

**TOWN OF GREEN MOUNTAIN FALLS
BOARD OF TRUSTEES REGULAR MEETING
Tuesday July 19, 2016 – 7:00 P.M.**

MEETING MINUTES

Board Members Present

Mayor Jane Newberry
Trustee Michael Butts
Trustee Tyler Stevens
Trustee Chris Quinn
Trustee Dave Cook

Board Members Absent

Trustee David Pearlman
Trustee Cameron Thorne

Town Attorney

Not in Attendance

Public Works

Not In Attendance

Interim Town Clerk

Renee Price

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

Mayor Newberry called the meeting to order at 7:01 p.m. Trustee Stevens led us in the Pledge of Allegiance.

2. Additions, Deletions or Corrections to the Agenda

Additions: 4e. Public Works – Michael Cullinane’s Resignation
4f. CPO’s – Certified Pool Operator
4g. Cleaning of Town Hall
5. Liquor License Renewal – The Pantry Restaurant (Buffalo Chefs Inc.)

M/S Agenda accepted as amended Newberry/Butts

Motion carried unanimously

3. Consent Agenda

Approve Board of Trustees Meeting Minutes for – July 05, 2016
Bring into Record, Approved PC Minutes – June 28, 2016 (Not approved yet by PC)
Approve Bills Payable Run from July 06, 2016 – July 19, 2016 = \$14,502.71
*Renee added an Item for \$120.00 to the Payable Run for the Courier Newspaper (P.W. ads that had been placed.)

Consent Agenda was approved as amended

M/S Newberry/Cook Motion carried unanimously

4. New Business

a. 2015 Audit - Approval by BoT – Stockman, Kast, Ryan & Co. LLP

Trustee Butts made a motion to approve the 2015 Audit submitted by Stockman, Kast, Ryan & Co. LLP and to approve the billing of \$10,000.00 to the auditor’s office. It was then discussed that Trustee Cook would take the payment down to the Auditor’s office, receive a final copy of the Audit; so it could be submitted to the State in a timely fashion.

M/S Butts/Stevens Motion carried unanimously

b. The Pantry Gardens-Early Evening Musical Program-August 13 5:00-7:00 p.m.

Ted Newman (one of the performers) was at the meeting representing the program. Mayor Newberry and the Board liked the idea of the performance. Trustee Quinn made a motion to approve the program from 5:00-7:00 p.m. on August 13, 2016.

M/S Quinn/Cook Motion carried unanimously

c. Special Use Permit – Extension of Dewy Mountain Trail

As discussed in a previous BoT meeting, additional discussion took place regarding whether the extension of the trail would be considered “non-conforming” as it crosses a residential plot of land. It was confirmed by the Town Attorney that the extension was in compliance with the zoning laws of GMF and that this extension would not be considered “non-conforming” as the zoning laws had not changed.

d. Policy –Gazebo Rental Refund

Trustee Butts stated that to date \$1200.00 had been refunded to individuals who had rented the Gazebo and then cancelled. After discussion as to what should be refunded moving forward, it was determined:

< 90 days – Full refund

90-60 days – ½ refund

60-30 days – ¼ refund

>30 days – No refund

M/S Butts/Stevens Motion carried unanimously

e. Public Works – Michael Cullinane’s Resignation – Effective July 22, 2016

On Trustee Thorne’s behalf; Mayor Newberry requested that the BoT give the authority to Trustee Thorne to post a Public Works Director’s position asap. After discussion it was decided that Trustee Thorne should post the position then a committee will be formed to accept applications, review and bring prospective candidates before the BoT for approval. A motion was made for Trustee Thorne to post a Public Works Director position asap and to form a committee. **M/S Butts/Stevens Motion carried unanimously** Additional discussion took place regarding applications that had been submitted for the part time positions available in the P.W. Dept. Mayor Newberry stated that the applications could be reviewed but there would be no immediate supervisor. After discussion, a motion was made that Trustee Cook would review these applicants and work with Trustee Thorne regarding their possible hire, the money to be paid and their supervision. **M/S Newberry/Stevens Motion carried unanimously**

f. CPO’s – Certified Pool Operator

Mayor Newberry stated that with Michael Cullinane’s resignation; it was necessary to have a Certified Pool Operator. As his last day was July 22, 2016; the Mayor signed up for a class to become certified so the pool could remain open for the rest of the season. It was determined that it was not cost prohibitive to have an operator come from Woodland Park or Colorado Springs. She then asked the BoT to approve reimbursement for \$250.00; a cost she incurred to take the class. Trustee Butts made a motion to approve reimbursement to Mayor Newberry for her expense of \$250.00 and to add a line item to the budget for Pool Training. Certification is good for five years. **M/S Butts/Stevens Motion carried unanimously**

g. Cleaning of Town Hall

Trustee Butts stated that Mayor Newberry had been cleaning Town Hall once a week and proposed a Calendar so others could sign up to help with this matter. Trustee Butts continued by stating he would be willing to sign up once per month to help and would create a calendar and place it above the BoT mailboxes so others could sign up to help as well. The Planning Commission Board will also be asked to help.

5. The Pantry Restaurant – Liquor License Renewal

Renee stated that The Pantry Restaurant had submitted their renewal application for their liquor license and that to her knowledge there had been no issues and requested this renewal be approved.

The BoT recessed the Regular BoT meeting at 7:36 p.m. and convened into the Town Liquor Board.

As there were no concerns and the public had no concerns; a motion was made to approve the Liquor License Renewal for The Pantry Restaurant. **M/S Butts/Quinn Motion carried unanimously**

Regular BoT meeting reconvened at 7:37 p.m.

