

January 5, 2022

Present:

Mayor:

Calvin Melcher

Trustees:

Jacob Holdren

Zach Davis

Rod Swisher

Blaine Ice

Casey Rushton

Cassandra Heck Librarian
Chris Kirmer Public Works Coordinator
Michael Tanner Town Administrator
Megan Jara Town Clerk/Treasurer

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

Additions to the Agenda. None.

Minutes, December 1, 2021 Regular Board Meeting Minutes. Trustee Rushton motioned to approve the minutes of the December 1, 2021 Regular Board Meeting. Seconded by Trustee Davis. Motion carried 5-0.

Approval of Current Bills. Trustee Holdren motioned to approve current bills subject to review of the Finance Committee on January 12, 2022 at 8:30 a.m. Seconded by Trustee Ice. Motion carried 5-0.

Notices and Communications. None.

Public Appearances. None.

Reports. **Police Commissioner Report.** Report was available for review. **Crew Report.** Michael Tanner read the report: electric work from December 15th windstorm, several service wires replaced, replaced 1-30ft service pole, replaced 1-40ft corner pole supporting the main line, generated power from about 1:00 p.m. on December 15th to 7:15 p.m. on December 16th, new grate installed at the sewer lift station, completing electric, water, and sewer inventory. **Administrator Report.** Administrator Tanner thanked Larry Sitts, Rod Swisher, Calvin Melcher for keeping the generator up providing power for the residents, others who helped, and the crew for putting in long hours to restore service. Larry Sitts, the main generator operator is training Rod Swisher the generating duties, to have a back-up generator operator if Sitts is not available. We received \$30,000 reimbursement from USDA SEARCH Grant from the expenses of the Transfer Station Preliminary Engineering Report (PER). Staff sought a motion to appropriate the USDA reimbursement to a project/dept of the board's choosing. Trustee Holdren motioned to allocate the \$30,000 reimbursement toward landfill closure. Seconded by Trustee Ice. Motioned carried 5-0. The Town is required to contract or employ an individual as the "water operator" who must hold the required level of water and wastewater licenses to remain in compliance with the State. Rick Jones holds water and wastewater licenses we need for operation of the water system, and he is willing to participate as the Town of Holly water operator until those needed licenses are attained by in-house employees. **Clerk/Treasurer's Report.** October's financials were presented. The library fund/company was transferred through general fund/company for 2021 operations. The 2022 budget represents the same by adding library line items to the general fund and the library fund page will phase out. **Library Report.** November's count of patron visits and checked out material was available, Librarian Heck reported everything was going well. Santa was at the library for the Christmas Parade of Lights event. **Planning Commission Report – No New Business.** Trustee Swisher motioned to approve all reports as given. Trustee Rushton seconded. Motion carried 5-0.

Old or Unfinished Business. None.

New Business. Resolution 2022-1 – A Resolution of the Town of Holly, Colorado Designating the Official Public Notice Location and the Official Newspaper of General Circulation. Trustee Holdren motioned to approve Resolution 2022-1 regarding the designation of the public notice locations and newspaper of general circulation. Seconded by Trustee Swisher. Motion carried 5-0.

Appointments: Town Attorney – Phil Malouff, Municipal Judge – Kim Verhoeff, Town Marshall – Sheriff Zordel, Finance Committee – Calvin Melcher, Vance Brian, Blaine Ice. Trustee Swisher motioned to approve the appointments as listed. Seconded by Trustee Davis. Motion carried 5-0. **Back-up Generator Operator – Rod Swisher.** The conflict of interest was recognized; Rod Swisher is a Trustee and the involvement in generator operation places him as an employee. Rod Swisher's qualification for the generation operation outweighs the conflict of interest; he will abstain from voting on employee wages and generator repair matters. Trustee Holdren motioned to approve Rod Swisher as back-up generator operator. Seconded by Trustee Rushton. Motion carried 4-0. Trustee Swisher abstained. Trustee Holdren motioned to approve Rod Swisher as an employee due to the duties of back-up generator operator. Seconded by Trustee Ice. Motion carried 4-0. Trustee Swisher abstained.

Ordinance No. 545 – An Ordinance Relating to the Imposition of Current Water and Sewer User Fees Fixing Assessments for the Use Thereof and Providing for the Collection Thereof; Superseding Ordinance No. 470 (First Reading). Trustee Holdren motioned to approve the first reading of Ordinance No. 545 regarding water and sewer user fees. Seconded by Trustee Ice. Motion carried 5-0. **Ordinance No. 546 – An Ordinance Providing for the Collection of an Infrastructure Fee Relating to the Water, Sewer and Electric Expenses Associated with Capital Improvements and Maintenance of These Facilities of the Town of Holly, Colorado (First Reading).** Trustee Holdren motioned to approve the first reading of Ordinance No. 546 regarding the collection of an infrastructure fee relating to water, sewer, and electric expenses associated with capital improvements. Seconded by Trustee Davis. Motion carried 5-0. **Approval of Water and Wastewater Operator – Rick Jones.** Trustee Holdren motioned approve Rick Jones as the licensed water and wastewater operator for the Town of Holly. Seconded by Trustee Ice. Motion carried 5-0.

Executive Session. Trustee Rushton motioned at 8:08 p.m. to enter Executive Session according to C.R.S. 24-6-402 (4)(e) Negotiations, seconded by Trustee Swisher. Motion carried 5-0. Trustee Swisher motioned to exit Executive Session at 8:44 p.m., seconded by Trustee Davis. Motion carried 5-0.

Adjournment. Trustee Rushton motioned to adjourn at 8:44 p.m.

/s/ Calvin J. Melcher, Mayor

ATTEST:

/s/ Megan Jara, Clerk/Treasurer