

**TOWN OF GREEN MOUNTAIN FALLS  
REGULAR BOARD OF TRUSTEE MEETING  
May 02, 2017 – 7:00 P.M.**

**MEETING MINUTES**

**Board Members Present**

Mayor Jane Newberry  
Trustee David Pearlman  
Trustee Michael Butts  
Trustee Cameron Thorne  
Trustee Tyler Stevens (Arrived 7:23 p.m.)  
Trustee Chris Quinn

**Town Manager/Clerk**

Verla Bruner

**Deputy Town Clerk**

Renee Price

**Board Members Absent**

Trustee Michael Butts

**Town Attorney**

**Public Works**

RJ Viers

**Marshal's Dept.**

Virgil Hodges

---

**1. Call to Order/Roll Call/Pledge of Allegiance**

Mayor Newberry called the regular Board of Trustee meeting to order at 7:00 p.m. The Pledge of Allegiance was led by Trustee Thorne.

**2. Additions, Deletions, or Corrections to the Agenda**

**The Agenda was amended as follows:**

**Add:** Oath of Office – Rocco Blasi for Planning Commission as 4e

**Delete:** 4 (d) Resolution 2017-8 Volunteer Program Policy Resolution

A motion was made approve the Agenda as amended.

**M/S Thorne/Cook All Aye! Motion carried unanimously!**

**3. Consent Agenda**

Approve Board of Trustee Meeting Minutes for April 18, 2017

Bring into Record Approved PC Minutes- March 28, 2017

Approve Bills Payable Run from April 19, 2017 - May 02, 2017 = \$4,913.21

**A motion was made to approve the Consent Agenda as submitted**

**M/S Newberry/Cook All aye! Motion carried unanimously!**

**4. New Business**

**a. Stan VanderWerf – County Commissioner – Address Town Board**

Mr. VanderWerf addressed the Board. He stated that the West Ave. Action Plan was proceeding forward. He also stated that the Sunflower Motel was purchased and will be torn down. There will be a new bike trail that will go through the area. Mr. VanderWerf has participated in two homeless camp clean outs. The Marksheffel Rd project will be completed on June 24, 2017. He also stated that new, smaller equipment was being purchased to use

on roads that are harder to reach with the larger equipment. El Paso Co. is making their website more user friendly and for more information on the Strategic Plan you can go to [www.elpasoco.com](http://www.elpasoco.com) for more information. He noted that 10 square miles of grassland had been lost to grass fires already this season. He stated that six trails had been proposed which would help with economic development for Green Mountain Falls and would take pressure off of the Bar Camp Trail in Manitou Springs. Unmanned drones are being utilized for taking pictures of areas that are hard to reach especially during fires. By using drones, this will save tax payer money and services can be contracted out. There are two major projects regarding economic development that Mr. VanderWerf is involved, one is a Brewing School where those who are interested can learn about micro-brewing, serve as interns at the local micro-breweries in Colorado Springs and keep tax dollars here as opposed to taking the money out of state. The Micro-Brewery Industry is approx. a 1.5 billion dollar industry. The second project is a Federal Court House in Colorado Springs. Colorado Springs is the largest city in the U.S. without a Federal Court Bldg. Anyone who is charged with a felony must go to Denver and the jury pool comes from Boulder and Denver. They are hoping to repurpose an already existing building. Jane asked the Commissioner to not forget about the flood censor on the creek. As USGS has a single censor, is that sufficient? Mr. VanderWerf stated that Colorado Springs is working with Brett Waters on this issue and would keep the town updated. Mac Pitrone asked the Commissioner if there was any help for residents in Chipita Park regarding their roads as there are some that need attention. Mr. VanderWerf stated he would be more than willing to meet with those residents who have issues with their roads to discuss possible solutions.

