the wastewater treatment plant. Currently does not have 3 phase power to plant. Expanded power cost Towns responsibility. Budget \$86,000.00 within financial plan. Price came in at \$77,283.27. Contract needs to be entered in with Lower Valley Energy in order to get power to WWTP. Capacity will be larger than needed for unexpected wattage or other needed expectations. Copy of contract will be left with Mayor Decora for signature and check taken out of account provided North Star Utility. **Don Wooden motioned to approve and sign contract and issue check Don Jorgensen second Vote: 5-yes: 0-no: 0 – abstain: 0-absent**

Review Contract represented by Mike Hackett WWDC: Stephan Fador has reviewed and approved. Mr. Fador asked for approving participation and accepting financial package. Shirley Brown asked about provision 4-C. Stephan Fador highlighted plan to council as in contract. Town contribution will be \$339,000.00 as of which \$15,000.00 will be contributed into fund per year. WWDC will contribute \$688,090.00. Town is to submit plans & specifications & budget for approval to WWDC, in which the WWDC reserves the right to approve bids. Project must be completed by the year 2012. Jim Dubuiz questioned where the \$300,000.00 will come from. Mayor Decora stated she has e-mail stating Town has approval for loan, she will confirm with Chris Abernathy. **Don Wooden motions to approve if loan is in fact approved. Tom Turner seconds vote 5-yes: 0-no: 0-absent**

1st Reading 162 Ordinance No. 2007-18 Alternatives to allowing people to develop their property & put in a temporary septic/holding system until such time when they can hook onto the towns holding facility grace period 6 months. Stephen Defor ask Mayor Decor to read **1st reading of 162 Ordinance No 2007-18** read in full by Mayor in its entirety. Mayor then asked for a motion to approve **162 ordinance 2007-18. Don Wooden accepts if we can modify the ordinance to the date of Fall 2008 and reiterate to allowing the public to only 6 months of WWTP facility operational the temporary**

septic/holding system. **Mayor Decora asks for a second to approve motion Don Jorgensen seconds vote 5-yes: 0-no: 0-absent.** Chad Hudson stands to speak and claims of financial hardship & new ordinance will not benefit him, because of his lot being too small. Mayor claims she has talked with person who has sold him lot and is willing to allow him to put a temporary/septic holding tank. Mr. Hudson said in order to do that he would have to go under town road and put in a line over existing town lines. Don Wooden says that would not be reasonable. Mr. Hudson would like to utilize set back. He is then referred to P&Z to do this. Mr. Wooden would like P&Z to follow up with council on this. Mr. Chichinsky stands to speak and ask about the reading and report of Clearwater. Mr. Chichinsky claims capacity was 41,000. Mayor says there are 2 issues with WWTP 1 is capacity and the other is process. The mayor states that Clearwater has resigned. Don Jorgensen says discharge was over the limit in aspect of bacteria. Which means the Town was not in compliance, therefore cannot accept new hookups to WWTP. New plant will be September 2008. Permits have been given knowing of this problem of hookups. Don Wooden states capacity of 88,000 gallons and would like weakly status of flow meter and colony count so public understands this. Mayor says there are numerous tests to be in compliance. Flow meter spikes when hotels and summer properties are occupied, and changes daily. Mr. Hudson states when he did buy property he did sign knowing of WWTP 2008. And Mayor Decora refers back to **Ordinance 162 No. 2007-18**
Don Wooden ask to move onto other business.

1st reading 163- ordinance No. 2007-19- An ordinance suspending the issuance of building permits that require connection to the town's WWTF Mayor ask for a motion to approve. Mr. Fador asks based on Don Wooden comments on previous **Ordinance No. 2207-18** to delete the clause of fall 2008. Mayor asks for another motion to approve motion with omission of in the fall of 2008. Don **Jorgenson motions to pass and Shirley Brown seconds.** Don Wooden ask for discussion. Is the previous ordinance same as **Ordinance 163-ordinance No. 2007-19.** Mr. Fador says the emergency ordinance is for action today not 6 weeks because of the urgency of WWTP. **Don Jorgensen motions to pass Shirley Brown seconds vote 5-yes: 0-no: absent-0**

Ongoing Business: Annexation of Alpine Meadows Mayor asks, "Annexation of Alpine Meadows pending till further information"? Mr. Fador replies partially tabled and that he has been working on franchise agreement with Alpine Meadows attorney 3rd draft. When Mr. Fador returns from vacation he will have a form to represent to council for initial review. The annexation agreement is on hold and the hurdle is the franchise agreement.

Department Updates: Legal/Attorney Mr. Fador asks on legal, the Towns intention on specs to roads in Alpine Meadows are to be public roads or remain as private roads. It is a large part of franchise agreement, maintenance. Don Jorgensen says originally Halpin plans to keep as private roads. Don Wooden agrees as does Shirley Brown. Mr. Fador then asks of paving bids to be addressed. Mayor asks to discuss those at a later date. Meeting went into recess @ 8:25 p.m. to resume @ 8:30 p.m. per Mayor Decora.

UNPAID BILLS: None at this time

Meeting called to order at 8:37p.m conclusion to regular session

Public Hearing: Continued Employment of Town Treasurer Brenda Bennett. Mayor reads as follows: Brenda Bennett considered for termination based on neglect of duties as town treasurer. **WY Statute 15-2-102** states that an officer may be removed by the Mayor for incompetence or neglect of duties. The town code **Chapter 52-501** states that an officer discharged by the Mayor shall have the right to appeal that discharge to the council for consideration. The decision of the Mayor may be reduced by majority vote of 3 on the entire council. For the purpose of this hearing your employment will be considered by the entire council as WY case law has stated that an appointed officer has a property interest in their position for term of that position. As a result that officer has a due process right to notice & opportunity to pre-termination hearing. You will be provided with reasons why you are being considered for termination. You will have the right to respond to any statements or evidence against you. You have the right to present argument and evidence on all issues raised by the council, or other issues related to your employment. You have the right to present witnesses to support your arguments or evidence. You can hear in person, or by, or with council or other qualified representative at the conclusion of all evidence and argument. The council will vote by motion properly seconded whether or not your employment shall continue or if what if any reason or condition will be placed on your employment or the council can vote to terminate your employment and decide on what if any severance benefits you will be accorded. Brenda Bennett states, so what you are telling me this is a pre-hearing. That she has not been afforded the ability of the things that are going to be asked and she has not properly prepared, she feels this is a preliminary hearing. She has no idea what the questions are going to be and thinks she needs time to answer those questions she needs to get paperwork and witnesses ready and go through minutes and such not. Mayor says she disagrees and that Brenda has had 2 weeks. Brenda states she did not know what the questions are, if you want we can wing it if you like. Mr. Fador reiterates to Mayor in all fairness to Ms. Bennett they should have the procedure outlined and continue this to the next meeting, given to her statement the fairest and respectable thing to do at this point. And to have the council move on and vote. Brenda says that was fine with her. Mayor says she can give her the questions and everything that she has. Mr. Fador said the council should give its reasons and statements and Brenda should have opportunity to find answers. Brenda asks for a copy to go through also. Mayor says she will start chronologically. Last winter she has concerns regarding payroll procedures and policy surrounding payroll. Last winter town employee was on out for nearly 3 months with personal illness. And this employee was paid in full the entire 3 months he was out while ill. Brenda says, yes maam he was because he had that much sick leave and vacation. And she had discussed it with Mayor his situation while employee wasn't here and Family Medical Leave Act they are entitled to take sick leave and vacation before having to come to work. Mayor says that is a pretty generous benefit from the town, and asks if we have records paid time off accrued. Brenda states yes it is on everyone's payroll check and accounting system and look into that. You will see when sick leave has started when ran out or if he had gone into vacation. If Brenda remembers correctly he did not have to

