

MINUTES
SPECIAL MEETING
TOWN OF CASTLE VALLEY
TOWN COUNCIL
Friday, March 2, 2007
Community Building,
#2 Castle Valley Drive, Castle Valley, Utah.

Council Members Present: Damian Bollermann, Valli Smouse, Jim Lindheim, Ranna Bieschke, Alice Drogin.

Absent: none.

Others Present: None

Call to Order: Meeting called to order by Damian Bollermann at 9:06 AM.

1. Executive Session

Valli moved to go into Executive Session to discuss the character and competence of the applicants for the Clerk position by conducting job interviews. Alice seconded. Motion carried. Those voting aye: Damian, Valli, Ranna, Alice and Jim. Nay: None

Meeting reconvened by Damian Bollermann at 10:55 A.M.

2. Administrative Matters relating to the Clerk's position: The following was decided:

1) Specific actions

- a. Jim will cover the office on Monday, Valli on Tuesday and Alice on Wednesday.
- b. Jim and Damian will decide on answers to the insurance company questionnaire and Jim will respond to the call on Monday.
- c. Valli will look for the recording of the Special Meeting held by the Council on January 24 with Gerry Kinghorn.
- d. Jim will take down the postings for the Town Clerk job and put up the posting for the PLUC position.
- e. Damian will talk to Michael Peck about how to handle their logistics for the upcoming PLUC meeting.
- f. Ranna will talk to Michael Baird about computer technical services and website services. We will not act on making changes until the new Clerk is in place.

2) Reporting: Damian proposed to appoint Valli as the supervisor for the Clerk, particularly with regard to office management. Jim moved to approve this appointment. Ranna seconded. Motion passed with Jim, Ranna and Damian voting aye and Valli abstaining.

Adjournment: Ranna moved, and Jim seconded, to adjourn. Motion passed unanimously.
Meeting adjourned at 11:14 A.M.

APPROVED _____
Damian Bollerman
Mayor

ATTEST _____
Denise Lucas
Acting Town Clerk