6. OLD BUSINESS

a. Administration Job Search Update – Trustee Butts stated that a meeting had been scheduled for Tuesday, July 26th at 4:00 p.m. at Town Hall to work with Clay Brown from DOLA regarding the Town Manager/Clerk position. The meeting will be done before the Planning Commission meeting scheduled for 6:30 p.m. The audience was reminded that the committee meeting is open to the public.

b. Marshal Job Search Update- Mayor Newberry stated that the Marshal Applications had been reviewed by the committee would be meeting Wednesday, July 20 at 7:00 p.m. to discuss the candidates applications and reminded the audience that the meeting is open to the public as well.

7.

Public Input – Items not listed on the Agenda

Public Comment Welcome, please limit comments to 3 minutes.
If questions or requests are presented, they will be referred to a designated Trustee for further investigation

Nancy Britton – 11490 Belvedere stated she had concerns regarding the extension of Dewey Mountain Trail and how it would connect to Catamount. She asked to see a map of the extension and one was provided by Mayor Newberry. Ms. Britton went on to state that hikers had no regard for private property and were not tidy. Dick Bratton stated he would speak with Ms. Britton regarding the trail and was reassured that the trail would not be going across her property. She also mentioned that surveyors had been seen on Belvedere and questioned why to which Trustee Cook stated that there had been a plan for some time to resurface and expand Belvedere and that it was an RTA project. She completed her input by stating that there were dead trees up by her property and was told that Public Works was aware of this and that Colorado Springs Utilities was being contacted to see if this would be something they would address at no charge to the Town. It was also noted that any tree on her property was her responsibility.

Judy Wiedner – 10285 Pine St. She wanted to know if anything had been addressed regarding engineers checking out roads in GMF. As Trustee Thorne was not available to answer this question, he will be contacted and asked to submit a reply to Ms. Wiedner. Ms. Wiedner also offered to clean once per month if it's ok with the bo

Pamela Giraud– 10770 Hondo She stated that she hoped a Town Marshal would be hired soon. That the Town had such high standards and didn't want to see that go away. She mentioned the illegal parking, dogs off leashes and reiterated how important it is to hire a Marshal soon. She also thanked the Board for all their hard work.

Gail Gerig – 0 Pine St. stated that a Pool Liaison was necessary and informative to the public and board. Mayor Newberry stated that she and Renee had been working closely with the pool and felt everything was running smoothly.

Mayor Newberry stated that there were a couple of applicant's one of which was seasonal that had been submitted for review but without a supervisor, a new hire could not take place. The BoT discussed options and a motion was made for Trustee Cook to look at the applicants and then work with Trustee Thorne on their hiring and supervision. **M/S Newberry/Stevens Motion carried unanimously**

Mike Keller - Hondo – Stated he is a summer resident and urged the BoT to hire a Marshal immediately. He stated that parking on Hondo was unacceptable and after calling Teller Co. dispatch, he was told they would not do anything for Green Mountain Falls. He stated signs are posted for No Parking and requested the BoT consider a sign that also states "No Standing" or something equivalent. This will be added to a future BoT Agenda.

8. Correspondence – PC Draft Minutes – July 12, 2016 – (No minutes, meeting was cancelled)

9. Reports

Mayor Newberry reminded the Board that they were invited to attend Fountain Creek Water Shed Flood Control meeting on July 29th at City Hall in Manitou Springs. At 1:00 p.m.

Representative Terry Carver – July 25, 2016 7:00 p.m. at Town Hall – Jane stated that Rep. Terry Carver would be meeting at GMF Town Hall to discuss fire mitigation and flooding. Terry would like council to participate and the meeting is open to the public.

Cities and Towns Week – Sept. 12-18 Discussion is taking place in conjunction with Sally Bush for this week. It's an opportunity to thank volunteers who have helped the town.

CML District 4 Meeting-Sept. 12 GMF to possibly host. There would be a 5:30 p.m. business meeting with a social hour and dinner to follow. The Mayor and Renee are trying to work with the Mucky Duck or

Blue Moose to get a bid on cost. Whoever attends from District 4; pays their own dinner. GMF has hosted the Happy Hour in the past but will reach out to other Dist. 4 members to see if anyone else will sponsor Happy Hour this year. Mayor Newberry stated CML were very good partners and this was a good way to meet GMF neighbors that serve on councils in the local area. Mayor Newberry made a motion for approval to host the Dist. 4 meeting. **M/S Newberry/Stevens Motion carried unanimously**

Trustee Stevens – PPRCG – Meeting was cancelled

PPRTA- Met last week but nothing significant to discuss at this time.

Trustee Butts-No Report

Trustee Cook- No Report

Trustee Quinn- No Report

Renee Price – 2% Increase in Lodging Tax – November Ballot Item

Teller Co. cost for adding the possible 2% lodging tax increase for vacation rentals is estimated on the high side of \$500.00. There are 25 Teller CO residents in GMF who are active voters and 2 that are not. El Paso and Teller Co run on the same time frame for postings. The Board was asked to vote on whether or not they wanted to participate in El Paso Co and Teller Co Election for November 2016. The deadline for being able to be on the ballot with any item is July 29th. Because it is a tax item it must go before a vote to the public. A motion was made to put the 2% Increase in Lodging Tax for Vacation Rentals on the El Paso Co and Teller Co. November ballot. **M/S Butts/Stevens Motion carried unanimously**

ADJOURNED: 8:03 p.m.

Mayor Signature

Renee Price – Interim Town Clerk