Town of Paonia
214 Grand Avenue
Tuesday, January 27, 2026 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 Hunter
Trustee Mejorado
Trustee Tarnow

Absent:
Trustee Heck (excused)

B) **Approval of Agenda**

Trustee Hunter makes a motion to approve the agenda. Seconded by Mayor Pro-Tem Stelter.

The motion carries unanimously.

Mayor Smith asks for any announcements from Board members since the placeholder for them was not on the agenda. There were no announcements made.

C) **Public Comment**

No public comments.

D) **Consent Agenda**

Trustee Tarnow makes a motion to approve the Consent Agenda. Seconded by Mayor Pro-Tem Stelter.

The motion carries unanimously.

E) **Staff Reports**

1) Department Score Card – Town Administrator

Town Administrator Wynn provided a financial update including January budget-to-actuals, grant activity, bank balances, audit status, and implementation of cloud-hosted financial software.

2) Election Update - Town Clerk

Town Clerk Vetter provided an election update noting six (6) candidates for Board positions, the deadline for write-in candidates, and the upcoming ballot order drawing on February 5th at 2:00 PM in the Town Hall Community Room.

F) **Actions & Presentations**

1) Presentation - Watershed Ready Action Plan Update - Western Slope Conservation Center

The Board received a presentation from Jake Hartter, Stewardship Program Director, of the Western Slope Conservation Center, on the Watershed Wildfire Ready Action Plan, outlining post-fire hazard analysis, risk modeling, and next steps toward susceptibility analysis and stakeholder planning.

No action was taken.

2) Ratification of Decision to Appoint Nicki Poulos as the Town Representative for the North Fork Farmers Ditch Association as Authorized Voting Representative for the Shareholder Meeting That Took Place on 1/24/2026.

The Board discussed that the appointment of Public Works Director Poulos was made prior to the January 24, 2026 North Fork Farmers Ditch Association shareholder meeting due to timing constraints, and the Board's action tonight is solely to formally ratify that prior authorization.

Mayor Pro-Tem Stelter makes a motion to ratify the decision to appoint Public Works Director Poulos as the Town representative to the North Fork Farmers Ditch Association as authorized voting representative for shareholder meeting that took place on 01/24/2026. Seconded by Trustee Czech.

The motion carries unanimously.

3) Ratification of Contract Amendment for Cloud Hosting Services for the Caselle+ System - $400 Additional per Month with a total of $4,800 Additional a Year.

The Board discussed that the Caselle+ cloud hosting amendment supports real-time budget access, improved financial tracking, and system redundancy, that the cost was already budgeted and within the Town Administrator's authority, and that formal ratification was required because it amended an existing contract.

Trustee Tarnow makes a motion to ratify the contract amendment for cloud hosting services through Cassell and system for $400 additional a month, for a total of $4,800 additional a year. Seconded by Trustee Hunter.

The motion carries unanimously.

4) Consideration of Service Agreement with Wright Water Engineers as WaterSMART Consultant.

The Board discussed that the Wright Water Engineers service agreement establishes the WaterSMART consultant services through September 2027 in the amount of $511,876, includes updated insurance limits, indemnification, and statutory compliance language reviewed by the Town Attorney, and does not alter the previously approved scope or pricing. Trustee Tarnow raised a question about whether trained or affiliated volunteers could potentially assist with limited data collection or monitoring tasks. Town Administrator Wynn noted that any volunteer involvement would require coordination with Wright Water Engineers and approval under the federal grant requirements and would investigate it.

Trustee Czech makes a motion to approve the service agreement with Wright Water Engineers, as provided in our amended contract with them, through September of 2027 for the amount of $511,876. Seconded by Mayor Pro-Tem Stelter.

The motion carries unanimously.

5) Consideration of Approval of Master Services Agreement with Consor North America Inc for Safe Streets for All Consultant.

The Board discussed that the Consor North America master services agreement for the Safe Streets for All program sets consultant services through May 2027 in the amount of $367,432, includes revised indemnification language acceptable to the Town Attorney, and would be finalized with updated contract formatting and insurance provisions consistent with the Town's standard agreements.

