

Approved 04/17/19

**GLACIER VIEW MEADOWS
ROAD AND RECREATION ASSOCIATION
WATER & SEWER ASSOCIATION
JOINT MEETING MINUTES
March 20, 2019**

ATTENDANCE:

Water and Sewer (W&S)

Jim Petrie – President
CJ Tripoli – Vice-President
Dan Barbour – Treasurer (absent)
Gordon Nuttall – Secretary (absent)
Lynn Johnson – Director

Road and Recreation (R&R)

Don Herman – President
David Birks – Vice-President
Linda Petrie – Treasurer
Jim Casadevall – Secretary (absent)
Jenny Rogers – Director

STAFF:

Larry Maybon – Manager
Mary Keller – Community Relations/Office Assistant

ESTABLISH A QUORUM

All are present except Dan Barbour, Gordon Nuttall and Jim Casadevall. A quorum was established.

CALL TO ORDER:

Don Herman, President, Road & Recreation Association Board, called the meeting to order at 3:01 p.m.

AMEND AGENDA: Add Executive Session (personnel discussion)

REVIEW MEETING MINUTES DATED: February 20, 2019

Lynn Johnson, Water & Sewer Association, moved to approve the February 20, 2019 minutes as written. David Birks, Road & Recreation Association, moved to approve the February 20, 2019 minutes as written. Unanimous – motion passed.

COMMITTEE REPORTS:

1. Rules Committee: No Report

NEW BUSINESS:

1. Update Manager's duty list: David Birks, Chair, Manager's Job Description Committee, presented a revised Manager's Job Description. The committee members are Jim Casadevall, Dan Barbour and Gordon Nuttall. The committee used three resources to compile Manager's duties: 1). 2005 Manager's job description. 2) Board motion and actions assigning specific

Approved 04/17/19

duties to the Manager. 3) Committee Discussion. David Birks moved to approve Job Description Jenny Rogers suggested tabling discussion until Jim Casadevall is present to present his plan for making equipment purchases. David stated that he did talk to Jim and his suggestion were added to the Manager's duties. C.J. Tripoli suggested adding Emergency Planning – David Birks suggested adding item 19. Emergency planning: The manager will be the single point of contact and coordinate with other emergency response services. David withdrew his motion to approve. Don Herman, Road & Recreation, moved to table further discussion to the next meeting. Lynn Johnson, Water & Sewer 2nd. Unanimous-motion passed

PUBLIC INPUT:

A member thanked the Board for revising job duties

A member stated that the manager should have the authority to make all termination decisions.

ADJOURN:

Don Herman, Road & Recreation moved to adjourn at 4:36 pm into Joint Executive Session (personnel discussion). Lynn Johnson, Water & Sewer 2nd. Unanimous-motion passed.

The Joint Board emerged from executive session at 4:58 pm. No action taken.