

TOWN OF GREEN MOUNTAIN FALLS
Regular Board of Trustee Meeting
March 6th, 2025

MEETING MINUTES

Board Members Present

Mayor Todd Dixon
Trustee Don Walker
Trustee John Bell
Trustee Sean Ives

Town Manager

Caleb Peterson

Town Clerk

Bo Ayad

Board Members Absent

Trustee Sunde King

Town Attorney

Marshal's Dept

Sean Goings

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

Mayor Dixon called the regular meeting to order at 7:01 p.m. The Pledge of Allegiance was recited. All Trustees were present in-person or on Zoom.

2. Additions, Deletions, or Corrections to the Agenda

Mayor Dixon motioned to adopt the agenda, seconded by Trustee Bell. Motion carried.

3. Consent Agenda

Minutes from the 2025-02-04 Meeting. Trustee Bell motioned to approve, seconded by Mayor Dixon. Motion carried.

4. Reports

Trustee Walker reported on the last PRTAC meeting where they were setting goals for 2025.

Mayor Dixon reported on the progress regarding the Town Planner.

Dustin McClain reported on activities in the Town's Public Works Department.

Marshal Goings reported on law enforcement activities in Town over the past month.

The Town Clerk, Bo Ayad, reported on STR Renewals, the Fee Schedule and the upcoming election process. The Clerk also reported on the future practice of only uploading committee recordings for the Board and Planning Commission.

The Town Manager, Caleb Patterson, reported on some grant activities, the nuisance tree ordinance and an upcoming purchasing policy.

5. Public Comment

The Fire Mitigation Advisory Committee Chair, Paul Yingling, made public comment on the need to clarify the committee budgets and how to best access those funds by the committees.

6. Business Items

6a) 2025 Election PSA with GovPro

The Town Clerk, Bo Ayad, presented a professional services agreement for the retention of GovPro consulting for the upcoming 2025 election. Mayor Dixon motioned to approve, seconded by Trustee Bell. Motion carried.

6b) 2024 Audit- Logan and Associates Engagement Letter

The Board discussed the need to have assurance of a completion timeline for the audit. Trustee Walker motioned to approve, seconded by Mayor Dixon. Motion Carried.

6c) 2025 Bronc Day Special Events Application

Building Ute Pass Communities Member, Lisa Bonwell gave a brief to the Board on the planned 2025 Bronc Day Event. Trustee Walker motioned to approve the application and to waive the fees, seconded by Mayor Dixon . Motion carried.

7. Discussion

7a) 2025 Fee Schedule

The Town Clerk projected a draft 2025 Fee Schedule with proposed additional categories and highlighted changes to existing fees. The BoT members agreed to return feedback to the Clerk by March 20th.

7b) Ongoing Task List

A discussion took place about the list and how to best maintain the document. Trustees Walker and Bell have requested more elaboration regarding the real-time status of projects.

7c) Economic Development Stats

The Town Manager presented various statics about the Town.

7d) Purchasing Policy

The Town Manager presented a proposed Purchasing Policy which showcased spending thresholds and procedures. The Board gave feedback and a final draft will be presented for a vote at the next meeting.

7e) Excavation Permit

The Town Manager presented a draft amended permit document and procedure.

8. Correspondence

None.

9. Public Comment

None.

10. Adjournment

At 8:41 pm Mayor Dixon called to Adjourn the meeting.