**b. Sallie Bush – Signage**

Lana Fox came before the Board to ask permission for a 32-sq. ft. temporary sign to be used for special events at the Sallie Bush Community Center. Two events that would be advertised as of now would be for Potlucks and Family Fun Nights. The sign would be up approximately two weeks prior to the event and taken down after the event took place. As the sign(s) are not permanent, no fee was necessary to pay for the review at the previous PC meeting. Trustee Thorne also read from the Town Code 16-414 regarding Temporary Signs and the approval of the Board of Trustees. Because signage has been an issue previously, Trustee Stevens asked for tighter parameters on the approval of signs in the town and stated that the permission of the signs should not be open ended and asked for dates that the signs would be used. Lana provided five dates that the sign would be promoting an event. They are as follows:

- May 21, 2017 – Potluck for Staff of GMF
- June 25, 2017 – Bingo Night
- Aug. 6, 2017 – BBQ Potluck Bingo Night
- Dec. 10, 2017 – Yule Festival

A motion was made to approve the Temporary Signage for the Sallie Bush Community Center to use a 32-square foot sign to advertise upcoming events and for the \$125.00 fee to be refunded. **M/S Stevens/Thorne All Aye! Motion carried unanimously.**

**c. Ute Pass Elementary School – Donation Request**

Renee stated that Jennifer Kowal had requested 3- 10 punch pool passes for prizes at the walk-a-thon. A motion was made to approve the 3 – 10 punch pool passes.

**M/S Stevens/Thorne All Aye! Motion carried unanimously.**

**d. Colorado Main Street Program – Verla Bruner**

This program is a national organization committed to historic preservation-based community revitalization. This program assists local governments, downtown organizations and

communities through a process that helps organize community needs and ideas so they result in a strategic plan to work from. Training is provided in the areas of Economic Vitality, Design, Organization and Promotion. Some communities who use this program are: Steamboat Springs, Granby, Rifle, Montrose Buena Vista, Woodland Park, Lamar, Leadville and Wellington to name a few. The Colorado Main Street Program is paid for in part by a History Colorado State Historical Fund grant. Verla stated she had applied for an affiliate status and that meetings and a full presentation of the program would be forthcoming.

**e. Oath of Office – Rocco Blasi – Planning Commission**

Rocco Blasi stood with Mayor Newberry and took the Oath of Office as a Planning Commissioner for the Town of Green Mountain Falls.

**5. OLD BUSINESS**

**a. P-Card Update** – Verla contacted Chase Bank regarding obtaining a Town Credit Card for the employees. She will be filling out the application and furthering that process.

**b. Comprehensive Plan Scope Update** – BoT was sent information from DOLA. August first is the deadline for the largest grant to help fund the project.

**c. Personnel Policy – Sick Leave update** – The Board of Trustees discussed options on how to handle Sick Leave and Vacation Time. After much discussion, it was determined that more work needed to be done on this policy and would be scheduled for a Work Session to be held at 6:00 p.m. prior to the Regular BoT meeting on May 16<sup>th</sup> at 7:00 p.m. Short Term Disability will be looked into by Verla, Jane will look at PTO and Cameron will work on a chart based on the discussion during this meeting.

**d. Belvidere Project Update** – R.J. stated Kevin Diekelman from El Paso Co. had come to GMF and had run locates for utilities and test holes.

**e. Donation from Mr. Bratton** – Mr. Bratton stated he had an additional 2 hrs. worth of work to do before giving all the information to R.J. regarding the cost of sod and sprinkler information for the Lake area.

**6. PUBLIC INPUT – 3 Minutes Per Speaker**

**Dick Bratton -11190 Hondo Ave.** stated that having a PC item on the Agenda to provide an official report would be helpful to keep communication flowing. He also stated that Mary Lang had resigned from the PC so a Vacancy sign is needed. This notice will be published at the Post Office, at Town Hall and on the Website. The first set of applications for this position is due no later than May 23<sup>rd</sup> for review. A motion was made to post the vacancy in the locations mentioned and until filled with the first round of applications to be reviewed May 23<sup>rd</sup>. **M/S Newberry/Cook All Aye! Motion carried unanimously.** On a side note: a discussion was had regarding who qualifies to sit on a board whether it be the Board of Trustees or Planning Commission. Mr. Ellis's position on the PC was placed in question since he resides in Colorado Springs but still maintains a home in Green Mountain Falls. This will be a part of further discussion in the future.