Trustee Hunter makes a motion to approve the master services agreement with Consor North America, Inc. for Safe Streets for All consultant services through May 2027 in the amount of $367,432, with the professional services agreement revised to follow the same format and statutory language as the Wright Water contract discussed earlier, and with the two requested changes to the indemnification provisions as approved by the Town Attorney. Seconded by Mayor Pro-Tem Stelter.

The motion carries unanimously.

6) Consideration of Approval of a Master Services Agreement with Urban Rural Continuum to prepare a SB24-174 Compliance Addendum to the 2023 Housing Needs Assessment and Housing Action Plan.

The Board discussed that the master services agreement with Urban Rural Continuum will add the specific analyses required by Senate Bill 24-174 to the Town's 2023 Housing Needs Assessment, including accessible and supportive housing needs, displacement risk, population and demographic projections from the State Demography Office, and alignment with recent statutory changes, that DOLA authorized a sole-source contract and provided a $7,500 grant toward the work, and that the agreement does not obligate the Town to expand or amend the Housing Action Plan beyond the required compliance addendum.

Mayor Pro-Tem Stelter makes a motion to approve the master services agreement through December 31, 2026, with Urban Rural Continuum to prepare an SB 24-174 Compliance Addendum to the 2023 Housing Needs Assessment and Housing Action Plan with a not to exceed price of $10,000. Seconded by Trustee Czech.

The motion carries unanimously.

7) Consideration of Change Order #3 2MG Tank Relining Project for Markleys Precision Company to Remobilize with Heaters and Dehumidifiers.

The Board discussed that Change Order No. 3 for the 2-Million-Gallon tank relining project allows Markley's Precision Company to remobilize in winter conditions using additional indirect heaters and dehumidifiers to maintain required temperatures for liner adhesion and curing, addresses delays related to weather and contractor scheduling, and is necessary to keep the project moving toward completion within the existing contract timeframe.

Public Comment:

M. Durlin: inquired about timeline, scheduling, and any additional change orders.

Trustee Hunter makes a motion to approve MPC's Change Order Number Three in the amount of $27,270. Seconded by Trustee Tarnow.

The motion carries unanimously.

8) Consideration of Renewing Axon Contract with Two Additional Taser Devices.

The Board discussed renewing the Axon Taser contract to add two additional devices so all sworn officers are equipped, reviewed training, policy oversight, and data storage requirements, and noted the proposal price changed by $0.83 due to an updated quote issued after the original expiration date, resulting in a revised total contract cost of $37,772.95 over five years.

Trustee Tarnow makes a motion to recommend the renewal of the Axon Taser contract for 60 months with the purchase of two (2) additional Axon Taser Conducted Energy devices. Seconded by Trustee Czech.

The motion carries unanimously.

9) Consideration of Approval to Purchase One Additional Body Worn Camera.

The Board discussed purchasing one additional Axon body-worn camera to ensure full staffing coverage and compliance with SB 217 requirements, reviewed policy and data storage obligations, and noted the proposal price decreased by $26.26 because a revised quote was issued after the original quote expired, resulting in an updated total cost of $6,546.40 over the contract term.

Trustee Mejorado makes a motion of the addition of one (1) Axon Body Worn Camera to our existing Axon BWC contract. Seconded by Mayor Pro-Tem Stelter.

The motion carries unanimously.

10) Consideration of *Amending Something Previously Adopted* in Reference to the Setting of an Agenda Item for the First Meeting in February to Discuss the Twin Lakes Property.

The Board discussed a request to amend a prior action that scheduled discussion of the Twin Lakes property for the first Board of Trustees meeting in February. Town Clerk Vetter explained that the request came from community members interested in the property who asked that the discussion be moved to the second February meeting so they could attend in person. The Board reviewed the procedural requirements under Robert's Rules of Order, noting that because the original scheduling had already been adopted, amending it required a two-thirds vote. Trustees discussed that moving the agenda item would not disadvantage the Town, would not change the substance of the discussion, and was solely a scheduling accommodation.

