

**TOWN OF GREEN MOUNTAIN FALLS**  
**Regular Board of Trustee Meeting**  
**February 5, 2019 – 7:00 P.M.**

**MEETING MINUTES**

**Board Members Present**

Trustee Margaret Peterson  
Trustee Tyler Stevens  
Trustee Katharine Guthrie

**Interim Town Manager**

Jason Wells

**Town Clerk**

Laura Kotewa

**Interim Town Clerk**

Judy Egbert

**Board Members Absent**

Trustee Chris Quinn  
Mayor Jane Newberry

**Town Attorney**

Not present

**Public Works**

**Marshal's Dept.**

Virgil Hodges

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

Mayor Pro Tem Stevens called the meeting to order at 7:07 p.m. The Pledge of Allegiance was recited.

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

Trustee Peterson made a motion, seconded by Trustee Guthrie, to accept the Agenda with the most recent version (with our Attorney edits and comments) of Ordinance 2018-12 being distributed to Board Members and available to the public. Motion passed.

**3. Consent Agenda**

- a. Approve Board of Trustees Meeting Minutes January 15, 2019
- b. Bring Into Record Bills Run January 29, 2019
- c. Bring Into Record New STR Application Approval

Trustee Peterson made a motion, seconded by Trustee Guthrie to accept the Consent Agenda, with the year changed to 2019 for the January 15<sup>th</sup> Minutes. Motion carried.

#### 4. NEW BUSINESS

- a. Consideration of a Mayor Drafted Letter of Support for Colorado Springs Utilities/U.S. Forest Service Watershed Protection Project (Wildfire Mitigation)

A presentation was given by Mr. Lyle Laverty with discussion and questions from the board and citizens present at the meeting. Mr. Laverty mentioned that the community can lend support by contacting Brian Ferebee at [bferebee@fs.fed.us](mailto:bferebee@fs.fed.us) ; please CC [Lyle@thelavertygroup.com](mailto:Lyle@thelavertygroup.com).

Trustee Peterson made a motion to approve the letter written by the Mayor to be signed and mailed. The motion was seconded by Trustee Guthrie, and passed by unanimous vote.

- b. Consideration of the Combat Veterans Motorcycle Association Chapter 3-2 Special Event Application-Pikes Peak Mission to Zero

A presentation and explanation of the proposed event was shared by Mr. Art Loureiro. An application has been submitted to the Green Box Arts Project for use of their town properties to support the event. Questions were addressed as received from both the board and the public.

Trustee Peterson made a motion, seconded by Trustee Guthrie to approve the submitted Special Event Permit Application. Motion passed.

Fees are yet to be determined, and paid according to the direction on the application form.

- c. Consideration of Acceptance of the Final 2017 Municipal Audit as presented by Kyle Logan of Logan and Associates

Since Mr. Kyle Logan was unable to attend, Mr. Jason Wells shared some information received from Mr. Logan and addressed the questions raised by the board.

Trustee Guthrie moved, Trustee Peterson seconded, that the Audit be approved. Motion carried.

- e. Introduction of Ordinance 2019-01, An Ordinance Repealing Article V Of Chapter 2 Of The Green Mountain Falls Municipal Code Concerning Social Security And Retirement

Trustee Peterson made the motion to set this matter for Public Hearing and Final Adoption at the Board's next scheduled meeting, February 19, 2019. Motion passed.

- f. Resolution 2019-05, A Resolution Of The Town Of Green Mountain Falls, Colorado, Approving And Adopting A Revised Employee Handbook

Motion was made by Trustee Guthrie, seconded by Trustee Peterson to accept all presented changes to the handbook and to approve the Resolution. Motion passed.

Direction was given to staff to add discussion items addressing board approval for both the Handbook and Procurement items to the next Board Meeting Agenda.

- g. Consideration of Approval for the Brochure and Job Description to begin the recruitment process for the Town Manager position

After relevant discussion of the selection process and posting timeframe, Trustee Peterson made a motion, seconded by Trustee Guthrie, to approve the brochure and job description. Motion passed by unanimous vote.

## **5. OLD BUSINESS**

- a. Public Hearing and Final Adoption, Ordinance 2018-12, An Ordinance Repealing And Reenacting Article XV Of Chapter 10 Of The Green Mountain Falls Municipal Code Regarding Fire Restrictions – with requested revisions made December 28, 2018

This item of business was continued from the January 15, 2019 meeting. A Public Hearing was reconvened at 8:35pm. Ann Esch questioned the definition of a fireplace spark arrestor. There being no one further wishing to speak the hearing adjourned at 8:37pm.

Trustee Peterson made the motion, seconded by Trustee Guthrie, to Adopt Ordinance 2018-12 with the following additional changes to the revision. First, the table and accompanying text is amended to read "Gasoline operated power tools equipped with a spark arrestor" in place of "chain saws with spark arrestors", and second, under Sec. 10-334 number (1), "A person age 18 years of age or older" in place of "A person over 18 years of age"

## **6. PUBLIC INPUT – 3 Minutes Per Speaker**

Town citizen Judith Piazza spoke about a parking issue due to right of way placement on her property.

## **7. CORRESPONDENCE:**

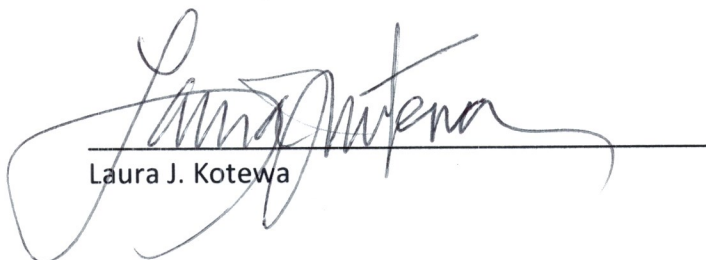
The board acknowledged the receipt of the Planning Commission and Trails Committee minutes.

## 8. REPORTS

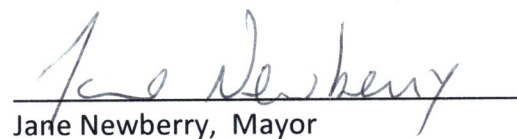
- a. Trustees – There are 4-5 new members of the Chamber, with another person showing interest. Trustee Peterson is acting as Enforcement Liaison for Bronc Days.
- b. Town Manager – Touched on highlights from his submitted report.
- c. Town Clerk – Touched on highlights from her submitted report.
- d. Marshal – The Marshal shared a verbal report of items addressed in January.
- e. Public Works – Written report submitted.

## 9. Adjournment

Meeting adjourned at 9:37 p.m.



Laura J. Kotewa



Jane Newberry, Mayor