**7. CORRESPONDENCE:** PC Draft Minutes – April 25th, 2017 -were brought into record.

Mr. Bratton noted that he and a team of volunteers would be participating in the clean-up of Conn Trail on May 20<sup>th</sup> and asked permission for R.J. to use his skills in moving large boulders with town equipment. R.J. said his time would be minimal and was willing to help.

## 8. REPORTS

**Trustee Pearlman** – Asked if the light on flagpole was fixed? He also inquired as to whom gets the notifications regarding the flag being raised and lowered at half-mast. It was noted that at times notification had come through Town Hall but not always. Verla to obtain information on the organization who sends these notices out.

**Mayor Newberry** – Fishing is Fun Grant made it through the first hurdle. A presentation will be made in Denver on May 23<sup>rd</sup>, Cameron will be doing a power point and Tom Hughes will be going as well to assist in answering any questions. Jane also mentioned that she had been approached by a few residents in hopes of having another clean-up day.

**Trustee Stevens** – No report

**Trustee Thorne** – Stated that the Board had done a Code Review and a few chapters were needed to be looked through. Chapters, 11, 16 & 18. He has made notes on these chapters and would like to define next steps to continue moving forward. After discussion it was determined that they would hold a Work Session within the Board of Trustee Meeting at 7:00 p.m. or close thereafter; in order to go through these chapters. Cameron also stated that Trustee Butts, he and Verla would be meeting on Thursday at 4:00 p.m. to go through the budget amendment process. He also noted that PPRTA and PPACG both had CAC openings.

**Trustee Cook** – No report

**Trustee Quinn** – No report

**Renee** – No report

**R.J.** – Largest snow event to date happened in April. With moisture in the soil, they began grading and compaction of Town roads. An inspector looked at the new lights for the Fountain and gave his approval. Dan was able to redefine the walkway through the park and stated that Staff meetings had been productive with our new Town Manager. Kevin Diekelman was here to further assess the Belvidere project. Test holes had been dug to locate utilities and holes were filled back in once tests were complete. He is obtaining pricing for to add diagonal parking along the road next to the pool between the pool sign and the end of the privacy fence. Each of the prospective spots are about the same size of 60'x25' and would cost an estimated \$5500.00 per section if paved and \$3500.00 if not. R.J., Virgil and Verla met with Bob and Milton from the Thin Air Car Show coming on July 15<sup>th</sup>. They informed them of the location of barricades and expectations of the Town. Mr. Dobson, a citizen who owns land by the Public Works Dept. expressed deep concern over the dirt from our property onto his. He met with Verla and has given options that may satisfy the situation. The first would be to remove the dirt, which is a large amount and would be difficult to do. The second option would be level and seed it in place which is the most cost effective. R.J. also stated he had received concerns over El Paso Trail as the bank continues to erode onto the road and poor draining causes large puddles which lead to numerous potholes. As El Paso Co. states this is a private road, continued maintenance will be continued to include grading, compacting and snow removal due to the number of residents and the school bus stops. At this point due to budget constraints no hard money can be allocated into this project.

**Virgil** – Stated that the Evidence in the Marshal's building will have to be inventoried, matched to a case number and then can be destroyed. He stated that he was notified by the owner of

the Blue Moose that 20-200 motorcycles would be finishing their poker run on Saturday afternoon here in Green Mountain Falls which raised the question of the Revocable Permit Application should issues arise. Virgil will be working on getting reserves and or back up from El Paso Co. and Teller Co. He also stated CDOT has Law Enforcement Grants and may have an opportunity to get in on some of them although the time has passed to apply. He also stated that he had 2 ½ months of salary available for his dept. and would be looking into placing these funds into other line items during the budget amendment process. He will be reviewing the Emergency Plan, Policies and Procedures and bringing those before the board in the future.

**9. Adjourned**

Meeting adjourned at 9:11 p.m.

---

Mayor Jane Newberry

---

Renee Price – Deputy Town Clerk

DRAFT