

**TOWN OF GREEN MOUNTAIN FALLS
REGULAR BOARD OF TRUSTEE MEETING
March 21, 2017 – 6:00 P.M.**

MEETING MINUTES

Board Members Present

Mayor Jane Newberry
Trustee David Pearlman
Trustee Dave Cook
Trustee Michael Butts
Trustee Cameron Thorne
Trustee Tyler Stevens

Interim Town Manager/Clerk

John Pick

Interim Deputy Clerk

Renee Price

Board Members Absent

Trustee Chris Quinn

Town Attorney

Not Present

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 approved as submitted. M/S Newberry/Butts All Aye! Motion carried unanimously

3. Consent Agenda

Approve Board of Trustee Meeting Minutes for March 07, 2017

Bring into Record Approved PC Minutes- February 28, 2017

Bring into Record Approved Trails Minutes- March 9, 2017

Approve Bills Payable Run from March 08, 2017 = \$2,688.64

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

M/S Newberry/Pearlman All aye! Motion carried unanimously!

PUBLIC HEARING – 10795 Olathe – Short Term Rental

A public hearing was entered at 7:03 p.m. Cheryl Hand – owner of the property was present for the hearing. The board reviewed the letters that were submitted and noted that all were in favor of the rental. The public hearing was closed at 7:05 p.m.

A motion was made to approve the short-term rental for 10795 Olathe St.

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

4. New Business

a. Gazebo Picture Donation

Karl Huseboe and Kay Bachus were present. Karl donated the picture of Gazebo Lake and Kay donated the framing of the picture. The Board thanked both of them for their donations. The picture will be hung in Town Hall.

b. Introduction/Oath of Office of New Town Marshal – Virgil Lyn Hodges

The Mayor introduced Virgil Hodges as the new Town Marshal for Green Mountain Falls. Virgil took the Oath of Office, both he and the Mayor signed the Oath and he was welcomed by the Mayor.

c. Presentation – Ann Miller – DOLA Re: Comprehensive Plan Update

Ann noted that GMF's Comprehensive Plan had not been updated since 2007. She stated that DOLA could provide support in the efforts to get the Comp. Plan updated through various ways. One of the questions to ask when thinking about updating is does the Plan meet GMF's needs and look to the future. She noted that an area that may need focus was the Parks & Rec area of the comp plan as well as addressing possible natural hazards to the GMF. The plan update is a long undertaking. Those responsible for this plan are Elected Officials, Planning Commission, Staff, a consultant if hired, stakeholders and citizens of the town. This endeavor will require help from everyone. Ann noted that grants were available, training and technical assistance could be provided by DOLA. It was also stated that working with neighboring jurisdictions and integrating water management would be of benefit. The cost is estimated at \$30,000.00 – \$50,000.00. This item will be on a future agenda to outline the scope for the update.

d. Easter Egg Hunt Donation

Deb from Joyland Church asked for six, five-hole punch pool passes for their raffle at the Easter Egg Hunt. A motion was made to donate six passes to Joyland Church for the event.

M/S Butts/Stevens All aye! Motion carried unanimously.

e. Revenue Enhancements – Clay Brown & John Pick

John noted that the grant that was approved for the Town Manager position was only good for the first three years. In the fourth year, the Town is solely responsible for the cost of the position. John stated that he and Clay had identified areas where the Town could possibly increase the revenue to cover this cost in the future. The ways presented are just ideas:

1. Law Enforcement
2. Business Licenses
3. Fee Schedule
4. Lodging Tax
5. Economic Development
6. Increase Town's Sales Tax

It was noted that the Gallagher Amendment is going decrease the towns property tax revenue in 2018 by approximately 1.40 percent. Because of this, the mill levy may need to be increased to help supplement the loss. It is necessary for the Town to consider revenue enhancements to improve its financial sustainability. The list provided is not an exhaustive list but an example of the many opportunities for the Town to pursue. Some of these suggestions may be feasible for GMF while others are not.

f. Marshal Hodges – Discussion with the Board

Marshal Hodges thanked the Board for entrusting him with the duties of Marshal for the Town of GMF. He showed the Board a picture of a badge he would like to get made, stating Marshal as

opposed to Police. The badge would cost \$105.00 per badge and have an 8 pt. star. At this time, only one badge was requested. He also inquired about reserves to fill in time slots when he is not in town. El Paso Co. has stated that they will help patrol when Marshal Hodges is not in town and he is looking into an MOU with El Paso Co. and Teller Co. A motion was made to approve the new Marshal Badge and the cost of \$105.00. A list of reserves was provided by Mayor Newberry. **M/S Newberry/Thorne All Aye! Motion carried unanimously.**

g. Presentation of Draft Personnel Handbook

John Pick did an overview of the Personnel Handbook and requested a time to go over the handbook with the board in detail. He also asked that staff participate in the viewing of the document. Trustee Stevens suggested that the Handbook be sent to MSEC for review as well as the Town Atty. before adopting.

