

January 3, 2024

Present: Mayor: Larry Sitts  
Trustees: Vance Brian  
Blaine Ice  
Calvin Melcher  
Bill Kissell  
Rod Swisher  
Casey Rushton

Austin Hazen Holly Fire Chief  
Michael Yerman My Rural Planner  
Stephanie Gonzales SECED  
Tom Grasmick Prowers County Commissioner  
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, gave the Pledge of Allegiance.

**Additions to the Agenda.** None

**Minutes, December 13, 2023, Regular Board Meeting Minutes and December 21, 2023 Special Board Meeting Minutes.** Trustee Swisher motioned to approve the December 13, 2023 Regular Board Meeting Minutes and December 21, 2023 Special Board Meeting Minutes as presented. Seconded by Trustee Ice. Motion carried 6-0.

**Approval of Current Bills subject to final approval of the Finance Committee meeting on Friday, January 12, 2024.** Trustee Swisher motioned to approve the current bills as approved by the finance committee on Friday, January 12, 2024. Seconded by Trustee Melcher. Motion carried 6-0.

**Notices and Communications.** None

**Public Appearances Michael Yerman from My Rural Planner, Stephanie Gonzales from SECED, and Tom Grasmick from Prowers County Commissioners.** Michael gave an update on the new housing project that involves six counties, twenty-six communities that stems from voter approval of Proposition 123 in 2022. The newly developed housing authority will be completing all EPA studies and finalizing all plans to move this project forward in 2024. There will be available homeowner loan financing options with required prequalification, and possible contractor financing options. The plan is to utilize a 2 to 3 bedroom, 1200 to 1300 square foot design, on qualifying land, and town infrastructure. All projects will start at the municipal level for approval.

**Reports. Police Report.** Chief Dougherty presented to the Board his updated November police report and the uncompleted December report. He commented on there being 20 service calls and a misdemeanor arrest and several citations. Chief Dougherty gave a brief statement on the number of hours each person had put in for December and monetary values for the month. **Administrator Report.** Administrator Holland has been working on the lead and copper survey, the CDPHE project which must be completed by October of 2024, no bids use a grant through CDPHE. He is still waiting on the parts to be able to finish the repairs to the lines south of Holly by the airport. On January 10<sup>th</sup>, Doug, the engineer with DOLA, will be here to take a second look at our water project. Tysh and Randy are enrolled for the water conference in March. The administrator is continuing to work on the CIRSA audit list as time permits. The Christmas lights are all taken down and put away. Administrator Holland is working to get bids on sewer pipe repairs for relays and the manhole on Highway 50; a portion of this cost will come from an NEU grant. He reminded the Board of the upcoming ARPA meeting.

Discussion ensued on the Holly Community Complex and the Vac Truck in Granada. **Clerk/Treasurer's Report.** November Financials were presented along with viewing all account balances; no questions were asked. The Clerk/Treasurer presented the police/court and budgeting status reports for December. The Clerk updated the Board with the status of the USDA financial requests, currently for the water funds to be specified. The 2024 election deadlines were presented and the nominee packets are available. The Board of Trustees evaluated the letter from the Town of Holly to Governor Polis regarding the request to decrease our mill levy. The Board agreed with the letter, and all signed the document prior to sending it out. **Library Report.** There were 129 patrons, with 88 checkouts and 4 computer usages. Trustee Melcher motioned to approve the reports as given. Seconded by Trustee Brian. Motion carried 6-0.

**Old or Unfinished Business. Ordinance No. 554 – A Referred Ordinance of the Town of Holly, Colorado Providing for an Increase in Sales Tax of One Percent; Setting the Ballot Title and Ballot Question Regarding Approval of This Ordinance at a Coordinated Election to be Held April 2, 2024; Providing the Effective Date of This Ordinance; and Setting Forth Details in Relation Thereto (second reading).** Reading of Ordinance No. 554 and if there were any questions, none. Trustee Ice made the motion to approve Ordinance No. 554 Sales Tax Increase by One Percent. Seconded by Trustee Melcher. Motion carried 6-0.

**New Business. Appointments: Town Clerk/Treasurer – Cynthia S. Humrich, Town Attorney – Phil Malouff, Municipal Judge – Kim Verhoeff, Finance Committee – Larry Sitts, Vance Brian, and Blaine Ice.** Trustee Swisher motioned to approve the appointments of the Town Clerk/Treasurer, the Town Attorney, the Municipal Judge, and the Finance Committee. Seconded by Trustee Rushton. Motion carried 6-0. **Resolution 2024-1 – A Resolution of the Town of Holly, Colorado Designating the Official Public Notice Location and the Official Newspaper of General Circulation.** Discussion on where our publications are presented. Trustee Brian motioned to approve Resolution 2024-1 – A Resolution of the Town of Holly, Colorado Designating the Official Public Notice Location and the Official Newspaper of General Circulation. Seconded by Trustee Swisher. Motion carried 6-0. **Resolution 2024-2 – A Resolution Authorizing the Town Clerk to Appoint Election Judges for the Town of Holly Regular Municipal Elections to be Held the First Tuesday of April Each Even-Numbered Year and Establishing a Rate of Pay.** Brief discussion on time frame and process. Trustee Brian motioned to approve Resolution 2024-2 – A Resolution Authorizing the Town Clerk to Appoint Election Judges for the Town of Holly Regular Municipal Elections to be Held the First Tuesday in Each Even-Numbered Year and Establishing a Rate of Pay. Seconded by Trustee Swisher. Motion carried 6-0.

**Miscellaneous.** Question was asked regarding junk vehicles along the Town of Holly streets and yards. Discussion ensued. We will be looking up this ordinance and into some of the concerns.

**Adjournment.** Trustee Brian motioned to adjourn. Seconded by Trustee Swisher. Motion carried 6-0 at 8:37 p.m.

/s/ Larry Sitts, Mayor

ATTEST:

/s/ Cynthia S. Humrich, Clerk/Treasurer