

Town of Paonia
214 Grand Avenue
Tuesday, November 25, 2025 6:30 PM
Town Board Meeting Minutes

RECORD OF PROCEEDINGS

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

A) Roll Call

Present:

Mayor Smith

Mayor Pro-Tem Stelter

Trustee Czech

Trustee Heck

Trustee Hunter

Trustee Tarnow

B) Approval of Agenda

Trustee Hunter makes a motion to approve the agenda. Seconded by Trustee Czech.

The motion carries unanimously.

C) Announcements

Town Clerk Vetter announced openings on the Zoning Board of Adjustments and the Trustee vacancy, with applications due December 3, 2025.

D) Public Comment

No Public Comment received.

E) Consent Agenda

1) November 10, 2025 Regular Meeting Minutes

2) November 25, 2025 Disbursements

Town Administrator Wynn noted the large water-tank payment will not be released until grant reimbursements arrive.

Public Comment:

E. Short, in-town resident, spoke to the costs of concrete and suggested possible alternatives.

Trustee Hunter makes a motion to approve the Consent Agenda. Seconded by Trustee Heck.

The motion carries unanimously.

F) Staff Reports

1) Department Score Card

Administrator Wynn reviewed the updated Department Scorecard and presented the full Capital Improvement Plan (CIP) ranking sheet. Trustees discussed project prioritization, vehicle replacement timing, grant funding dependencies, scoring methodology, and overall fiscal impact. The Board agreed a budget work session was needed.

Trustee Hunter makes a motion to schedule a budget work session on Friday, December 5, at 1:00 PM. Seconded by Trustee Czech.

The motion carries unanimously.

G) Executive Session

Trustee Hunter moves to go into Executive Session for discussion of a personnel matter under C.R.S. 24-6-402(2)(f) and NOT involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected

official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees, for Town Administrator Stefen Wynn's Annual Evaluation. Seconded by Trustee Czech.

The motion carries unanimously.

The Board goes into Executive Session at 7:38 PM.

The Executive Session concludes at 8:24 PM. Attendees included Mayor Smith, Mayor Pro-Tem Stelter, Trustee Czech, Trustee Heck, Trustee Hunter, Trustee Tarnow, Town Administrator Wynn, Town Clerk Vetter, and Town Attorney Buchner.

Following the executive session, the Mayor reported the compiled average evaluation scores for Town Administrator Wynn (scale: 4 = Exceptional, 3 = Outstanding, 2 = Satisfactory, 1 = Needs Improvement):

- Elected Body Relationships: 3.7
- Organizational & Supervisory Skills: 3.4
- Community Relations: 3.1
- Fiscal Performance: 3.8
- Intergovernmental Agency & Association Relationships: 3.0
- Communication: 3.4
- Personal: 3.9

Overall Performance Rating: 3.5 (between Exceptional and Outstanding).

No motions made.

H) Actions & Presentations

- 1) Consideration of Appointment to the Planning Commission
After a brief discussion, the Mayor appointed applicant Margaret Doherty to the Planning Commission.
- 2) Consideration of Membership on Board of Trustee Committees
Trustee Czech volunteered to be on the Finance Committee; however, the Board agreed all other committee assignments to be postponed to next meeting.

Trustee Hunter makes a motion to appoint Trustee Czech to the Finance Committee and table the other appointment to the next meeting.

The motion carries unanimously.

- 3) Consideration of Resolution 27- 2025 Authorized Signatories
After a brief discussion by the board, a correction in resolution number is noted as well as including newly appointed Finance Committee member Trustee Czech to be in the motion as a signer.

Trustee Stelter makes a motion to approve Resolution 27-2025 with the following amendments: that the resolution number be corrected and add Trustee Czech's name as number three. Seconded by Trustee Hunter.

The motion carries unanimously.

- 4) RFQ 2025-06 WaterSMART Consultant Decision
Town Administrator Wynn provides background information and discussed scores and totals.

Trustee Czech makes a motion to authorize the Town Administrator to negotiate and execute a professional services agreement with Wright Water Engineers for the WaterSMART planning consulting services under RFQ 25-06 as the highest scoring and most qualified firm. Seconded by Trustee Hunter.

The motion carries unanimously.

5) RFQ 2025-07 Safe Streets for All Consultant Decision

Town Administrator Wynn provides background information and discussed scores and totals.

Trustee Hunter makes a motion to direct town staff to enter into negotiations with Consor Engineering, the highest scoring proposer for RFQ 2025-07 Safe Streets for All consultant and return with the draft Professional Services Agreement for Board consideration. Seconded by Trustee Heck.

The motion carries unanimously.

6) Ratification of the Selection of a Mayor Pro-Tem

Trustee Hunter makes a motion to ratify Rick Stelter as the new Mayor Pro-Tem. Seconded by Trustee Czech.

The motion carries with Trustee Stelter abstaining.

7) Consideration of Approval for Hiring of a Contractor to Address Drainage Issues, Add Subgrade and Surface Materials and Pour a Concrete Pad for Compost Project out at 3 3rd Street (AKA Twin Lakes)

The Board discussed the proposed location and orientation of the three-sided concrete bin at Twin Lakes, noting concern that the original layout would leave the bin opening visible from Samuel Wade Road. Public Works confirmed the bin could be rotated so the solid block wall faces the roadway, improving the appearance. Administrator Wynn suggested the wall could later serve as a mural surface to further reduce visual impact. Trustees supported the revised orientation and agreed the mural idea could be explored after installation.

Public Comment:

M. Durlin, in-town resident, spoke about environmental impact, cost of concrete, sought clarification on "compost": tree/yard waste vs. household compost.

E. Short, in-town resident, spoke against planting trees as screening, noting the lack of irrigation and the temporary nature of the project.

Trustee Czech moves to ask the Administrator to negotiate with Farnsworth Construction for the subgrade and surface concrete pad for not more than \$20,000. Seconded by Trustee Hunter.

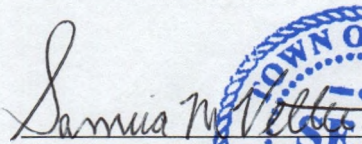
The motion carries unanimously.

I) **Mayor & Trustee Reports**

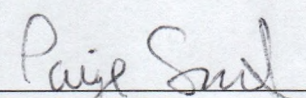
- 1) Ad Hoc Short Term Rentals Committee
No update provided.

J) **Adjournment**

Mayor Smith adjourns the meeting at 9:25 PM.


Samira M. Vetter, Town Clerk




Paige Smith, Mayor

