

Town of Paonia
214 Grand Avenue
Tuesday, October 14, 2025 6:30 PM
Town Board Meeting Minutes

RECORD OF PROCEEDINGS

Mayor Smith calls the meeting to order at 6:30 PM.

Roll Call

Present:

Mayor Smith
Trustee Czech
Trustee Heck
Trustee Stelter
Trustee Tarnow

Absent:

Mayor Pro-Tem Swartz
Trustee Hunter

Approval of Agenda

Trustee Stelter makes a motion to approve the agenda. Seconded by Trustee Heck.

The motion carries unanimously.

Announcements

Mayor Smith announced open seats on the Planning Commission (for in-town residents) and the Zoning Board of Adjustment (open to non-residents), with applications due to the Town Clerk by October 22, 2025. She also thanked Public Works for completing the new fence at the Town parking lot.

Public Comment

No in-person or via Zoom public comments were received.

Consent Agenda

- September 23, 2025 Regular Meeting Minutes
- October 14, 2025 Disbursements

Trustee Stelter makes a motion to accept the Consent Agenda. Seconded by Trustee Heck.

The motion carries unanimously.

Staff Reports

1) Town Administrator/Treasurer

Town Administrator Wynn provides the Staff update. Topics included the Town Attorney Buckner's guidance on handling public meeting disruptions and updates on the approved security camera project; the primary Budget-to-Actuals variance was driven by timing lags on grant/loan reimbursements for water projects (like the Water Tank Relining and Western Loop), a situation expected to normalize as the Administrator processes drawdowns and \$126k in grant funds already received are officially posted.

Departmental scorecard is discussed and updates provided.

Trustee Czech asked about the status of the Pan American repair project. Town Administrator Wynn responded that it is currently with the engineer, and that DOLA

raised concerns about providing additional funding without clarification on why existing funds could not be used.

2) Police Chief

Police Laiminger reported a well-managed Mountain Harvest Festival with few issues, issued public safety guidance on cougar sightings, completed required training courses, and participated in the K-8 “Buddy Bench” project promoting student inclusion.

3) Public Works Director

Public Works Director Poulos reported that discussions with Hidden Valley HOA on water service issues are ongoing, the state’s lead line inventory project will involve minor excavation near meters, and engineers are finalizing a low-cost design for the Pan American/Stewart Ditch crossing while funding options are explored.

Actions & Presentations

1) Consideration of November 11, 2025 Board of Trustees Regular Meeting

Town Administrator Wynn noted that the November 11 Board of Trustees meeting falls on Veterans Day and suggested either canceling or rescheduling. He recommended holding a meeting to address upcoming budget discussions and potential decisions related to the Stewart Ditch repair and a year-end budget amendment for unexpected expenses of approximately \$150,000.

Mayor Smith supported rescheduling rather than canceling, citing the need to approve disbursements, conduct the Town Administrator’s performance appraisal in Executive Session, and maintain regular meeting cadence. She proposed combining the meeting with a budget workshop.

Following discussion, the Board agreed to reschedule the regular meeting from Monday, November 11 to Monday, November 10, beginning with a budget workshop at 5:30 p.m. followed by the regular meeting at 6:30 p.m.

Trustee Czech makes a motion to have a budget workshop on Monday, October 10th at 5:30 PM, followed by a rescheduled Board of Trustees meeting at 6:30 PM. Seconded by Trustee Heck.

The motion carried unanimously.

2) Consideration of Resolution 24-2025 Reauthorizing Participation in the Rural Jump Start Program

Administrator Wynn presented Resolution 24-2025 to renew the Town’s participation in the Rural Jump-Start Program, which offers tax incentives to attract new qualifying businesses. No local businesses have yet participated, but renewal keeps the option open for future development.

Trustee Tarnow makes a motion to approve the resolution re-authorizing participation in the Jump Start program. Seconded by Trustee Stelter.

The motion carried unanimously.

3) Review and Consideration of DRAFT FY-2026 Budget

Town Administrator Wynn presented the draft FY26 budget for Board discussion. The proposal includes a 2% cost-of-living adjustment and up to 3% merit increase, with updated cross-fund allocations. Health insurance premiums are projected to rise 13.5%, while vision remains flat and dental increases are employee paid.

Staffing adjustments include a proposed full-time Front Desk Assistant, continued use of contracted project management in place of a Town Project Manager, creation of a

Community Services Officer shared between Administration and Police, and three seasonal Parks Labor positions.

Trustee Stelter makes a motion for a 10-minute recess. Seconded by Trustee Czech.

The motion carried unanimously.

The Mayor reconvenes the meeting at 8:48 PM.

Key project and fund highlights:

- New line items for tree and right-of-way maintenance (~\$50k).
- Safe Streets for All grant (\$294k with \$75k match).
- Fifth & Grand project (~\$3.8M, mostly grant-funded).
- Police fleet replacement plan (1–2 vehicles).
- Water Fund continuing the multi-year rate plan, with ongoing grants and loans for major projects.
- Wastewater Fund holding rates flat, with updated chemical and aerator costs.
- Sanitation exploring yard-waste partnerships, standardized bins, and a future truck lease-purchase in 2027.

Staff total approximately 23.9 full-time employees. A budget workshop is planned for November 10 prior to the regular meeting.

No action taken.

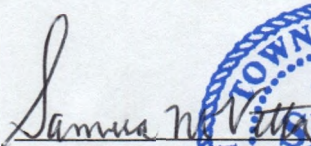
Mayor & Trustee Reports

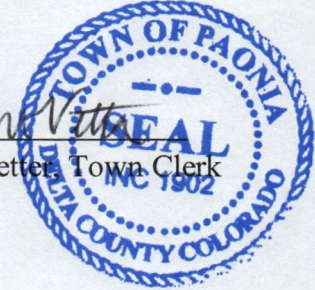
1) Ad Hoc Short-Term Rentals Committee

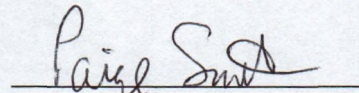
Town Administrator Wynn updates the Board No recent meetings; timeline window was limited; more when Mayor Pro-Tem Swartz returns. He also reminds the Board that they approved a 6-month extension on the moratorium of enforcement.

Adjournment

Mayor Smith adjourned the meeting at 9:14 PM.


Samira M. Vetter, Town Clerk




Paige Smith, Mayor