

TOWN OF GREEN MOUNTAIN FALLS
Regular Board of Trustee Meeting
February 19, 2019 – 7:00 P.M.

MEETING MINUTES

Board Members Present

Mayor Jane Newberry
Trustee Margaret Peterson
Trustee Katharine Guthrie

Interim Town Manager

Jason Wells

Town Clerk/Treasurer

Laura Kotewa

Board Members Absent

Trustee Tyler Stevens
Trustee Chris Quinn

Town Attorney

Not present

Public Works

Marshal's Dept.

Virgil Hodges

Workshop on Ordinance 2019-01, An Ordinance Repealing Article V Of Chapter 2 Of The Green Mountain Falls Municipal Code Concerning Social Security And Retirement

Mr. Wells gave some background on the Ordinance.

The workshop was called to order at 7:04pm. With no input from the audience, the session adjourned at 7:06pm.

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The Mayor called the meeting to order at 7:08 p.m. and the Pledge of Allegiance was recited.

2. ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA

Mayor Newberry made a motion, seconded by Trustee Peterson, to accept the Agenda. Motion passed.

3. CONSENT AGENDA

- a. Approve Board of Trustees Meeting Minutes February 5, 2019
- b. Bring Into Record Bills Run February 13-14, 2019

Mayor Newberry made a motion, seconded by Trustee Peterson to approve the Consent Agenda. Motion carried.

4. NEW BUSINESS

- a. Consideration of Resolution 2019-07, A Resolution Concerning The Issuance Of Special Events Permits By The Town Of Green Mountain Falls Board Of Trustee Acting As The Local Licensing Authority

Ms. Kotewa gave some background on the Resolution.

A motion was made by Mayor Newberry to approve resolution, Trustee Peterson seconded, motion carried.

CONVENE AS LOCAL LICENSING AUTHORITY

The meeting was called to order at 7:16pm

1. Consideration of the Combat Veterans Motorcycle Association Chapter 3-2 Colorado Department of Revenue Special Events Permit for Fermented Malt Beverage license

Mr. Art Loureiro gave some background for the event, Green Box Arts rep Mr. Jesse Stroope, who was present, pledged use of space contingent on this permit and insurance qualifications. The Board asked that Green Box Arts and the Town be mentioned in the event and Permit for Fermented Malt Beverage license insurance.

A motion was made by Mayor Newberry, seconded by Trustee Guthrie to approve the State Special Events Permit locally, with the insurance inclusion. Motion carried.

Adjourned and Reconvened as the Regular Board Meeting at 7:24pm

CONTINUED NEW BUSINESS

- b. Update on Flood Recovery Efforts and Consideration of Design/Engineering Contract

Mr. Wells gave some background and fielded questions, as a rep from Wilson and Co was not able to attend.

A motion was made by Mayor Newberry and seconded by Trustee Guthrie to approve the agreement for Professional Services. Motion carried.

- c. Consideration of the Green Box Arts' Application for Revocable Permit for Temporary Art Display Above Gazebo Lake

Mr. Jesse Stroope gave some background information concerning the artwork. Questions were taken from the Board.

A motion was made by Mayor Newberry and seconded by Trustee Peterson to approve the Green Box Arts' Revocable Permit. Motion carried.

- d. Consideration of Green Box Arts' Special Events Application for the Weekend at the Park event to be held July 4-6, 2019 at various locations near the Farm Stand

Mr. Jesse Stroope answered questions from the Board regarding the event.

A motion was made by Trustee Peterson and seconded by Trustee Guthrie to approve the Green Box Art's Event Permit. Motion carried.

- e. Consideration of Resolution 2019-06, A Resolution Of The Town Of Green Mountain Falls, Colorado, Designating Authorized Signatories On Town Bank Accounts And Individuals Authorized To Conduct Online Banking On Behalf Of Town

Direction given to send a memo out to those needing to sign to mention banking hours, and that the signature cards can be brought to the next BOT.

A motion was made by Trustee Peterson and seconded by Mayor Newberry to approve Resolution 2019-06. Motion carried.

