Town of Paonia
214 Grand Avenue
Budget Work Session
Monday, November 10, 2025, 5:30 PM

Town Board Regular Meeting Agenda
Monday November 10, 2025, 6:30 PM

RECORD OF PROCEEDINGS

Mayor Smith calls the meeting to order at 5:30PM

Budget Work Session
Attendees present: Trustee Tarnow, Trustee Hunter, Mayor Smith, Trustee Czech, Trustee Stelter, Town Administrator Wynn, Town Clerk Vetter, Deputy Clerk Santiago, Police Chief Laiminger, Public Works Director Poulos, Trustee Heck

Town Administrator Wynn presented the proposed FY2026 salary allocations, which include a 2% cost-of-living adjustment for all staff and up to a 3% merit-based increase, for a total potential 5% raise. He reviewed staffing updates, such as a new full-time Front Desk Office Assistant, restructured roles in Public Works and the Police Department, and a total workforce of 25 full-time and 3 part-time employees, along with overall payroll costs of $1.67 million spread across the General and Enterprise Funds. Trustees discussed the balance between cost-of-living and merit pay, the need for a clear merit policy, and ensuring salary growth remains sustainable while preserving fund balances and funding capital needs. Town Administrator Wynn confirmed the Town holds roughly $6.2 million in total cash and reserves and emphasized maintaining a balance between employee retention and infrastructure investment. Trustees will rank proposed capital projects for inclusion in the FY2026 Capital Improvement Plan and final budget adoption in December.

Trustee Heck arrives at 6:14 PM.

Regular Board Meeting

Mayor Smith calls the Regular Board meeting to order at 6:34 PM.

A) **Roll Call**
Present:
Mayor Smith
Trustee Czech
Trustee Heck
Trustee Hunter
Trustee Stelter
Trustee Tarnow

B) **Approval of Agenda**
Mayor Smith notes that the Board will need to select a new Mayor Pro-Tem due to the resignation of Kathy Swartz. Also, Town Administrator Wynn suggested tabling item H-1- Consideration of RFQ 2025-07 Safe Streets for All Consultant, until the next meeting due to additional scoring required.

Trustee Hunter motions to approve the agenda with the following two changes: 1) that we add to the agenda item H-4, to appoint a Mayor Pro-Tem, and 2) that we table item H-1 (Consideration of RFQ 2025-07 Safe Streets for All Consultant) until the next meeting on November 25, 2025. Seconded by Stelter.

The motion carries unanimously.

C) **Announcements**

1) Proclamation- November is Hospice and Palliative Care Month.
Mayor Smith reads the declaration of November 2025 as Hospice and Palliative Care Month in Paonia. Hope West representative, Wilma Erven, thanked the Town for its

recognition.

2) The Town is accepting applications from in-town residents for an available seat on the Planning Commission. The Planning Commission meets on the first Monday of the month at 6 pm and is an advisory board to the Board of Trustees as well as a quasi-judicial body. Applications are due to the Town Clerk by November 19, 2025.

3) The Town is accepting applications for an open seat on the Zoning Board of Adjustments. The ZBoA only meets when public hearings are scheduled for it and is a quasi-judicial board. You do not have to be an in-town resident to serve on this board. Applications are due to the Town Clerk by November 19, 2025.

D) **Public Comment**

No public comments made or received.

E) **Consent Agenda**

1) November 10, 2025 Disbursements
2) October 28, 2025 Regular Meeting Minutes

Trustee Stelter motions for approval of the consent agenda. Seconded by Trustee Heck.

The motion carries unanimously.

F) **Staff Reports**

1) Town Administrator/Treasurer

Town Administrator Wynn Adm reported the budget to actuals, which included progress on financial management improvements, involving a new treasury system with fraud protection, consolidation of Town bank accounts, and continued loan drawdowns for water projects. He noted strong interest earnings and year-to-date surpluses in the General and Capital Funds, a $33,000 deficit in Sanitation due to higher landfill costs, and plans to launch a yard waste diversion program in 2026 to reduce disposal expenses.

