

## Minutes

Meeting Name: Regular BOT Meeting

Meeting Start Time: 6:00 PM MDT

Meeting Start Date: 4/6/2022

Meeting End Time: 8:45 PM MDT

Meeting End Date: 4/6/2022

Meeting Location: Armory Multi-Purpose Room 230 N. Bluff

### Agenda:

- I. Regular Workshop – start time 6:00 pm
  - A. Review of Quasi-Judicial Process for Considering Applications for Conditional Use Permits
  - B. Discussion regarding Management Letter Received from Green & Associates, LLC for 2020 Audit Report
  - C. Discussion regarding Draft of Non-Exclusive Major Encroachment Permit for Telecommunications/Broadband Service Providers
  - D. Discussion regarding Request for Donation from San Juan Philanthropy Days

Workshop end time – 6:445 pm

- II. Regular Meeting
  - A. Call to Order: 7:00 pm
  - B. Roll Call: Present: Mayor Vierheller and Mayor Elect Roberts. Trustees Bruce, Hamel, Heaton, Hollingsworth, Kendall, and Woods.
  - C. Approval of Minutes – March 16, 2022: Motion made by Trustee Hamel, seconded by Trustee Heaton. Motion passed with all present voting yes in a roll call vote except Trustee Hollingsworth who abstained due to being absent on March 16, 2022.
  - D. Swearing in of Elected Mayor and Trustees: Dave Roberts sworn in as Mayor for a four year term. Jeff Heaton sworn in as a Trustee for a four year term. Jesse Kendall sworn in as a Trustee for a four year term. Henry Woods sworn in as a

Trustee for a four year term. Diane Bruce sworn in as a Trustee with a two year term.

- E. Approval of Bills Payable totaling \$52,826.40. Motion made by Trustee Woods, seconded by Trustee Hamel. Motion passed with all present voting yes in a roll call vote.
- F. Employee Reports:
  - 1. Mayor Roberts – Encouraged everyone to go to the CML Conference. Asked staff to sign him up for the CML Conference.
  - 2. Trustee Reports – Trustee Hollingsworth said the visitors guide is available at the Chamber of Commerce. Trustee Kendall said the Chamber of Commerce hired Kate Hopson as the Director and Sarah Decristo as Manager.
  - 3. Town Manager Report (Pierce/Lipse)
  - 4. Public Works Director (Johnston)
  - 5. Recreation Director (Hake)
  - 6. Town Clerk (Mulhall)
  - 7. Building Official (McNeese)
  - 8. Sheriff's Report (Kambish)
- G. Correspondence Received –Notice of Cyber Actors Targeting Election Officials
- H. Citizen Communication – NONE
- I. Additions to the Agenda – NONE

### III. Action Items

- A. Discussion and Possible Action to Appoint and Swear in Town Officials:  
Alexander Mulhall sworn in as Town Clerk/Treasurer; James McDonald sworn in as Municipal Judge; and Daniel Krob sworn in as Town Attorney.
- B. Discussion and Possible Action to Appoint a Mayor Pro-Tem: Trustee Woods made a motion to appoint Trustee Hollingsworth as Mayor Pro-Tem, no second. Motion made by Trustee Heaton to appoint Trustee Hamel as Mayor Pro-Tem,

seconded by Trustee Bruce. Motion passed with all present voting yes in a roll call vote.

- C. Discussion and Possible Action to Make Committee Appointments: Postponed.
- D. Discussion and Possible Action to Approve a Conditional Use Permit to Operate and All-Terrain Vehicle Rental Outfit Located at 130 Gunnison Avenue. Motion made by Trustee Hollingsworth, seconded by Trustee Hamel. Motion passed with all present voting yes in roll call vote.
- E. Discussion and Possible Action to Approve the Form for Non-Exclusive Major Encroachment Permits for Telecommunications/Broadband Service Providers. Motion made by Trustee Bruce, seconded by Trustee Hollingsworth. Motion passed with all present voting yes in a roll call vote.
- F. Discussion and Possible Action to Approve Donation to San Juan Rural Philanthropy Days. No motion made.
- G. Discussion and Possible Action to Approve Bank Signature Authority for Mayor Dave Roberts, Mayor Pro-Tem Doug Hamel, and Town Manager Vance Lipsey. Motion made by Trustee Woods, seconded by Trustee Kendall. Motion passed with all present voting yes in a roll call vote.

Adjournment – 8:45 pm.

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Mayor

ATTEST:

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Town Clerk