

February 7, 2024

Present:

Mayor:

Larry Sitts

Trustees:

Blaine Ice

Calvin Melcher

Bill Kissell

Rod Swisher

Casey Rushton

|                    |                             |
|--------------------|-----------------------------|
| Austin Hazen       | Holly Fire Chief            |
| David Dougherty    | Police Chief                |
| Elsie Martin       | Police Clerk for Granada    |
| Randy Holland      | Town Administrator          |
| Cynthia S. Humrich | Town Clerk/Treasurer        |
| Tracy Kirmer       | Town Deputy Clerk/Treasurer |

Mayor Sitts presided over the regular meeting of the Holly Board of Trustees on the above date at 7:00 p.m. Roll was called. All present except Trustee Brian, gave the Pledge of Allegiance.

**Additions to the Agenda.** None

**Minutes, January 3, 2024, Regular Board Meeting Minutes.** Trustee Rushton motioned to approve the January 3, 2024, Regular Board Meeting Minutes. Seconded by Trustee Melcher. Motion carried 5-0.

**Approval of Current Bills subject to final approval of the Finance Committee meeting on Monday, February 12, 2024.** Trustee Swisher motioned to approve the current bills as approved by the finance committee on Monday, February 12, 2024. Seconded by Trustee Rushton. Motion carried 5-0.

**Notices and Communications.** None

**Public Appearances.** None

**Reports. Police Report.** Chief Dougherty presented to the Board his January police report and the completed December report. He commented on there being 27 service calls in Holly for January. Chief Dougherty gave a brief statement on the number of hours each person had put in for January and monetary values for the month. He stated they had interviewed two people for the police clerk position and would be continuing this process. **Administrator Report.** Administrator Holland began by discussing the snow removal for January. On January 10<sup>th</sup> he had a ZOOM meeting with McGuire on the water tank inspection; there is nothing new for repairs. He continued with discussions on all the water main breaks that transpired in January, from 3<sup>rd</sup> street near the telephone company to two near the water tank and the one on 7<sup>th</sup> street. We met with RESPEC Engineering from DOLA on January 19<sup>th</sup> to look at our water project. He reminded the Board about the Colorado Rural Water Conference on March 18<sup>th</sup>-20<sup>th</sup> which he and Tysh will attend. We met with Vision Metering Systems to discuss water and electric metering options. The Town has been working with Holly School to replace lights in the north parking lot. Trustee Melcher interjected information on the airport usage and that there is one hanger available if anyone needs it. Argie Thrall is currently paying for the use of the space. **Clerk/Treasurer's Report.** December Financials were presented along with viewing all current account balances, no questions were asked. The Clerk/Treasurer presented the police/court and budgeting status reports for January. The Clerk updated the Board with the status of the USDA financial requests. Currently they are waiting for the federal government to pass the budget; then they will proceed. I contacted Nick at Element Engineering requesting him to look into financial offers available through the Department of Local Affairs and Colorado Department of Public Health and Environment. Election status reported with one mayoral nominee petition and two trustee petitions returned. Colorado Department of Revenue has approved our Ordinance as of January 31<sup>st</sup> to put referendum 2A on the ballot for a one percent sales tax increase. Discussed old ordinances and their terms needing some updating and the decision was to follow the Court Judge's direction. There was a discussion on the Town of Holly being debruced. Flint Timmins from Department of Local Affairs provided and updated on the

Holly Community Complex new scope status. **Library Report.** There were 96 patrons, with 70 checkouts and 4 computer usages. Trustee Swisher motioned to approve the reports as given. Seconded by Trustee Ice. Motion carried 5-0.

**Old or Unfinished Business.** None.

**New Business.** **Ordinance No. 555 – AN ORDINANCE AMENDING TOWN OF HOLLY ORDINANCE NO. 339 PERTAINING TO CANCELLATION OF THE TOWN OF HOLLY ELECTIONS IN THE EVENT THERE ARE NOT MORE CANDIDATES THAN POSITIONS TO BE FILLED AND TO PROVIDE FOR WRITE-IN CANDIDATES.** Trustee Ice motioned to approve Ordinance No. 555 Amending Town of Holly Ordinance No. 339 Pertaining to Cancellation of the Town of Holly Elections in the Event there are not more Candidates than Positions to be Filled and to Provide for Write-in Candidates. Seconded by Trustee Swisher. Motion carried 5-0. **Ordinance No. 556 – AN ORDINANCE AMENDING TOWN OF HOLLY ORDINANCE NO. 553 LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2023 TO DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF HOLLY, PROWERS COUNTY, COLORADO FOR THE 2024 BUDGET YEAR.** Trustee Swisher motioned to approve Ordinance No. 556 – An Ordinance Amending Town of Holly Ordinance No. 553 Levying General Property Taxes for the Year 2023 to Defray the Costs of Government for the Town of Holly, Prowers County, Colorado for the 2024 Budget Year. Seconded by Trustee Swisher. Motion carried 5-0. **Approve VALE (Victim Assistance and Law Enforcement) Board – New Member Requests Kathy Leathers, Dan Tefertiller, Amy Nelson.** Trustee Rushton motioned to approve Kathy Leathers for the VALE Board. Seconded by Trustee Kissell. Motion carried 5-0. Trustee Rushton motioned to approve Dan Tefertiller for the VALE Board. Seconded by Trustee Kissell. Motion carried 5-0. Trustee Ice motioned to approve Amy Nelson for the VALE Board. Seconded by Trustee Kissell. Motion carried 5-0. **Approve Holly Housing Authority Appointments (from HHA minutes of 6/8/2023) Mavis Brian – another 5-year term extending to 6/30/2028 and Marilyn Phillips – another 5-year term extending to 6/30/2028.** Motion to approve Mavis Brian for another 5-year term extending to 6/30/2028 by Trustee Ice. Seconded by Trustee Melcher. Motion carried 5-0. Motion to approve Marilyn Phillips for another 5-year term extending to 6/30/2028 by Trustee Rushton. Seconded by Trustee Swisher. Motion carried 5-0. **Approve Town Policy No. 41 – Lockout/Tagout Policy Regarding Safe Servicing and Maintenance of Machines and Equipment.** Motion was made to approve Town Policy No. 41 – Lockout/Tagout Policy Regarding Safe Servicing and Maintenance of Machines and Equipment by Trustee Swisher. Seconded by Trustee Melcher. Motion carried 5-0. **Approve Town Policy No. 42 – Trenching Safety Policy.** Motion to approve Town Policy No. 42 – Trenching Safety Policy made by Trustee Swisher. Seconded by Trustee Melcher. Motion carried 5-0. **Approve Town Policy No. 43 – Confined Space Safety Policy.** Motion to approve Town Policy No. 43 - Confined Space Safety Policy made by Trustee Swisher. Seconded by Trustee Melcher. Motion carried 5-0.

**Executive Session Personnel According to C.R.S. 24-6-402 (4).** Motion was made at 7:16 pm to move into executive session by Trustee Rushton. Seconded by Trustee Kissell. Motion carried 5-0. A motion was made at 8:39 pm to adjourn from executive session and return to the regular Board of Trustees meeting by Trustee Rushton. Seconded by Trustee Kissell. Motion carried 5-0.

**Adjournment.** Trustee Ice motioned to adjourn. Seconded by Trustee Swisher. Motion carried 5-0 at 8:42 p.m.

/s/ Larry Sitts, Mayor

ATTEST:

/s/ Cynthia S. Humrich, Clerk/Treasurer