2) Police Chief

Chief Laiminger reported community engagement through the Trunk or Treat event and a successful DEA Drug Takeback collecting over 10 pounds of medications, noted the new Verkata camera system is fully operational and already assisting investigations, and confirmed the No Kings Rally drew about 350 attendees without incident.

3) Public Works Director

Public Works Director Poulos is conducting rotating leaf pickup, continuing pothole repairs and tank relining, and Interim Supervisor Rodney Byrge is performing well and is evaluating new mower equipment for 2026.

Executive session

Trustee Hunter motions pursuant to C.R.S., Section 24-6-402(4)(b) and Section 24-6-402(4)(e) for the purposes of receiving legal advice on specific legal questions and determining positions relative to matters that may be subject to negotiations as well as providing direction to negotiators and pursuant to Section 24-6-402(4)(a), C.R.S. for the purposes of discussing the potential transfer and acquisition of the water distribution system of the Hidden Valley HOA Water Company. Seconded by Trustee Stelter.

The motion carries unanimously.

The Board goes into Executive Session at 7:33 PM.

The Executive Session concluded at 8:43 PM. Attendees included Trustees Hunter, Stelter, Heck, Czech, Tarnow, Town Administrator/Treasurer Wynn, Clerk Vetter, and the Town's water attorney, Sheela Stack, and Mayor Smith.

Trustee Hunter motions for a 5-minute recess. Seconded by Trustee Czech.

The motion carries unanimously.

The meeting is reconvened at 8:49 PM.

H) **Actions & Presentations**

Public comments must be related to the agenda item, 3-minute time limit.

1) Consideration of RFQ 2025-07 Safe Streets for All Consultant
Item tabled to the November 25, 2025, meeting.

2) Consideration of the Off- System Bridge Grant 2025 Application
Town Administrator Wynn outlined the need for major structural repairs to the Samuel Wade Bridge, noting inspection findings that require full deck reconstruction and pier reinforcement. He explained the total project cost of about $1.96 million, with the Town proposing a $500,000 (25%) match from its bridge reserve fund, above the minimum requirement, to improve the grant's competitiveness during scoring. Trustees discussed the match level and agreed that overmatching would enhance the Town's chances of securing state funding.

Trustee Stelter moves to authorize the Town Administrator to submit the 2025 Off-System Bridge Grant application to the Colorado Special Highway committee for the Samuel Wade Bridge repair and resurfacing project, including a town match commitment of $500,000 and authorization to execute all necessary documents to complete the grant submission. Seconded by Trustee Heck.

The motion carries unanimously.

3) Consideration of Resolution 26-2025 Declaring a Vacancy on the Board of Trustees
Trustee Hunter speaks to sending appreciations to Kathy Swartz and moves to pass Resolution 26-2025 Declaring a Vacancy on the Board of Trustees. Seconded by Trustee Stelter.

The motion carries unanimously.

Trustee Hunter makes a second motion, to remove Kathy Swartz as a signer on the United Business Bank account. Seconded by Trustee Stelter.

The motion carries unanimously.

4) Selection of a Mayor Pro-Tem
This item was added during approval of agenda.

After a brief discussion by the Board, Trustee Hunter motions to appoint Trustee Stelter as Mayor Pro-Tem. Seconded by Trustee Tarnow.

The motion carries unanimously.

I) **Mayor & Trustee Reports**

1) Ad Hoc Short Term Rentals Committee
No update provided.

J) **Adjournment**

Mayor Smith adjourns the meeting at 9:03 PM.

Samira M. Vetter

Samira M. Vetter, Town Clerk

TOWN OF PAONIA SEAL INC 1902 DELTA COUNTY COLORADO

Paige Smith

Paige Smith, Mayor