go into vacation. But since then he has used some vacation because his sick leave has been depleted. Mayor says the Family Medical Leave Act does not say it is paid time off. Brenda says if he has the time accrued it is time paid off. If he was to be gone for more than that and he did not have medical sick leave or vacation you are exactly right it is non pay but as long as he has that he is entitled to that. Shirley Brown asks is there a limit on amount of sick leave built up. Brenda states she believes it is a total of 300 hours that can be accumulated it also states in policy and procedure manual if employee is leaving or is fired you do not get paid sick pay. You are entitled to vacation pay. Shirley Brown asks of limit of vacation pay. Brenda claims 120 hours of vacation pay is limit. Mayor asks another concern of payroll. End of May, Mayor, Shirley, Val, Mack and Brenda had a discussion on overtime. The pay period after discussion Brenda calls Mayor and states no one has had overtime. Mayor says looking at the payroll everyone has had overtime through the end of June. Brenda states the only person that should be getting overtime would be Val Jenson because he does put in the overtime. And to her recollection to the conversation with the Mayor if they deserve it and put in the time then yes she claims the Mayor said to pay the overtime. Mayor says on one occasion you have called me. And Brenda says she called the Mayor a couple days ago and the Mayor says no. Mayor says, Val has overtime Brenda has overtime Kimberly has overtime and she is curious why that wasn't managed better. Brenda states that they had miscommunication. Mayor DeCora agrees. Mayor DeCora says on other occasion. That stands out, is this spring when it was time to dust control the roads. The town didn't have money to do mag water. Would you tell me your instruction to Val. Brenda states, what we had done in the past and what we have discussed this year since we had already made the decision to go with North Star Equipment on the snow removal and the dust removal was decided 2 years ago that they would be the main people to do town roads. And NSE understood town budget and how money came in every year so had opted every year to wait for payment until next year budget to get paid for work done. Contract they had worked out Brenda states she is not sure if it was a written contract, but she knows it was a verbal contract she was present in meeting when it was discussed. Mayor asks. Is that legal to spend money in this budget year and take it out of next budget year. Brenda states, she probably doesn't think it is. But whenever you have a contract or made an agreement with somebody what are you suppose to do. She is not the one who made contract or agreement.

Mayor says next, then we come to the issue of the WWTP and got into some discussion about some of these issues discussed. And in the 12th of April in an executive council decided to place you on a 90 day probationary period with recommendation from Mr. Dubuiz. On the 13th councilman Wooden and Mayor DeCora visited in person to tell you of this. On the 23rd of April Mayor claims she has sent you a written performance expectation. Even went into extent of governing statutes of treasurer position. Mayor says, to the most part it has been ignored. And ask Brenda for any comments. Brenda states, the last part of the email you sent me that has all been taken care of. You are getting information every single month for. And mayor refers to financial. Brenda says yes. Mayor DeCora asks if they are accurate and complete. Brenda says yes they come straight off the computer. Mayor says just because they come off the computer doesn't mean they are accurate and complete. Brenda says she doesn't understand what is asking of her. Brenda says she received the letter and the email and tried to do exactly what is on

the email. You had offered to come in and help her with things but never given her the ability to talk with her. Nor the ability to tell her exactly what she wants. Mayor DeCora says she actually has an email that says Mayor DeCora is trying to make an appointment with you. And reply on email was, it was bad week this that and other and Mayor ask to let her know when she can. Mayor DeCora has every Friday afternoon off in the summer time and Brenda has been gone several of those Friday afternoons.

Brenda says, in answer to WY State Statute stuff, Presentation and Payment of claims. All claims and demands in each city or town shall be presented to the governing body by itemized invoice or other documentation from the vendor with the full account of quantity and total cost for each item and service rendered. Council receives copy of what needs to be paid at each council meeting. Brenda also gives a voucher and itemized invoices that are stapled along with that voucher. This is what council is signing for, that you have read the invoice and agreed to it so invoices can be paid. At one time the entire council took turns signing the invoices. And Brenda says since Mayor DeCora has been here she has asked for that responsibility. That is why they are sitting in front of your desk. Brenda says she does know she has seen Shirley signatures and Tom's signature on some of those. But she can't recall a time she seen Don Wooden or Don Jorgensen on any of those. Brenda says, the check or warrant shall be signed by the mayor and counter signed by the treasurer. Or any other person the governing body designates to counter sign checks and warrants in the treasures absence. After printing checks the checks are in the Mayors box to sign, if they are not signed by the next morning. Brenda says she would have Kim sign them so they can be sent out and paid as there are smaller companies getting paid from the town. The past Mayor and council had decided there are only 4 people allowed to sign on the checking accounts. That is the Mayor, treasurer clerk and accountant. If you want this to change than let her know. At one point all the council members were allowed to sign on checking account, but as you know to set up account it is very time consuming to change every single account. Treasures account content report, as you now every thing in this office are open to the public other than employee records , employee health issues and executive session minutes. Anyone from the pubic or from the council or the Mayor can examine books, accounts and vouchers at anytime. Brenda says she has never been asked by anyone besides the Mayor to come and look at the books. We did get the Mayor set up on laptop she does have the ability to look through but has had technical problems, but now at this time she is now up again running to go on that. Mayor says in response to (put in her box for signatures), she says I believe that has happened 3 times in the last 3 times and that she stops here every night after work before she goes home and she checks her box. Brenda states she is not, Mayor says yes in fact she is. Mayor also asks, to be able to view and sign off on payroll prior to disbursement. Mayor claims that has happened once. Brenda says she doesn't think it had ever happened because Brenda thought it was just by the vouchers and that is why you wanted the vouchers so you could check them and have the checks to go along with them. Mayor says the problem she has with the process of signing off on vouchers. They are handed to council 15 minutes before meetings. And scrambling to sign off on them there is no time to review them. Brenda asks how she would like to do it, Mayor says she would like Shirley Tom or Don to review and stop by to do these once in a while. And reviewed to have vouchers ready to be signed off. Brenda says that is fine. That is how it

