

**TOWN OF GREEN MOUNTAIN FALLS
REGULAR BOARD OF TRUSTEE MEETING
July 18, 2017 – 7:00 P.M.**

MEETING MINUTES

Board Members Present

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

Town Manager/Clerk

Verla Bruner

Deputy Town Clerk

Renee Price

Board Members Absent

Town Attorney

Public Works

RJ Viers

Marshal's Dept.

Absent

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

Mayor Newberry called the regular Board of Trustee meeting to order at 7:04 p.m. The Pledge of Allegiance was led by Trustee Thorne.

2. Additions, Deletions, or Corrections to the Agenda

Trustee Thorne stated that there was a mistake on the Agenda. He stated that the Resolution and Ordinance listed were to be workshop items, not a Public Hearing. The Agenda was amended to reflect Resolution 2017-9 and Ordinance 05-2017 as a Workshop Item

The Agenda was approved as Amended.

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

3. Consent Agenda

Approve Board of Trustee Meeting Minutes for July 5, 2017

M/S Thorne/Pearlman All Aye!

Bring into Record Approved PC Minutes- July 27, 2017

Noted that no action was needed as these minutes had not been approved by PC yet.

Bring into Record Bills Payable Run from July 6 2017 – July 18, 2017 = \$19,919.62

It was noted that the Lock Smith charges were higher than originally thought. Verla explained that new hardware had to be done throughout Town Hall as the locks that were previously put in were obsolete and unable to be rekeyed per the manufacturer. **M/S Newberry/Cook A motion**

was then made to approve the Bill Run as submitted. All Aye! It was then noted by Trustee Stevens that he would like more information regarding where the departments stand in their budget.

Mac Pitrone made a statement before New Business- He stated that in regard to item 5a. “I assume the Board is aware of the fact that in the State of Colorado no public entity may deny access to private property from a public ROW (right of way) under almost any circumstance. The fact that Mr. Hughes has decided to comply with the grading ordinance is commendable but in this case, not compulsory. To continue dictating compliance with an ordinance that probably does not apply can only result in hard feelings and the chance that he will tire of the nonsense and either pull in his horns on the whole deal or just rely on the State to “protect” him from G.M.F. PC & BoT.” “Recommendations by the P.C. of its members to exceed the Code Requirements (the minimum standard) should be discouraged. If a P.C. member has opinions that conflict with the code, that P.C. member should lobby for its change. To act or exert pressure upon an applicant to vary from the code is inappropriate and in my opinion a conflict of interest. “Everything after “Application” approval, should be stricken. The P.C. has “0” approval power. The P.C. advises the Board, nothing more.” He asked that this be placed in the minutes as written.

4. New Business

a. 2016 Audit – Kyle Logan

Kyle stated that he and his associate had come to Town Hall two days in a row. His firm had reviewed the financial statements, looked at internal controls and processes and issued their opinion based on their findings. The auditor stated that they had a clean opinion (which was the best you can receive) for a financial audit. He went on to explain the Independent Auditors report and the Management Discussion & Analysis. He thanked Verla and Renee for their help in providing all of the information requested. He suggested that for internal controls, new processes be put into place regarding the funds that the pool receives and the money received by the court fines. He stated that adjustments were needed in the franchise and lodging tax figures due to the time of year they were received. He felt that the Pool and Court money could improve with more sound control than is done at present. The trustees thanked Mr. Logan for his audit findings and a motion was made to approve the Audit that was submitted and for it to be sent up to the state. **M/S Thorne/Butts All Aye!**

b & c. Regular BoT Meeting was closed and a Workshop opened at 7:26 p.m. regarding proposed Resolution 2017-9 and proposed Ordinance 09-2017. The board began the discussion on the repealing of Resolution 2009-05 and replacing it with Resolution 2017-9; repealing Resolution 2005-09 and Establishing a Trails Sub-Committee. Mr. Bratton and several trails committee volunteers spoke to the Board addressing this issue. They stated that the Trails Committee had functioned well for over 30 years, were well versed in the care and upkeep of the trails and didn't believe oversight by a Parks and Rec Committee was necessary or wanted. They stated that Parks maintaining and Trails maintaining were two very different entities and that they would be more than happy to work alongside a Parks Committee on equal terms but not to be over seen by them. It was explained that their function as a Trails Committee would not change. The legalities regarding how the finances are handled was discussed briefly. All the Board members made note of how much they appreciated what the Trails Committee has done over the years. There will be continued discussion on this matter. The workshop was closed and BoT meeting was resumed at 8:43 p.m.