Trustee Hunter makes a motion to amend the motion made and passed at the January 13, 2026, Regular meeting by substituting the 'second Board of Trustees meeting in February' in place of the 'first Board of Trustees meeting in February'. Seconded by Trustee Tarnow.

Voting Aye:
Mayor Pro-Tem Stelter
Trustee Czech
Trustee Hunter
Trustee Mejorado
Trustee Tarnow

Voting Nay:
None

The motion carries.

11) Appointing Stefen Wynn as the Town Representative for the Stewart Ditch and Reservoir Company for the Shareholder Meeting on February 3, 2026.

The Board discussed that the Town holds shares in the Stewart Ditch and Reservoir Company and must formally designate a representative to attend and vote at the February 3, 2026 shareholder meeting, and that appointing the Town Administrator ensures the Town's interests are represented without using a proxy.

Trustee Tarnow makes a motion that we appoint Stefen Wynn as the Town representative for the Stewart Ditch and Reservoir Company for the shareholder meeting on February 3, 2026. Seconded by Mayor Pro-Tem Stelter.

The motion carries unanimously.

12) Consideration of Adoption of Resolution 02-26 Holiday Office Closures.

The Board discussed Resolution 02-26 establishing the Town's 2026 holiday office closure schedule, noting that no new holidays were added from the prior year and clarifying the correct observance date for New Year's Day.

Mayor Pro-Tem Stelter makes a motion to approve Resolution 02-26. Seconded by Trustee Hunter.

The motion carries unanimously.

G) **Executive Session**

1) Executive Session for discussion of a personnel matter under C.R.S. 24-6-402(2)(f) regarding Town Administrator Stefen Wynn's 2026 Merit Increase, 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 no require

the discussion of matters personal to particular employees.

Mayor Pro-Tem Stelter makes a motion to go into Executive Session for discussion of a personnel matter under C.R.S. 24-6-402(2)(f) regarding Town Administrator Stefen Wynn's 2026 Merit Increase, 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 no require the discussion of matters personal to particular employees. Seconded by Trustee Hunter.

The motion carries unanimously.

Before going into Executive Session, Trustee Hunter makes a motion for a 5-minute recess. Seconded by Mayor Pro-Tem Stelter.

The motion carries unanimously.

The Board goes into recess at 7:58 PM and reconvenes at 8:03 PM.

The Board goes into Executive Session at 8:04 PM.

Executive Session concludes at 8:11 PM. Attendees included Mayor Smith, Mayor Pro-Tem Stelter, Trustee Czech, Trustee Hunter, Trustee Mejorado, Trustee Tarnow, Town Administrator Wynn, Town Clerk Vetter, and Town Attorney Buchner.

Following the Executive Session, Mayor Smith reported that Trustee merit evaluation forms for Town Administrator Wynn were reviewed and averaged by the Town Attorney, resulting in a composite score of 45 points, which falls within the 45–50 range indicating a strong merit increase recommendation under the listed Merit Scorecard Ranges. Based on this score, the Board confirmed a 3% merit increase, establishing the Town Administrator's 2026 salary at $131,536.17, with the increase allocated across funds as follows: 25% Administration, 35% Water Operations, 35% Wastewater Operations, and 5% Sanitation Operations. No additional action was taken.

H) **Mayor & Trustee Reports**

1) Ad Hoc Short Term Rentals Committee

It was announced that the STR Committee will be resuming meetings now that the committee is fully appointed, with the first meeting scheduled for Thursday, January 29, 2026, at 5:00 PM.

I) **Adjournment**

Mayor Smith adjourns the meeting at 8:14 PM.

Samira M Vetter

Samira M. Vetter, Town Clerk

TOWN OF PAONIA SEAL INC 1902 DELTA COUNTY COLORADO

Paige Smith

Paige Smith, Mayor