has always been done. And she doesn't have a problem with that. And that is what she doesn't understand. How is she supposed to know what you want unless you don't tell me? Mayor says that is why I put it in writing. Brenda says she does not have a copy of that nor has she signed for it. Mayor says she has an email that she had sent it to you and Mr. Dubuiz in the same day. Via email. Mr. Dubuiz had gotten the email and complimented Mayor on writing in email. Gloria Jorgenson ask to ask a question....Is email legal? You can't sign off on them. Mayor says yes it is. Mr. Defor says if you get a receipt of email but he is not qualified of knowing how a technician checks, but email is an accepted method of transmission. Gloria Jorgenson asks how do you now how she got it. Mayor says and shows paper showing Brenda Bennets name on it she sent it to her.

Mayor asks, do you want to go through the rest of this. Brenda says to go ahead. Mayor says signing checks and disbursements didn't work out. But reporting to council an effort was made. Mayor DeCora asks in regards to training and skill development? Brenda says she does have a problem with that. Mayor asks why that is. Brenda says if she remembers correctly Kimberly was moved over to clerk position in February she believes. Hired Terra Miller in March you have 2 people that don't now their jobs. How can she is honest good faith pile more n them when they don't know what their job description is. In order for them to be accountable for things they have to know their jobs. Case and point the whole deal with the road bid, what a mess she says. You had 3 or 4 people working on that. That is suppose to be a 1 person job that person is suppose to be held responsible what goes with that job. Suppose to talk with person on council with streets and roads, that person is suppose take this to you so you know what is going on. Everything since the beginning of the year nobody knows what their job description is. Nobody knows for sure what they are supposed to be doing. Brenda thinks, need to step back a bit make job description have people follow job descriptions and continue adding things onto them. Brenda says it is a fabulous idea to have cross training. Brenda says Tracy and her were crossed trained she knew how to do her stuff and she hers. You got 2 people that are brand new that don't even know there own jobs. Brenda says she has been giving Terra more to do. Kim is leaving. And how can you ask people to do things. Mayor says it has been six months. Don Jorgensen says 6 months ago they have agreed to have a council employee meeting to set job descriptions. They have never done that.

Don Jorgensen says he has to agree. How do you ask someone to do a job when you have no job description and do not communicate what is expected of them? He says he is sorry but he has to deal with 20 to 30 employees. Mayor DeCora says so does she. Mr. Jorgensen says some of them are completely green and can't ask them to make a rock wall and turn around and walk off. You have got to be responsible enough to if you ask something of somebody you have to sit with them at council. He is part of the council and this is his employees. And each of us has failed to communicate to these people their job descriptions. Mayor DeCora disagrees. Mr. Jorgensen says he doesn't think Val knows what his job description is completely. He knows what he has got to do but we have never furnished to him this tool. And if you don't how can you expect them to comply with this requirement. We have to set down the 5 of us council members. Mayor DeCora responds to that, as to spending a lot of time down here and she notices why things aren't getting done. Not 40 hours a week but time down here. She asks the question why aren't

things getting done why aren't the minutes getting done. She has talked to Brenda about sending North Star money separately, she hasn't seen that yet. She is into the details how much are the rest of you. Mr. Defor reiterates that this is concerning Brenda Bennet and to focus on this and her termination.

Brenda says another thing I find after 6 months everyone learns at a different pace. It takes time if you want an employee to learn something and to know it and grasp it takes more than a couple times of showing them. She has started on things with Terra she is smart, catching on but still has questions for her. Mayor says is that the problem you have with training and skills development? Brenda says no she does not have a problem with it. But she needs the right tools opportunity, and time to do it.

Jim Dubuiz stands to speak: states that he has had the pleasure of working with Brenda for five years, and with the new Mayor and he thinks she is trying, he thinks Vicki is trying to bring new ideas and office policies and procedures into the office,. He can understand Brenda's position because he under fire all the time. HE is a sole practitioner in his business and he knows what it is like. You want to do the strategic stuff you want to reach out and change things but it is the normal day to day operations in keeping the office running and keeping the bills paid that hinders that a lot of time. He thinks Brenda is the type of person and Vicki and the council members are too if you do what is mentioned by Don about getting together and reviewing everybody's job description and duties reassigning making plans to cross training. Brenda was dismissed at my urging says Jim Dubuiz. She came in to help out over the week or so, which was against the boards wishes. But I want to comment that she cooperated with him she had a good attitude and things got gone. So he can understand the frustration but to understand what Brenda is going through with having new people in office, losing Tracy, Kim's situation Terra is a new employee. It is stressful it is hard to implement a lot to do when your trying to put out fires constantly. Like I said I have worked with her for 5 years I would trust her with my financed my home my children He really believes that there is still an opportunity for the Mayor and Brenda and staff to work things out. He knows they are frustrated and at a pass. But please consider the investment the town has made in Brenda the investment she has made in the office. He thinks there is a better way the whole situation can be settled tonight. Not another hearing wasting the Towns tax payers' money having him come in, paying Stephan writing all this stuff up. Let's give this situation another chance and get on with the business of the Town there are a lot of things that need to be done. We have a good treasurer a good staff a great Mayor and a good council he like to work with all of you to put it to bed and move on.

John Jorgenson stands to speak: he has lived here most his life, knows some of you on the Town Council. He has dealt with Brenda for 4 years. He runs his own business in Etna and does all of the Town vehicles and never had a problem with that. As far as the overtime you are under-manned. He also runs the pee wee softball down here. He has fought for 2 years to get grass watered everything else to get that taken care of. Brenda is the only one who he claims to be able to deal with to get down there and get things taken care of his bills are always paid on time. He thinks that it is a personal vendetta, as far as he is concerned. He has lived here most of his life he knows and sees what is going on.

He has been asked to be on P&Z but declined because of time and running his own business. Says to get rid of Brenda would be the worse mistake the Town makes. She has been the glue that has kept the town together. She has made things happen otherwise not been able to happen. He understands running his own business bringing in new people. You have to take care of their things to and it is overwhelming. It takes time. And as far as he is concerned Don Wooden & Don Jorgenson have gotten things done. But again getting rid of Brenda would be a mistake. This town would have to turn around and hire someone new. They would not be trained the proper way. Especially when there is no job description. And to him and everyone in here feels to get rid of Brenda would be a mistake. Not only that, the town wants to grow wants to be different to stand out from Star Valley. When he is out there coaching pee wee and standing in 3 feet of grass. American Legion has done whatever it takes to get the park started. And that he drives down to Ririe a 3rd of the size of Alpine that has a softball field that is immaculate. He is embarrassed because wants to start own league here and he cant even get anyone here, the parents wont let their kids come down here cause the lawn is to high. The only person to get things done around here is Brenda Bennet. I can't even come to the Town I can't come to the Mayor and as far as he is concerned this is all a joke.