- f. Discussion Regarding Temporary Vendor Registration and Sales Tax Collection

Mr. Wells gave some background, wondering to what extent the town will recognize or license vendors during town events. He asked the Board if there was a desire to exempt event vendors from local taxes, what amount of regulation the town would like to be involved in, should vendors self regulate, and would the Board want a vendor permit or registration fee to be collected on behalf of the Town.

A one day event vending permit/registration fee, at a fraction of the business license fee was recommended by the Board. The event coordinator should collect the fee and remit to the town. Vendors are to self regulate tax collection. The form or information should include how to get a state tax license, pay local taxes, and include a taxation table. The Town clerk is assigned the task of creating a draft including a flow chart.

- g. Discussion of the Disposition of the Old Sheriff's Office at 10454 Ute Pass Ave and Old Town Hall site on 7035 Oak St

Mayor Newberry gave some history of the 7035 Oak St location. The empty lot sits in a flood plain and is zoned Public Facilities. One option discussed for use of the lot, was to widen the alley right of way and use it for parking. The Board emphasized it does not want the historical sign removed. If this is the final resolution, the lot should be rezoned. The Planning Commission is to prepare a recommendation for the Board.

Mayor Newberry gave some history on the Old Sheriff's Office. The bathroom/plumbing may not work, and the building would need a lot of work to make it habitable. The Town would like to keep the building a historical site. They are not ready, at this time, to consider sale to a private party. The building is currently zoned as Public Facilities.

5. OLD BUSINESS

- a. Public Hearing and Final Adoption, Ordinance 2019-01, An Ordinance Repealing Article V Of Chapter 2 Of The Green Mountain Falls Municipal Code Concerning Social Security And Retirement.

The Public Hearing convened at 8:30pm, and with no further comments or questions adjourned at 8:31pm.

Mayor Newberry made a motion seconded by Trustee Peterson to approve Ordinance 2019-01. Motion carried.

b. Discussion Regarding Town Adoption Process of the Employee Handbook and other Employment Policies

Mr. Wells made comments about use of the new Holiday Pay policy and the need to adopt this and all changes by resolution. The question was raised as to whether to keep the approval process by Board, or to transfer the approval to the Town Manager.

Board input as to changes that have fiscal impact is available any time the budget comes up for approval; however, the Board prefers having approval options for any change that includes fiscal impact before the change is included permanently in the Handbook.

Mr. Wells will work on changes with our Town Attorney to be presented to the Board in Ordinance form at an upcoming Board meeting to address the preferences of the Board.

c. Discussion Regarding Procurement Policy and Trustee Liaison Roles

Mr. Wells shared information about the need for approval from a now non-existent Trustee Liaison for all procurements. Discussion and questions from the Board followed.

Mayor Newberry made a motion for Administration to move forward with creating an Ordinance to remove the need of Board approval from the Procurement Policy, seconded by Trustee Guthrie. Motion carried.

6. PUBLIC INPUT – 3 Minutes Per Speaker

The first comment was heard at 7:06pm due to lack of quorum present for voting matters.

Dick Bratton – pointed out a new base map hung on the wall of the meeting room. Sticky notes can be added to point out requested revisions. He also mentioned that the Comprehensive Plan is in the creative phase, and all are pleased with the progress being made.

Mac Pitrone – shared plowing concerns, about both wear of the equipment, and efficient use of employee time to plow.

7. CORRESPONDENCE:

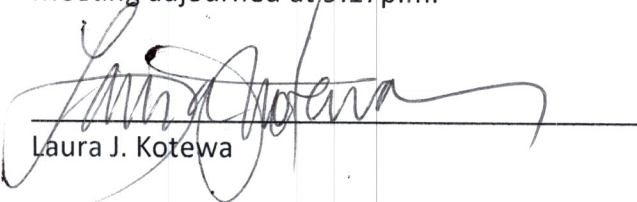
The board acknowledged the receipt of the Planning Commission minutes from February 12, 2019.

8. REPORTS


- a. Trustees – no report.
- b. Town Manager – Touched on highlights from his submitted report.
- c. Town Clerk – Touched on highlights from her submitted report.
- d. Marshal - Mentioned the closure of Chipita Park Rd coming up
- e. Public Works – Written report submitted.

9. Adjournment

Meeting adjourned at 9:17p.m.



Laura J. Kotewa



Jane Newberry, Mayor