d & e. DOLA GRANT – Comp Plan Consultant – Verla stated she wanted to apply for a Grant that DOLA offers for hiring a consultant to help with the Comprehensive Plan. DOLA recommended applying for \$100,000. **A motion was made to move forward in for the grant. M/S Butts/Thorne** It was also asked of Verla to speak with HGMFF on helping with the matching cost the Town would be responsible for as they had offered their help in the past.

f. Audio Video Bids for Town Hall- Axxis Audio and Listen Up submitted bids for this job. Each company were within \$3000.00 of cost but it was noted that neither of them had live streaming as part of their bid. After the Board discussed costs, it was requested that Verla get a third bid on the job and possibly do things in phases to help offset the cost. Mayor Newberry then thanked Mike Lohman for always volunteering to do the live streaming and that his volunteering and dedication was much appreciated.

5. OLD BUSINESS

a. Tom Hughes – Grading Permit Follow-Up -Jane read the response from the Town Atty. regarding the concerns and Town Code pertaining to the grading permit. As all requirements had been met a motion was made to approve the grading permit as submitted. **M/S Newberry/Butts All Aye!** Trustee Thorne then made a motion that verbiage be added to the Revocable Permit already submitted and approved to state that a gate will not be erected and an additional Revocable Permit will be required to place a gate without impeding hikers from reaching the trail. **M/S Thorne/Butts All Aye except Quinn who abstained.**

b. Comprehensive Plan Scope Update- Grant is be applied for through DOLA

c. Personnel Policy- Verla will be red-lining and finalizing the Personnel Policy for the next Board of Trustee meeting on August 1.

d. P-Card – Verla stated that we should have the cards by next week.

e. Donation from Mr. Bratton – Mr. Bratton submitted a letter stating that the \$13,000 he donated could be used for sod, turf or whatever was deemed to be the best for Gazebo Park.

f. Belvidere Project Update – Kevin Dieckleman had been contacted by R.J. Kevin stated that he was going to be doing door knocking to see talk to the residents and determine where it would be best to place a drainage pipe, then he would like to talk to the Board.

g. Short Term Rental Ordinance – Verla noted that a Check List for Short Term Rentals had been created. The Trustees reviewed and noted that the taxes that are to be paid quarterly were not listed and needed to be added to the list. Verla will check with the Attorney to determine if this is ready to go. This Ordinance will be placed on the next Board of Trustees Meeting.

6. PUBLIC INPUT – 3 Minutes Per Speaker

Tom Hughes-presented the Board with the sign for the Lake Project. This will be hung up in the park within a few days. Residents can donate to the project if they like and grants are being applied for to pay for the bulk of the project.

Dick Bratton – Acknowledged all the hard work that R.J. has done for the town. He also stated that the Board should seriously consider approval of more help for R.J. as he is only one person and can't do it all when the Budget Amendment comes up for review.

7. CORRESPONDENCE: PC Draft Minutes – July 11th, 2017 -No Minutes as there was no meeting.

8. REPORTS

Trustee Pearlman – No Report

Mayor Newberry – Still awaiting for the Fishing is Fun Grant decision. Creek week is the first week in October. October 7th anyone interested in helping can meet at the Pool Park at 9:00 a.m. The Town will receive district wide advertising.

Trustee Quinn – No Report

Trustee Thorne– No Report

Trustee Stevens – At the Regional County, City and Small Municipalities Meeting; Commissioner Waller was looking to add to the November Ballot the RTA A list because of I-25 road work gap in funding.

Renee – stated that quarterly reports to go along with the Bill Run would be forthcoming. This will keep the Board informed on where departments are regarding the budget. She also stated that copies of Court documentation can be made to place with deposits that are made for court. The pool has been a challenge and documentation received at Town Hall does not always match the money received. Processes are being looked at to tighten this up.

Verla- All the locks in Town have been changed. We will provide keys to access the building to Jane and one other council member until we get a Knox Box installed. We have received donations for the lake project and pavers totaling \$1500.00. Met with Chairman Bratton regarding the facilities, policing etc. needed for Bronc Day. Parks and Wildlife have been met with to discuss bear issues around town. Pool is doing well. We have had issues with lightning causing early closures and the Pool Warehouse where chemicals are obtained have been running low in supply and hard to obtain at times. Renee and Verla will be attending the ICMA conference in October. The amended budget will be completed by the first week in August.

R.J. – Colorado Springs has come up and looked at trees around town. If we see trees that are Colorado Springs responsibility, that need removed, they will come up and check them out. It was also noted that the restroom in the park may need to be pumped especially before Bronc Day. R.J. will check into it.

9. Adjourned

Meeting adjourned at 9:57 p.m.

Mayor Jane Newberry

Renee Price – Deputy Town Clerk

DRAFT