Don Wooden: I think it is about time that we heard from the council. And with all due respect he would like to discuss his feeling. He says to Brenda he knows she is trustworthy and he trust you complicity. One problem he has with you, but he knows you are capable of doing your job. Thing he does have a problem with is you don't know who your boss is. And he believes you were working for under the direction of the Mayor. And there was a little offense from the beginning when the new Mayor was elected. And he thinks it was a hard transition for you from the last administration. He thinks it was difficult for you and there was a rub from the beginning. And that you were closed and tightened up the reigns in here. Not giving access and proper respect. Regardless of what we might not know or realize. When the Mayor when they are elected or the council members they are elected by the force that people put in for and deserve the respect the common respect. And he feels that sometimes the council has not been informed as to proceeding. And he has a problem with that. He has never been involved in an organization where there wasn't a financial report at each and every meeting and in the packets prior to meeting. And he was Mayor for 10 years of this town and never had this problem. Also served on the WCDA board for eight years and served on many capacities and different boards. Fire department had finance out there Alpine Water sewer district were always there. He says he isn't saying you have anything wrong with your finances, you just haven't disclosed everything and don't feel like you think you have to. The other part of it is. In respect to the office, we need to put on a different atmosphere in that office and he feels Brenda is capable of it and has a wonderful personality when uses it. But a lot of complaints have come in from people and builders. They ask who is in charge over there. You were not confirmed or assigned that task. And the other problem is prior agreement that might have been made from past administration if going to stay in place they have to renew by the first of the year. The first meeting of the councilman any new year is to designate your attorney banking facilities engineer everybody else. This is to reconfirm where standing. And he does have a problem spending money out of next budget for this one. That is not the way it is to be done. When budgeted a certain amount

you are to stay within that budget. And not spending money to cover a check. And the town can't afford to do that. To take that effort here and taken that upon yourself and maybe you should have got the council opinion on. And before that is done there needs to be a laying aside of the attitudes. And need to start with a smile and treat the public the way we should. Even though we have some disgruntled people. He claims to dealing with it everyday in his life and spending a lot of time behind the counter dealing with some mean people. But still we need to treat the public the best way we can, and with an atmosphere to accommodate and help with what we can. That needs to be expressed out. We have run a lot of people off, there is this begrudging attitude. Even with me with getting pointed out with this council. I only want to help this town and he has heard that come from some orders of this staff and it at this point it doesn't matter. The problem is I only want to help this town that I have a major investment in and I want it to be a respected town a friendly town. And if we got problems having people come in asking what is wrong with our office people. Concerning our attitude and not helping with their problems. We need a different attitude here. And Brenda needs to gain some respect for our Mayor and our Mayor has been very diligent she might have not known much about running a town before but she is working very hard at it. There is a rub between the two of you; I know that because she is very meticulous about accounting its access and presentation. He says he certainly does not have anything against your character, or you or ability. But he feels he does not believe you need to feel like you are in command or put in command unless reaffirmed with office. And council should be support for the Mayor. And she is your immediate supervisor or he or whenever this office should change. This is how he feels and has not seen this from Brenda and why the ill feelings.

Mayor DeCora: says she has a couple more things she would like to present that have caused herself and the council quite a bit of recent embarrassment. Found out recently from Tracy Mathews that she opted for Cobra when she left the Town she admitted that she may have not the paper work in time or whatever. Nerveless she had paid the town for 3 months in a row for almost in the amount of 2,000 for insurance. She went to the dentist and found out she didn't have insurance.

Brenda says, your absolutely right mayor and it took until she called cobra and found out she didn't fill out her paperwork. I assumed Brenda claims she was looking at bottom line and talked to Mayor about this. Brenda says she was guilty of this everything had stayed the same except that someone else was added to policy. Did talk about it and is fessing up to mistake.

Mayor says: so for three months in a row did not review billing from insurance you're just paying it.

Brenda says, I usually look at the total and total remained the same and what she looks at is the money not at every individual policy.

Mayor says: ok the confirmation of receipt that requested from North Star Utility for the 1,800.00.00 payment.

Brenda says: which she believes was mailed to Lisa Paddleford

Mayor says: when did you mail that

Brenda says: she does not have exact date she would have to go through paper work to find that

Mayor says: She had received a phone call July 13th and letter had not been received which was needed by their bank. So I came back into town you had taken the afternoon off. Mayor says she wrote a letter confirmation of receipt.

Brenda says: then they have 2 letters and had also confirmed with Lisa Paddelford over the phone if call her and ask her she will verify that.

Mayor DeCora says: that was 2 weeks after the fact. Next question Nelson Engineering requested some financial information for our application 3 million dollar loan to complete funding for WWTF which was requested verbally on June 28th. Requested by email on July 3rd.

Brenda says: that is the email that was printed out and discussed with Mr. Dubuiz to meet and get done. We had it scheduled for the Wednesday after I had been relieved of my duties. For him to come in not only to that but to go over the audits, year end, and quarterlies so could get those tied up and done for the year.

Mayor says: the information that was requested was readily available

Brenda says: some of it was and she had told Mr. shelgron she had some available and he said he would wait for everything.

Mayor says: again the information was readily available.

Brenda says: she did not know that

Mayor says; I sent him her copy of the 2006 audit and other than that all they were asking for were cash balances and investments and debt as of December 30 2006.

Brenda says: she did not know that

Mayor says: that is exactly what the email states

Brenda says: she was waiting for the accountant and had always waited for the accountant for financial things for Grants and Loans with Nelson and also Rendezvous and WWDC State land investment board.

Mayor says: that is all she has for now she could fine pick for hours.

Shirley Brown: she asks if she is familiar with the Town of Alpine employee handbook.

Brenda asks: the old one? Or new one we have two

Shirley Brown: says the old one, she says quite a few has things have been changed.

Brenda says: the things that have been changed due to local government liability pool. Basically that entire new one that has been approved went to council before it was approved came from local government liability pool and you can call Bill Miller she believes his name is. Who emailed all that information. To be in order and to be on tract should follow their standards and whatnot Local government pool send a dummie draft and you just change the names.

Shirley Brown: some of the things were left out, like nepotism for instance

Brenda says: because that wasn't in the new things he sent out. Apparently nepotism wasn't felt a big issue

Shirley Brown: It is a federal law.

Brenda says: we should have caught that before it was approved then. And believes all of you got copies before it was approved. She has to trust these people, believe what they tell her it is their job.

