

MINUTES

TOWN OF PARKER COMMON COUNCIL
SPECIAL COUNCIL MEETING
TOWN COUNCIL CHAMBERS 1314 11th STREET
TUESDAY, OCTOBER 23, 2018 5:30 P.M.

MAYOR'S ANNOUNCEMENT: Mayor Beaver asked all please set to mute or turn off all their electronic devices during the Council Meetings

CALL THE SPECIAL REGULAR MEETING TO ORDER: Mayor Beaver called the Special Council Meeting to order at 5:30 P.M.

ROLL CALL OF COUNCIL: Present: Mayor Beaver, Vice Mayor Hooper, Council Members R. Hartless, Savino and Shontz
Absent, Council Members Lucas and V. Hartless

Staff Present: Town Manager Wedemeyer, Chief of Police Romo, Public Works Director Ziegler, Library Manager Davis, Senior Center Director Tilley, Public Works Administrative Secretary, Payroll Supervisor Alcaida, and Town Clerk Cockrell

PLEDGE OF ALLEGIANCE: Given by all present

SPECIAL REGULAR AGENDA:

Update by the Town Manager regarding advertising and recruitment for the following positions:

1. Community Development Coordinator
2. Public Works Supervisor
3. Social Media Specialist

For information purposes only; no action will be taken (all positions are appointed by the Town Manager pursuant to Subsection 1-7A-3(A)(3) of the Town Code).

UPDATE: Town Manager Wedemeyer explained the Attorney had created this agenda as the Mayor wanted the whole Council to be aware of plans to begin the advertising and beginning recruitment for the three above positions. Additionally, even though none would be directly under the Council, the Town Manager would be keeping the Council in the loop. This meeting was being held as an information platform.

Community Development Coordinator: this person would work with the building department, all avenues of, as currently LaPaz County is doing the town's inspection process, work with code enforcement; work on the grant administrating that current staff hasn't the time aka the CDBG grant administrating process. There is also the expansion of Parker South to get going.

The town has a great grants writer firm, "Good Creations" and they have been very successful in obtaining many grants for all departments in the town. Salary range given would be \$41,000-\$62,000 which is currently budgeted.

Public Works Supervisor: this person would work with the Public Works Director Steve helping with the outside daily projects, opening up time for Steve to complete the inside projects. There are so many projects in the current fire help is needed. Salary range would be \$41,000 - \$62,000 currently budgeted. Plans are to offer the position inside for one week then if none are interested, offered it outside. Council asked if someone from inside obtains the position would their current position then also be filled, that was answered with a yes.

Social Media Specialist: this person would work inside and outside to promote Parker as the Town we all want to live in. The Town needs to have a more positive slant and getting that type of information out is desired. The town has a great webpage was agreed but more is needed. Staff is able to get daily items to our web master and he is quick to put that information up. Needed are consulting skills, writing skills, internet skills, able to work in the social media marketing field area. It was noted by council, you have 8 seconds once a website is clicked on to grab someone or they will move on. The town needs to toot its our own horn, and this currently isn't getting done. Town Manager would like to do a RFP on this one but the amount of \$5,000 - \$12,000 was suggested

CALL TO THE PUBLIC:

THERE WAS NONE AT THIS MEETING

ANNOUNCEMENTS:

Tue. Nov. 6th **Next** Regular Council Meeting

6:00pm

Unless so noted, all meetings are held in the Council Chambers located at 1314 11th Street.

ADJOURNMENT:

Mayor Beaver adjourned the Special Meeting at 5:55pm

Approve

Dan Beaver, Mayor

CERTIFICATION:

I certify that the following is a true and correct copy of the minutes of the Special Council Meeting of the Town of Parker Common Council, which was held on Tuesday, October 23, 2018; I further certify the meeting was duly called, held, and that a quorum was present.

Candy Cockrell, Town Clerk