5. OLD BUSINESS

a. Town Manager Update

John stated that 19 applications had been received. Seven were from a previous round of applicants with 12 new applicants. The Mayor and John would be reviewing the applications on Wednesday, with the interviews to follow shortly thereafter. An email will be sent to the Board of Trustees regarding their availability next week for the interviews.

b. P-Card Update

Renee stated that she had contacted two venues regarding a p-card and was awaiting a response. She will follow up if she doesn't hear from them by Friday.

c. Dick Bratton Donation

It was noted that Mr. Bratton's donation was still on hold.

Public Hearing: Ordinance 3-7-2017A Ordinance Amending the Green Mountain Falls Municipal Code to Create the Position of Town Manager

A public hearing was entered at 8:20 p.m. The Mayor asked if the Board would like the Ordinance completely read or read by title only. A motion was made to read by Title Only.

M/S Butts/Cook All Aye! Motion carried unanimously

Renee asked about the section giving the Town Manager the authority to hire, dismiss, suspend and discipline employees. Whether the Board would or should keep this authority until its determined they will work out or not. Trustee Cook felt that the Board should keep this authority and the Town Manager could make a recommendation to the Board if necessary and Trustee Stevens disagreed thinking that this would undermine the Town Managers authority and the Board should make sure they hire the right person.

The Public Hearing was ended at 8:25 p.m. A motion was made to approve the Ordinance as it is written. **M/S Newberry/Thorne All Aye! Motion carried unanimously.**

6. PUBLIC INPUT

Mac Pitrone-10840 Myrtle St. – Mac stated that he felt that an appreciation letter should be sent to the Sallie Bush Committee for putting together the potluck for Virgil. He also stated that he had sent the Board an email suggesting that the driveway to Town Hall be named after T.C. the former public works director. He stated that Tim was a dedicated worker and the first town employee he believed who retired from the town. He finished by stating that the crack in the sidewalk should be fixed by the town and the cost assessed back to the business owners when applicable and that the town should not be subsidizing businesses.

7. CORRESPONDENCE: PC Draft Minutes – March 14th, 2017 were brought into record.

7. REPORTS

Trustee Pearlman – No Report

Trustee Thorne – No Report

Mayor Newberry – Noted that she had signed a document for administrator Keith Curtis regarding the flood plain, while PPRBD does the work, this document needed to be signed stating that we were implementing proper activities for flood plain. She also noted that this effects PPRBD's Fema Insurance. The Mayor also thanked the Sallie Bush Committee for putting together the potluck for Virgil. She also stated that there should be a potluck held later in the summer for the admin and public works staff so the community has an opportunity to thank them for what they do for the town and residents know who they are. She stated that Karl Huseboe had commented on how well the Public Works dept. was doing and appreciated all the raking that had been done. She finished by stating that the Great American Clean Up was scheduled for April 22 weather permitting. R.J. mentioned getting a roll off so debris could be thrown in it at the same time. The Mayor finally stated that there used to be Revocable Permits in place for businesses who used the Town sidewalks and that they paid a fee to the Town. This needs to be revisited.

Trustee Stevens – The Judge is reviewing an appeal at Walmart's request regarding a previous lawsuit decision. PPACG has been working through personnel issues and reviewing new legislation. Tyler just returned from a registered leaders trip from Charleston North Carolina and has a meeting with RBD tomorrow.

Trustee Butts – Trustee Butts asked that the Town send a Thank You letter to El Paso Co. for covering GMF during the time the town was without a Marshal. Trustee Butts noted that Gary and Rich would be speaking with him regarding creating the driveway up to town hall into a "street". John noted that he had sent this to the Town Atty. for review.

Trustee Dave Cook – No Report

John Pick– April 6th there will be a meeting of the Board members who can make it, for reviewing of the Town Code. To review and see where it might need to be updated.

Renee – No Report

R.J. – No Report

9. Adjourned

Meeting adjourned at 8:45 p.m.

Jane Newberry - Mayor

Renee Price – Deputy Town Clerk