Shirley says: some of the things that are in the handbook are in bold print, the old one. In the new one is very tiny print with nothing as a guideline.

Brenda says: one of the things she was told with that. It is a policy and procedure manual it is not a handbook. You are not allowed to use handbook anymore you can but you can get yourself in trouble. You can ask Stephan on employee issue. If it is a handbook than it states you follow that word for word. But if it is a policy and procedure than it's just that, it is policy and procedure that you do not have to follow word for word.

Brenda says: she has not been informed of letters. She has been told she is a little bit brusque in council meetings and from then on she had worked on this. She said the Mayor has even told her she has been doing a good job. She feels she is not been communicated with. And would like to sit down and discuss this have employee meetings every month.

Shirley Brown asks: when is a good time?

Brenda says: anytime in the morning is a fabulous time by the afternoon in the office is crazy

Shirley Brown: Mayor has a job that she has to be at in the morning

Brenda says: if you would like to after 4:00 she would be here. She tries to schedule her appointments on Friday afternoons or Monday mornings.

Shirley Brown says: that brings up another issue, in the old employee handbook it states that to take time off is to be asking for time in advance and approved. And she knows that the employees have not been doing that

Brenda says: we need to reinstate than

Shirley Brown: just yesterday there was an upset we called the office and there was no answer on the phone and didn't know if anyone was in the office. So with that ask for time off and get it approved.

Brenda: she does not have a problem with that

Don Jorgenson: with that note who do they notify, they work here five days a week I work on my job five days a week. Just so we clarify

Shirley: request that the employees give notification on request time needed and overtime asked for and approved. That should be on an employee sheet. And that she has never seen anything like that.

Brenda Bennett; so are you asking that we go to the old handbook. And call it a procedure and manual instead of a handbook

Shirley: I am asking that Stefan compare the 2 or someone out of his office and see how they are legally because like the nepotism (hiring someone family member without pre approval) to me that isn't right other originations that is for approval. And that is the way it is.

Don Wooden: on the note where an employee was on sick leave for 3 months. All we need to do with that is make note of that he is gone and calendar shows and reflects that When Mayor sees that this employee is out and it is ok. Lack of communication is a problem. Just as if ordinances aren't put out in due time to look at before council.

Brenda says: she agrees with this communication needs to be better.

Mac McAbee: I am the person you are referring to. I was not off to 3 months I was off for a month and a week to the day. I have note from the VA.

Mayor DeCora: that is not the point; the point is we did not know what was going on.

Mac McAbee: all you had to do is ask

Mayor DeCora: says she did and glad he is better

Stefan Defor: suggest to the council that due to these procedures. The council finishes its comments then let the public speak on the issue. And limit the comments to 4 minutes.

Mayor DeCora: I have a letter that was received and asked to be read tonight.

“Dear Town of Alpine, city council I am writing a letter in regards to conversation with Brenda Bennett Town of Alpine city Treasurer. I am on the board of Animal Humane Association of Star Valley. Last fall 2 weeks before the elections I had talked with Dave Lloyd the previous Mayor of Alpine. Our request to Mr. Lloyd was concerning an animal shelter that our organization was trying to build told him we had \$80,000.00 pledged to build the building but needed a place to build. We were asking if the Town of Alpine would be interested in enlarging its facility it had at the time. We would pay for it and staff it. Mr. Lloyd said it was a good idea, and that we needed to talk to Brenda as she makes the decision on matters such as that. I went over to the Town Hall as suggested when I asked to speak to Mrs. Bennett and was shocked to how rude she was. I tried to explain what I was asking and before I could finish my sentence I was told no absolutely no she was not interested the matter. I told her that when animal are taken to DR. Carterspound from the animal facility and then the humane facility. Brenda says it was not her problem and she could care less what happens to them. I certainly could understand that Alpine may not be in the position to help out. But I was just asking to be heard. I certainly did not expect to how rudely I was treated it does give the Town of Alpine a bad name treating citizens so badly. Sincerely Mary Arrons

Brenda asks is she can comment to that: and she finds that very offensive, I am one of the biggest animal lovers in the entire world. She has adopted animals from the humane society, from Jackson stray cats. She was the one who implemented the dog pound so we could help and take care of animals. One of the things they started in the beginning was that animals would only be there for 5-7 days from there they would go to the humane society and what not. We have had complaints about the dog pound down there. The noise. We truly have not gotten our money worth out of that pound. She thought it was a great idea for them to put animals in pound to be used instead just sitting there being empty. So she is not sure how to take what was just read to her, she is the farthest person from not loving or caring about animals.

Don Jorgenson: I would like say in behalf of Brenda. Jim Dubuiz after Brenda was suspended after her first time he wrote a letter of recommendation stating she was a valuable employee. That she was confident and caring of town matters. Chuck Suthors the town hired to do investigation on the sewer. He wrote a letter of response to Brenda and Val, stated they were dedicated and caring employees. An asset to Town of Alpine. So there you have 2 professionals stating their opinion on matters. I feel Brenda has done her job well. She has helped with council tremendously. And supplied with whatever he asked for. I am not saying things can't be worked on or improved. The council needs to communicate with their employees. If we expect them to do something we need to give job description and let them know what is expected of them. I feel our employees will do their job the way we want it done if we inform how we want it done. It should be professionalism not a personal. Just at my work non English speaking employees I need

to find a way to communicate as well to get the job done. Brenda was put in on matters prior to administration. I do not feel she was properly relieved of these responsibilities with this current Mayor and council. She needs to know formally these are not her position.

Don Jorgenson: this needs to be a 2 way street and the staff is the ones doing the daily stuff. And when the new administration comes aboard there is an inherent responsibility of the staff to, to say this is where we are these are things that are on our plate. I know there is a tremendous load here but believes as many meeting he attended last year there was not fully informed of decisions to keep up with that and budgeting, we need to work together as a team and have mutual respect. It should not be a bad experience for anyone. He knows she was charged with a lot of responsibilities. Brenda should yield to Mayor regardless and work together

Brenda says: that is what Mr. Dubuiz had her to do a while back. She wrote down for 3 weeks what she did every single day and what she did through out the day. Her strengths and weaknesses. She would like to implement something like that. She does not the responsibility of all the questions every day that is your guy's job the Mayors job. I get blamed for everything going on everything that happens. And I do not want that responsibility. Just want the responsibility of treasurer so can do them the best of abilities. So doesn't get side tracked doing other peoples jobs. Although you know I will help with other peoples job and to best abilities but should fall back onto you where it should be.

