**TOWN OF GREEN MOUNTAIN FALLS**

**Regular Board of Trustee Meeting**

**August 21, 2018 – 7:00 P.M.**

**MEETING MINUTES**

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| **Board Members Present**Mayor Jane NewberryTrustee Chris QuinnTrustee Tyler StevensTrustee Margaret Peterson (arrived 7:06)**Interim Town Manager**Jason Wells**Interim Town Clerk**Judy Egbert | **Board Members Absent**Trustee Cameron Thorne**Town Attorney**Not present.**Public Works**Not present**Marshal’s Dept.**Not present. |

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

Mayor Newberry called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited.

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

Trustee Quinn moved, seconded by Trustee Stevens to approve the agenda as presented. The motion carried unanimously.

**3. Consent Agenda**

* 1. **Approve Board of Trustees Meeting Minutes August 7, 2018**
	2. **Bring Into Record Bills Run August 21, 2018**

Mr. Wells recommended discussion regarding the bill from Lazy H for emergency road work, as it in excess of what was anticipated due to the emergency weather needs. The Board agreed to have discussion at this point in the meeting. Lazy H has completed the work and demobilized, with roads in generally good shape at this time.

Mayor Newberry moved, seconded by Trustee Stevens to approve the minutes of the last meeting. The motion carried unanimously.

Mayor Newberry moved, seconded by Trustee Quinn, to approve the bills run as presented. The motion carried unanimously.

1. **New Business**

1. **Mariano Nandin, Auto Show presentation**

M. Nandin reported on the recent car show, with participants and citizens pleased in spite of the weather. The parking concern turned out to be a non-issue.

1. **Discussion with Andre Brackin, PE, Wilson & Company to Explore Municipal Flood Recovery Needs**

Mr. Brackin is serving as project manager for the emergency flood recovery efforts, as approved at the last meeting. Mr. Brackin introduced himself, and reviewed progress so far.

El Paso County developed a list of damaged areas. The hope is that FEMA may help to fund a better long-term solution rather than just getting things back to the way it was immediately prior to the storm.

He spoke of the importance of regular evaluation of all systems, rather than waiting to react to fix things after a problem.

Information to FEMA will be finalized tomorrow.

Mr. Wells reviewed the process and work done to this point. Preliminary estimates are being prepared, and FEMA is still in the process of gathering data to determine whether or not a federal declaration will be made. If the declaration is made, there is a 25% local match. If the declaration is not made, the Town will be responsible for the entire costs.

1. **Intergovernmental Agreements for November 2018 Coordinated Election**
	* 1. **El Paso County**
		2. **Teller County**

Ms. Egbert reviewed the routine contracts required for participating in the upcoming coordinated election. She further noted the need to document her role as Designated Election Official and giving her authority to execute the IGAs.

Mayor Newberry moved, seconded by Trustee Quinn, to approve the IGAs as presented; to clarify that Judy Egbert is the Town’s Designated Election Official; and to authorize Ms. Egbert to sign the IGAs. The motion carried unanimously.

1. **Recommendations from Planning Commission**
	* 1. **Request to increase code enforcement**

Dick Bratton conveyed discussion at the Planning Commission regarding work being done by contractors without licenses and/or permits, particularly roofing companies.

Mayor Newberry noted that records from regional building shows many permits issued.

Mayor Newberry recommended posting a sign at the Post Office notifying citizens that a permit is needed for roofing or construction work. Staff will take care of that.

* + 1. **Request for joint meeting with Board of Trustees and Planning Commission on August 28**

Mr. Bratton noted a schedule change, and requested a September 11 meeting date for a joint meeting of the Board and Planning Commission for a complete update of the comprehensive plan progress. September 11 is a regular Planning Commission date. The Board took note of the date.

**5. OLD BUSINESS**

1. **Public Hearing and final action, Resolution No. 2018-13, A Resolution Amending The Budget For The 2018 Budget Year For The Town Of Green Mountain Falls, Colorado**

Mayor Newberry opened the public hearing at 7:57 p.m. and asked for those wishing to speak on the issue.

Mike Farina reviewed the proposed budget amendment that accommodated changes due to staff transitions, professional services contracts, and increased legal costs. Revenues from 2017 are higher than initially anticipated, and will accommodate for these costs.

Year-end projections for 2018 will be prepared for use when the 2019 budget work begins.

Mac Pittrone asked about franchise fee revenues from Colorado Springs Utilities showing zero for year to date. Mr. Farina is aware of this and will research.

Gail Gerig asked about HUTF, with Mr. Farina describing this revenue source. Pool and municipal court revenues appear to be too high. Business license revenues are much less than budgeted. She talked about past budgets, and asked about fund balances. Mr. Farina has already adjusted these revenue projections.

Mr. Farina described fund balances as being surpluses that are carried over from one year to the next. TABOR reserves need to be accommodated within the fund balance, and is not available for general use.

Ms. Gerig questioned amounts currently in the bank accounts. Mr. Wells reviewed the three accounts.

The transfer to capital reserve is a result of a policy to transfer funds.

Mayor Newberry closed the hearing and resumed the regular meeting at 8:18 p.m.

Mayor Newberry moved, seconded by Trustee Quinn, to adopt Resolution No, 2018-13. The motion carried unanimously.

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

Mac Pittrone spoke in concern about roads and opined that more training is needed for the equipment operator.

Ann Esch spoke of her conversation with PPRTA regarding including Teller County. There would have to be interest from Teller in joining, then an election and a cost to do that.

Dick Bratton spoke on behalf of the Bronc Day Committee, and asked that July 27, 2019 be reserved for the event. He further reported on trails work.

**7. CORRESPONDENCE**:

**8. REPORTS**

**a. Trustees**

Trustee Stevens reported work in progress on updating the fire ban ordinance.

Mayor Newberry noted the opportunity for participation in CML’s policy committee. Mr. Wells added that the District meeting is September 12. Mayor Newberry will attend.

 **b. Town Manager**

Mr. Wells reviewed his written report, adding that road maintenance is an ongoing challenge. He pointed out unmet needs that are now noted, much of which will be an element of future staffing discussions.

 **c. Town Clerk**

Ms. Egbert reported that no candidate petitions have yet been submitted. The ballot will be certified after the deadline on August 27. The advertisement for a Clerk/Treasurer is out, with a first review date of September 10.

 **d. Marshal – Not present.**

**9. Adjournment**

Meeting adjourned at 9:06 p.m.

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Mayor Jane Newberry

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Judy A. Egbert