

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
MONDAY, OCTOBER 24, 2022
SPECIAL MEETING**

-Page 1 -

CALL TO ORDER

Mayor Wenke called the meeting to order at 9:00 A.M.

ROLL CALL

The following members were present: Mayor Wenke, Ms. Cole, Mr. Frickell, Ms. Snow, Mr. Nordyke, Mr. Wilhelm, and Mr. Mowry.

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance.

OTHERS PRESENT

Neal Marrs, Wanda Jennings, and Kathy Reis.

ORDER OF BUSINESS

a. Review and Consideration of approving the Town Manager Job Description and ad.

After discussion, the board further defined the job description and ad. It was suggested to include oversight of grants, project management, parks, streets, building, and zoning, and also be the face of the Town. A salary range will be included. Ms. Snow will contact the Clerk when the new draft has been received to schedule a meeting to approve both the job description and the ad.

Mr. Mowry moved and **Ms. Cole** seconded to adjourn. Motion carried.

ADJOURN

Recorded by:
Kathy Reis, CMC
Town Clerk