Stefan Defor: ask Mayor for the people to speak and limit to 3 minutes

Gloria Jorgenson: says Mayor, Tom are you awake? I am really disappointed in my council and my Mayor. I know I only have 3 minutes and I am going to do my best in telling you. I think that my Mayor is way over her head. Tom if you want to go home and go to bed why are you here? Shirley stop following around, make your own decisions say something other than I second it. And Don Wooden you want to run this town as if it was 20 years ago. It is 2007 this is Alpine it is growing people want something than 20 years ago. I do I want Alpine to work together and I am tired of the Mayor sitting there as if she is totally disgusted. I am totally disgusted your not hearing your public your not hearing Alpine your not hearing your voters Brenda has done a good job for the 3 years I have known her. If you fire her that is the worse mistake Alpine will have to suffer for years to come.

Steve Chichinsky: I would just like to add probably Tom is on top on list of loyalty. Brenda, Mac, Val displayed very loyal people. Has a lot of opportunity going into office. Dealing with administration and it seems as front office lacks tools. You have to understand especially hourly employees lack the tools. And are only as good as the tools given. If you want top notch employees give them the tools term education. I think we have this discussion before. Loyalty is a precious commodity. I don't know how you find loyal employees like Mac, Val or Brenda. Nobody is perfect. But loyalty goes along way. And regarding Brenda I understand there are new office people and a learning

curve. But Brenda has always tried her very best to give best accurate answer she can under circumstances. And you know that all the paper work and books and language and all the tools are not in perfect order and you can't put that burden on your front office staff. And if you do you are going to have a hard time keeping office staff. I don't care who it is and you should respect the fact that loyalty is hard to come by these days they are not perfect but they are loyal.

Bryant Brown: I think the council is well aware that the Mayor my wife Shirley and I worked together to prepare a road project for paving using state funds and a match using town funds. This work was to be done this summer, was turned into council. Explained to you what it consisted of and you accepted it. This was back in May it went to bid in June. And I am going to tell you what I learned I was not in the loop. And talking to contractors it was procedures of a town employee that explained to them without regard to their needs we sent bend and therefore no bid received. When I learned of this I went down to talk to Brenda and asked if I could help if this was re-bid. This was in early July. It was re-bid. I don't know if you are aware of it, but from what I have learned there is every reasonable suspension of criminal action that affect pampering of bid and bid documents and bid process. As I explained and you already know the Mayor and Shirley on the council and I volunteer, put together the packet information the design detail the quantities and what actually went to bid the second time was gutted. The quantities were removed in total the bid item was removed in total the typical section was removed in total. What came out to the contractors were in essence if you were going to have a house built for you I want to build a house I don't have any plans give me a bid. And you may or may not be aware one of the contractors said he couldn't bid it. When I learned about this and looked at the documents that were actually given to a contractor I couldn't bid it. And I have bid for Peter Keywitt before, I have had some experience.

Marilynn Perkins: I have been to council and have been for years. I believe that Brenda has proven herself as far as being a dedicated loyal employee. I do not know what was said by Mr. Brown I have no knowledge of this. I do know that her interest for the town and believe that communication is bottom line. She has not been communicated to what she should be doing or needs to do. I do not feel like all of you communicate to your employees from what I heard tonight communication has to be basic bottom line. And if you can't tell them what is expected than they can't know what they are suppose to be doing. If they have had responsibilities and are no longer needed they have to be told that than say that. Than I really feel just sit back start fresh bottom line make a list what you want exactly what she doesn't and does have to do but if you want to start over with Treasurer new employees your going to be set back 5 years because that what you will be losing 5 years of good experience. And I feel like this is totally unnecessary if you would of just had the basic communication employee meetings that were asked for.

Brenda: I am a little confused what do I have to do with the paving bid? I was asked by the mayor and the council to call the contractors which I did at your request, to see how we could as Elizabeth said (the previous attorney) sweeten the deal so we could people to bid on it. So I did do that I wrote it down I did talk to the Mayor I talked to the entire council. I don't believe Shirley was here that night when I gave my responses to that.

What it boiled down the contractors thought it was nit picky, contractors thought it was time consuming. And the contractors went on and on we won't go any further with that. So what we had done after talking and giving everything to Stefan was too basically to remove the entry ways to houses. That was the only thing to my knowledge removed from that entire packet. It went before Stefan I don't know what happened after that as I wasn't here so why am I getting blamed for that I am a little confused.

Kim: the meeting Shirley was not at was the July 17th meeting

Jim Dubuiz: I would just like to share one last example of Brenda. I know she can change and there is change there are healthy things that have been identified by the Mayor, Shirley. Maybe some bids are going out wrong we have an employee handbook or policy and procedure manual that wasn't approved properly. But let me share Brenda and the Town went through a state audit a couple years ago there were comments and deficiencies that were noted. And I have never seen anybody as determined as Brenda working with me and the council to identify and correct the deficiencies. And to my knowledge they have been corrected. So what is being done here is very healthy and I think it good for the council and good for the staff. Let's do an audit of the staff and how the council can work together. List the deficiencies list the weaknesses then an action plan. She had to perform for that audit she was required to correct those deficiencies and as far as I understand they were all corrected. So I think we are headed in the right direction here and I recommend to the board as the Town accountant you do the same thing with your staff and office policy and procedures, and get it corrected.

Stefan: Suggestion to council to table to next session. Allow Brenda to receive copies all documents. Allow Brenda to prepare for testimony or comments she wishes. Should also be opened for open comment in all fairness. And council should take a vote on the matter.

Mayor DeCora: **ask for a motion** Don Jorgenson: **Motions** to table until next meeting and furnish Brenda with copies of all material presented to be better prepared for next meeting and following that meeting have a vote. Mayor DeCora: **ask for a second** Tom Turner: **seconds** Mayor DeCora: all in favor 2 **yes**

Don Wooden: discussion, first before if we can back off from the vote for a minute that include keeping Brenda on paid leave.

Jim Dubuiz; Why can't Brenda go back to work, and get her to work for this town. We are paying her to sit at home lets get her back to work. Working for these taxpayers, and this town. It is idiotic giving her paid leave when this person wants to work.

Don Jorgenson: I would have to agree, I trust Brenda 100% I have no reason why she would sabotage anything even if we did end up terminating her she would not sabotage the town. I think it would be an asset to us. With what we have going on we need the help.

Terra Miller: next week I will be myself

Don Jorgenson: and in my opinion I don't know why we can't vote now unless Brenda wants the extra 2 weeks

Brenda Bennett: do what you feel is best Don

Stefan: you have the opportunity to present testimony you have that right to that. If you want to present it at this meeting or next meeting that decision is yours. If you want to put it to a vote today and forgo that right for that testimony and vote on this that is right as well. But you do have that right nobody on the council can bridge that right so the decision is yours and you have the option for next meeting to present evidence or testimony. We can put it to a vote or entirely your decision to forgo that opportunity knowing the council can vote on it this evening but the decision is yours.

