

TOWN OF GREEN MOUNTAIN FALLS
Regular Board of Trustee Meeting
October 2, 2018 – 7:00 P.M.

MEETING MINUTES

Board Members Present

Mayor Jane Newberry
Trustee Margaret Peterson
Trustee Chris Quinn
Trustee Tyler Stevens (arrived 7:05 p.m.)
Trustee Katharine Guthrie

Board Members Absent

Town Attorney

Not present.

Public Works

Interim Town Manager

Jason Wells

Marshal's Dept.

Virgil Hodges

Interim Town Clerk

Judy Egbert

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

Mayor Newberry called the meeting to order at 7:02 p.m. The Pledge of Allegiance was recited.

2. Additions, Deletions, or Corrections to the Agenda

Mayor Newberry moved, seconded by Trustee Peterson to approve the agenda as presented. The motion carried unanimously, with Trustee Stevens not present.

3. Consent Agenda

- a. Approve Board of Trustees Meeting Minutes September 18, 2018
- b. Bring Into Record Bills Run October 2, 2018
- c. Report of Short Term Rentals September 27, 2018

Mayor Newberry moved, seconded by Trustee Peterson to approve the consent agenda as presented. The motion carried unanimously, with Trustee Stevens not yet present.

4. New Business

a. Consideration of Host Compliance Presentation and Proposal for Short-Term Rental Monitoring

Note: Trustee Stevens arrived at 7:05 p.m.

Mr. Wells reviewed the printed information, recommending that the Board consider this proposal for monitoring short term rental compliance.

Although not open for public input, multiple unidentified citizens expressed opinions regarding the proposal.

The Board asked Mr. Wells to:

- See if Manitou Springs is still using this service, and whether they recommend them.
- See if there are other providers offering this service.
- Learn how the company would handle listings that are not through a major company.

b. Pine/Mountain Avenue Closure Update

Mr. Wells reported that this intersection has been closed for some time, with residents having various opinions about its usefulness. While this type of decision would typically be an administrative decision, he is presenting it to the Board for input.

The Board asked that more opportunity for public input be given, and consultation with Colorado Springs Utilities prior to making a decision.

c. Tree Lighting Festival Event Application Submitted by Ute Pass Chamber of Commerce

Dick Bratton presented the application, and requested waiver of the fee. The park will be used for less than one hour.

Trustee Peterson moved, seconded by Trustee Guthrie, to approve the event with a total fee of \$100, and the deposit waived. On discussion, the Board considered whether this was setting a precedent; and considered that it would be appropriate to have a lower rate for non-profits. The motion carried unanimously.

d. Authorization of Mayor to Issue Letter to State Department of Local Affairs requesting emergency funding assistance to address various infrastructure damage needs.

Mr. Wells presented the opportunity to request DOLA funds toward disaster recovery. The letter requests the full amount of damages that have been determined by Wilson and Associates.

Mayor Newberry moved, seconded by Trustee Guthrie to authorize the Mayor to sign the letter to DOLA requesting emergency project funding. The motion carried unanimously.

5. OLD BUSINESS

a. **Resolution No. 2018-12, A Resolution Of the Town of Green Mountain Falls, Colorado, Approving And Adopting A Revised Employee Handbook.**

This is returned to the Board with changes and additional information from prior meetings. The substantive decision remaining is to determine whether the Board wishes to offer a Paid Time Off (PTO) bank instead of traditional vacation and sick leave.

After discussion, the Board directed Ms. Egbert to revise the handbook to include:

- PTO bank to replace current vacation, sick, and bereavement leave.
 - 0 – 1 years of employment earns 88 hours per year
 - 1 – 5 years of employment earns 176 hours per year
 - 5 – 10 years of employment earns 200 hours per year
 - 10 – 15 years of employment earns 256 hours per year
 - 15+ years of employment earns 280 hours per year
- The accrual cap is equal to the employee's annual earning
- PTO is not payable at separation of employment

The Board wanted to be sure that the Town Manager has authority to authorize appropriate use of leave.

Ms. Egbert will also look at the holiday portion of the handbook to ensure that use of holidays for law enforcement and emergency work were addressed.

6. PUBLIC INPUT – 3 Minutes Per Speaker

Lana Fox, resident at the end of Belvidere, spoke of concern in managing debris. She was directed to work with Mr. Wells.

The Board reminded citizens that administrative issues are appropriate to bring to staff rather than directly to the Board.

Dave Cook, resident on Belvidere, encouraged the Board to provide budgetary support to the Marshal's function and salary. He further encouraged more consideration on the short-term-rental ordinance. The large for-profit businesses are the ones that change the nature of the community.

7. CORRESPONDENCE:

Mayor Newberry noted correspondence from Dave Cook regarding the short term rentals, and encouraged communication with the Marshal for any complaints.

Unidentified citizens continued to engage the Board in conversation and questions regarding the short term rental ordinance and process.

8. REPORTS

a. Trustees

Mayor Newberry reported on Creek Week activities, saying that volunteers are needed on October 6.

Trustee Stevens reported his recent involvement with the Chamber and a trip to Washington DC.

b. Town Manager

Mr. Wells reviewed his written report. Based on direction from the Board, he will proceed with a decision on the road closure without bringing it back to the Board.

The Belvidere Avenue project is moving quickly. The construction contract will be approved by PPRTA at its next meeting.

c. Town Clerk

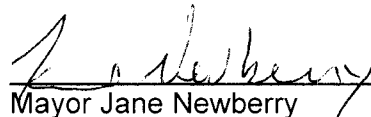
Ms. Egbert reported that preliminary interviews are scheduled for tomorrow morning for the Clerk/Treasurer position. The Board agreed by consensus to:

- Ask for written question responses in advance.
- Conduct some sort of assessment in addition to a traditional interview.
- Conduct the interviews/assessment immediately prior to the meeting on October 16.

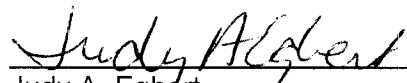
d. Marshal

Marshal Hodges reviewed his statistical report.

9. **Adjournment.** There being no further business, the meeting adjourned at 9:42 p.m.



Mayor Jane Newberry



Judy A. Egbert