Call to Order: President Patricia Preiner called the meeting to order, a quorum being present, at 11:30 a.m.

Roll Call: Board members Patricia Preiner, John Waller, Steve Wagamon, Barbara Haake and Mike Bradley.

Absent: 

Staff: None.


Visitors: None.

Motion by Manager Bradley, seconded by Manager Wagamon, to go into a closed session for the purpose of evaluating the Administrator’s performance. Motion carried 5-0.

President Preiner opened discussion related to the Administrator’s performance of duties and related to the Administrator’s letter of resignation.

Managers shared their opinions that the Administrator’s performance was adequate and has met or exceeded expectations since his last job performance review. No criticisms of the Administrator’s performance were made.

With respect to the letter of resignation, Attorney Kolb suggested that the Board focus on whether it wants to try to retain the Administrator and whether changes to the scope of his duties could reasonable be made that would encourage him to withdraw his resignation. The Board discussed contract alternatives, and hiring additional help or consultants that would allow the Administrator to focus on his core duties; giving the Administrator the flexibility to delegate additional responsibilities. As a matter of consensus, the Board agreed that it should try to retain the Administrator and, in the immediate term, see if he will delay the effective date of his resignation until July 13, to allow the Board to work on possible alternative arrangements and to allow for a better transition if the Administrator is not retained. Manager Bradley was requested to meet with the Administrator to explore these alternatives and an extension of the resignation.
Motion by Manager Haake, seconded by Manager Bradley, to adjourn the performance evaluation and go out of closed session. Motion carried 5-0.

Attorney Kolb explained that out of closed session, the Board should make a statement of the Board’s review of the administrator’s performance of his duties since his last performance review. This could be done by an adopting motion. He believed the Board has discussed that the Board has determined the Administrator’s performance of his duties has been satisfactory and that the administrator has met or exceeded expectations in his job performance since the last job review and would there be a motion to accept of that statement of the review of the Administrator’s performance.

Motion by Manager Haake, seconded by Manager Bradley, to accept the statement of Attorney Kolb. Motion carried 4-0, Manager Waller abstained.

Attorney Kolb noted the Board’s discussion of a request to the administrator in response to his notice of resignation of April 12, 2019. The current effective date of the resignation is May 13, 2019.

Motion by Manager Bradley, seconded by Manager Haake, to request Administrator Phil Belfiori to rescind his resignation effective May 13, 2019, and make it effective July 13, 2019. During that 60-days we would work on four tasks. Posting the opening as soon as possible, working with Manager Bradley during the first 30-days to identify possible changes in job responsibilities for the Administrator Belfiori, that would allow him to withdraw his effective July 13, 2019 resignation, any such modifications would be subject to approval by the full Board. Accomplished by June 13, 2019. Failing that, he would, by June 30, 2019, present us with an alternative for consulting services to support the new Administrator and ourselves in the transition. The fourth thing, is the Administrator will be requested to create and present the Board, on or before July 13, 2019, a playbook outlining transition tasks and key requirements for 12 months following his resignation.

Manager Waller suggested that the Board consider hiring a professional group to help establish job and duty descriptions (a playbook) for each staff position.

Manager Haake noted that it will be important to discover whether the Administrator’s decision to resign is set in stone. There should be a plan if he is intent on resigning.

Motion carried 5-0.

Motion by Manager Bradley, seconded by Manager Haake that if the resignation is not extended to July 13, 2019, the Board accept Phil Belfiori’s resignation letter dated April 12, 2019 effective May 13, 2019. Authorize the President to discuss interim duties with Nick Tomczik to discuss his assuming responsibility of acting administrator and to make such an appointment upon agreed upon terms.
Manager Bradley amended the main motion to have the job posted immediately. Manager Haake accepted.

Motion carried 5-0.

The Board commented to leave it up to the acting or future administrator to see if a contract as a consultant is needed.

ADJOURNMENT

Motion by Manager Bradley, seconded by Manager Wagamon, to adjourn the meeting at 12:48 p.m. Motion carried 5-0.