Brenda: than I am going to take the time

Stefan: you have that right

Don Jorgenson: then I will change my motion to table this matter till next meeting but I would also motion to put Brenda back to work we need the help in the office unless somebody can show me just cause to show she should not be working. And far as I am concerned tonight I have not seen just cause for her not to be working. So let's continue till next meeting for hearing and make final decision after that. **That is my motion**

Mayor DeCora: **ask for a second.....no second** it died says Mayor

Don Wooden: Makes **a motion** to table till next meeting and that we continue with Brenda that she requested at the time. I can see the benefit of her coming back to work immediately. On the other hand it is her decision and I would like to hear what the Mayor has to say about it before we close the discussion. But will make the motion to postpone it till the next meeting and continue Brenda at a paid status on leave. So that is the **motion**

Brenda: I never said I wouldn't come back to work

Don Wooden: no I didn't try to infer that. Didn't you say you wanted to take the time if you had the choice?

Brenda: I would like to take the time to get my ducks in a row and whatnot but that doesn't mean I can not work in that time

Don Wooden: than I misunderstood you

Brenda: No I do not need the time off

Don Wooden: Than I withdraw that **motion** I misunderstood you

Mayor DeCora: Does anyone have another one

Kim: Do we want to go back to Dons motion

Jim Dubuiz: Dons original motion

Mayor DeCora: but I could not get a second

Don Wooden: then I make the **motion** to go ahead and make final decision till next meeting and in the mean time due to the shortage of help and what is going inside of office for changeover to bring her on board to do specific duties she is assigned to do and that is being the treasurer and to take care of that part of it and we come up with final result at next meeting

Don Jorgenson: **seconds**

Mayor DeCora: **ask all in favor**

Don Jorgenson: **yes**

Don Wooden: **yes**

Shirley Brown: **abstain**

Mayor DeCora: **abstain**

Don Wooden: **3 yes 2 abstain** motion passed motion carried

Kim: Who were the **3 votes** for?

Don Jorgenson: **3 abstained**

Don Wooden: **3 abstained** oh I am sorry I thought Tom, then it was just **2 yes it failed then**.

Mayor DeCora: I my profession. And in the infinite control of Brenda has on the Towns assets the banking, the everything. In a situation like this, and I am not saying it will happen and I know Brenda has been loyal and this and that. But I feel the responsibility to protect the town assets. And there is potential here for retaliation no matter who you are.

Gloria Jorgenson: as well as you

Kim: can I please make a comment to the asset, Brenda has no control of that, and it takes 2 signatures. She has no banking authority it takes more than just her signature to approve

anything. Are you going to sign off on something she is doing? If I know she is taking money or whatever you think she is doing I am not signing off, that is my butt on the line.

Mayor DeCora: I do not think she is doing anything

Don Jorgensen: Madam Mayor I really feel this is a personal matter for you

Mayor DeCora: says it is not

Gloria Jorgensen: yes it is

Mayor DeCora: why would it be personal?

Gloria Jorgensen: I don't know Vickie why would it

Shirley Brown: Gloria we can ask you to leave if you can't control your temper

Don Jorgensen: you have made the statement before you took office within 30 days that you would have Brenda's job.

Mayor DeCora: did you hear me make that statement

Don Jorgensen: I have heard testimony to that effect

Mayor DeCora: did you hear me make that statement

Don Jorgensen: from a reliable source. I am not saying you did or you didn't but I have been told that you did. So I believe which I have the right to believe this that this is a personal matter for you. And I am going to suggest that you do not hold this personal, you are a public official

Don Wooden: I think we are starting to point fingers here and this is not the purpose here. I feel like at one point this stuff went away, and we had the sewer thing everything started coming back together. What I see here what I thought that everything was working out. But what I see here is the lineout what the Mayor has set out for you haven't been followed. She has felt she doesn't have access to records. I don't really believe it is a personal issue anymore. I think she values your expertise from what I have talked with the Mayor. The whole thing of what it is insubordination is what has brought this about. The public attitude here is strongly for you, but you are the only one Brenda, and God forbid something was to happen to you on the highway if you are the only one who can gain access and get into the computers and things like that we are in deep dire trouble here if we don't have some balance here. The point I am talking about I believe you are a very trustworthy person you have the capability. all we need is to humble ourselves all of us a little bit and quit this battering and get down to a mutual respect attitude and do what is best for this town all off us. And that is where I am coming from so I would like to remove this issue. There seems to be a vendetta or ill feeling and you to Donley. Can't

we push these aside and get back to zero one. What are we going to do? Maybe we can all become better people out of this. I don't think anybody is trying to scuttle anybody here. I think the whole thing of it is who is the boss here who are we working for. You ask any of the employees and they don't know. The taxpayers are. But who do they answer to the taxpayer elect the board to oversee the operation, and is that not correct. And that is what we are trying to do. And if we feel like there is insubordination or somebody taking over and trying to make the total decisions of the town. What are we here for? We are not just a rubber stamp. And the Mayor needs to be respected for what she does. Whoever they are they are the chosen elected official unless they are malefactors of their duty and I can assure she hasn't. With that I would like to make a final motion here and let us move on to the next meeting. I will make a **motion** one more time for us to proceed from here set aside any judgment and final decision until the next council meeting 2 weeks from tonight and in the mean time Mayor and Brenda get together and work out the working load and get things back moving so there is some production coming out of the office instead of going behind. And I really believe it is something that can be resolved if we can all work together on it. So I am going to make the **motion** that we do that and make the final decision 2 weeks tonight. And for the Mayor and Brenda set aside any grief that you have and get in there and do what is right for the people of this town and for what is going on. She has been packing a load Brenda is packing a load, everybody. And this lady here I got to give here credit where credit is due. She has been doing a lot of volunteer work and really settled in and made a very good study of everything. So I do not feel some of the remarks that were made tonight are fair. Because I believe all of hearts are in the right place. I become to respect our Mayor and our council people, we all have a different of opinion but that's what is all about and it takes all of us working together to take the good parts out of each to make this thing click. I will make the **motion** and leave it lay.

Don Jorgensen: **second**

Mayor DeCora: **all in favor**

Don Jorgenson: **yes**

Tom Turner: **abstain**

Don Wooden: **yes**

Shirley Brown: **yes**

Mayor DeCora: it passed

Kim: Mayor did you vote

Mayor DeCora: I didn't

Stefan: Mayor my suggestion would be to recess public meeting and go into executive session for new employment matter. And convene afterwards to ratify.

Mayor DeCora: receive at 10:10 p.m. we will resume in 5 minutes for executive session for employment matters

Don Wooden: thank you for coming everybody

Stefan: would like a motion to go into executive session motion to be seconded and voted on. Another thing Brenda asked me a question about specifics in her ongoing probation these 2 weeks. So I would like to resume the public meeting and maybe for you to set up some limits or boundaries, so you can direct to council of this. Brenda should come back to work with limited duties defined by the Mayor. And I would just like to get some of that on the record so Brenda knows what is expected of her what her responsibilities and limits are for the next 2 weeks and so Mayor and the council clearly know what the responsibilities and restrictions are. Is that ok with the council. So we can reconvene.

Mayor: meeting called to order at 10:20

Brenda: I would just like to know what you would like me to do. I don't want to step on anybody's toes I don't want to upset anybody I want to know exactly what you want me to do. How many hours you want me to be here when you want me to be here. What you want from me for the next 2 weeks so we don't have to go through this again, I want to know where I stand so I can do my job to the best of my ability. And I get done everything you want me to get done.

Mayor DeCora: communication is number one. I send you an email and I never get a reply

Brenda: can we set up a time where you and I can meet in the office so we can go over what you expect of me for the next 2 weeks what hours you want me to work what all you want me to do. I am assuming you want me to catch up on all the bills. I am assuming you want me to catch up on things that are overdue and past. I do not know that for a fact I need to hear that from you what you want me to do.

Mayor DeCora: guys what you want her to do

Brenda: and how many hours I am to work if I am to have supervision while I am here what do you want from me?

Don Wooden: I would think that your treasure duties you know them well. And the finances for the bills and payroll you need to there. And report on the status progress reports we approved on money to go out as Lower Valley Power some of that stuff needs to be lined out and everything else. You are on top of that or have been anyways. I think you need to keep us addressed of all that. Basically what you have been doing am what I for see. But I see the need to keep everybody in the loop of things especially the Mayor.

And I think there needs to be a time calendar, which days are off are shown and things like that. So you know what is expected who is coming in and out and who is going to be here. But I think your normal 8 hours a day or whatever your doing should come back in to play. During that time there can be an evaluation on the Mayors part how you are pulling together. That is the way I for see it, you know what has to be brought up

Brenda: I don't want to step on anybody's toes

Don Wooden: you know what needs to be brought up what you need to do is report that to the Mayor and council here is the order of priority. That I see and that is what staff should do, come with ammunition and presentation to council to the board and to the Mayor first. To say here is the priorities, small example if I can. When we done the thing on the kids with Forest Service I thought it was admirable that you decided to give them \$2,000.00. I took offense to the fact that you did not say but I recommend they are asking for \$1,000.00 but I recommend the council give them \$2,000.00 and the reason why is because we got the money over here and they can use it. The fact that you said we are going to give them \$2,000.00

Brenda: no I suggested we give them \$4,000.00 is what I suggested. That is why I brought it to the council so you could make that decision. And I guess on part of that I am guilty of that because you didn't know what exactly was in parks and recs. I did not let you know ahead of time what was in parks & recs what could be used and what couldn't be used I am guilty of that I will admit to that

Don Wooden: the past is the past

Brenda: you're absolutely right

Don Wooden: is what I am saying is go on from here we need to all move forward. I just don't want us doing business like that. That is what I for see.

Mayor DeCora: ok I can not meet you during the day.

Brenda: how about I come in and do my job like Mr. Wooden has suggested but I call you and inform you of everything that is going on throughout the day

Mayor DeCora: I don't need a narration, I need some communication

Brenda: that is fine

Mayor DeCora: I know what you need to do you know what you need to do.

Brenda: ok we will do it

Mayor DeCora: I will meet you down here tomorrow afternoon 4:45 or any afternoon 4:45 this is my very crunch time at work and I can't take any time off at work. Or any Friday afternoon.

Shirley Brown: I would like you to put your best first forward dealing with the public

Brenda: absolutely

Shirley: I know you can and I seen you be perfect in greeting people, but there are other times when you haven't and had complaints.

Brenda: from now on I would appreciate it if you would let us in on this, how are we to change things if we are not informed of this.

Shirley: this person said she did not want to go back to Town Hall because of this

Brenda: I am sorry that she felt that way, that is not what we are about were not here to upset people and make their experiences terrible

Shirley: one experience like that is damaging to a person

Terra: can a make a comment on that when we got a complaint if it good or bad I made sure I talked things through about that letter. So I got for one their side of the story. But without me communicating that, had no idea. So maybe let us know when a complaint comes in we can fix our attitude or change what we are doing. Other than that I know of no instances of any letter

Shirley: I didn't say a lot of letters

Kim: if there is a problem with the office please present it to us in the office not in a public open meeting not giving us a chance to defend ourselves.

Shirley: and if someone says I would like to help you do something, you have questions concerning that has been presented please take them up on it. Before you do the job, I am referring to the bid I had said I would help you and you declined to talk to him

Brenda: I had no clue what was going on at that time, all I know was I was asked to do my job and I did what I thought I was suppose to do.

Shirley: the bid packets didn't turn out very good

Brenda: I am sorry about that

Don Jorgensen: this goes for all employees when we receive a letter or complaint or appraisal that we put it in their file too it is standard procedure

Stefan: do you have any more questions or specifics as of what you are to do over the next 2 weeks

Brenda: I understand I am to come in do my job to the best of my ability follow everything keep in contact with Mrs. DeCora and 7-4 and hopefully we are to have a meeting to go over everything that we talk about throughout the day. I understand she doesn't need everything just the specifics. I totally understand that.

Stefan: do you have other questions?

Brenda: not that I can think of no sir

Stefan: Is the issue of Whitney, is she still here?

Mayor DeCora: no she is not here we have 3 resumes

Stefan: so before we have any more discussion we should go into executive session

Shirley makes a **motion** to go into executive session

Don Wooden if there is nothing further we should go into executive session that concludes the hearing

Stefan: needs to be recessed the public meeting

Shirley Brown: Would like to make **motion** to recess the public meeting and go into executive session Don Wooden: **second vote: 5- yes: 0- abstain: 0-absent**

Stefan: I would like Mayor to reconvene the public meeting approve the action taken during the executive session and also approve the 2 actions

Mayor DeCora: so all we have to do is say we approve the actions taken during the executive session, reconvenes the public meeting @ 11.17 p.m.

Don Wooden: makes a **motion** to ratify the action taken in executive session item one and two. Tom Turner **seconds Vote: 5-yes: 0-no: 0-absent**

Shirley Brown: **motions** to pull bid packet #2 and replace with bid packet #3 to be viewed by Don Jorgenson. Don Jorgenson **seconds Vote: 5-yes: 0- abstain; 0-absent**

Don Jorgenson: **motions** to adjourn meeting Don Wooden **seconds Vote: 5-yes 0- abstain; 0-absent**

Victoria DeCora, Mayor

Date

ATTEST:

Whitney Heller, Clerk

Date

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