

December 5, 2007

Present: Mayor: Jerry Smith
Trustees: Viola Melcher
Jill Briggs
Anthony Garcia
David Crossland

Marsha Willhite Town Administrator
Vance Brian Field Services Supervisor
Emily Williamson Interim Clerk-Treasurer
Donald Starbuck Project Manager
Lee Merkel Department of Local Affairs
Merlin Rushton Holly Resident

Mayor Jerry Smith presided over the regular meeting of the Holly Board of Trustees on the above date at 7:00 p.m. Roll was called; Mary Reinert and Frank Vazquez were absent. All present gave the Pledge of Allegiance.

Addition(s) to the Agenda. None.

Minutes, November 7, 2007 Regular Board Meeting. Tony Garcia motioned to approve the minutes of the November 7, 2007 Regular Board Meeting. Viola Melcher seconded the motion and it carried 4-0.

Approval of current bills, subject to final approval of the Finance Committee, scheduled to meet on Tuesday, December 11, 2007. David Crossland motioned for the Finance Committee to meet on Tuesday, December 11, 2007 to approve the current bills, seconded by Jill Briggs. Motion carried 4-0.

Notices and Communications. None.

Public Appearances. Lee Merkel with the Department of Local Affairs offers his assistance to Holly as the Town goes through recovery from the tornado. Marsha Willhite and Emily Williamson will provide figures regarding the progression of existing projects so that Lee can evaluate grant status. The tornado has developed into an opportunity to improve the town via grant funding. The backhoe grant is finalized and the purchase can be made. There is grant money available for another Administrative Assistant for Marsha if it is needed. **Town of Holly Field Services Employees.** Vance Brian expressed concern over compensation for the outside crew. He has experienced personnel in welding, tree trimming, mechanics, and plumbing; there is a willingness to work within the electric department. They exercise teamwork by doing extra work and performing it well for the residents of Holly. Trustee Garcia inquired as to a figure indicating a percentage of raise. Donald Starbuck mentioned that information on wages for different skills and job requirements in other towns with similar population is available and the board members can investigate the data. Lee Merkel suggested that a committee be formed to evaluate wage information and merit-based evaluations. Following discussion, a Compensation Committee was formed; members chosen include Marsha Willhite, Vance Brian, Viola Melcher and Jerry Smith. **Merlin Rushton,** Holly School Board Member, mentioned that electrical surges at the school have caused the loss of several thermostats within the past month. An investigation will be performed.

Reports. **Commissioner Report.** Written report handed to board members. No discussion.

Project Manager Report. Don Starbuck is still awaiting a reply from the Corps of Engineers regarding the walking trail. South Gateway Park developments will include repair of the shelter, assessment and cost of a new sprinkler system, the addition of two new benches, swings and a merry-go-round. Mr. Starbuck met with Carrigan Excavating to discuss the water restoration project including change orders. Concrete work will begin next week. Water meters will be ordered and possibly installed in early February. Signage for the RV camp sites by the McCormick Ballpark has arrived. **Crew Report.** Electricity. Lamar Light and Power connected 8th and Santa Fe and 6th and Santa Fe tie-ins to the north substation. All Town of Holly aerial trucks passed inspections. Christmas lights have been hung. The Board commented that the Christmas tree is very attractive. Mr. Brian performed roof inspections at the light plant and generator building; he applied expanding foam in the gaps. Now that winter weather has arrived, the dump trucks will no longer be available for individual use. Electrical connections for the Viaero tower are to be installed this month. Holly electric employees will install poles and hardware on the east side of North Gateway Park and Lamar Light and Power will hang the

transmission line to tie the East Circuit from the light plant in with the North Substation for alternate generating purposes. It is hoped the line will be temporary in nature and will be placed underground when the north park is rebuilt. **Holly Recovery Task Force Report.** Four homes are vacant at the FEMA trailer site. Food boxes are planned for delivery around December 21st. **Administrator's Report.** Marsha was invited to meet in workshop with the local school board for the purpose of discussing upcoming project partnerships. Discussion centered on the possibility of moving the tennis courts from the present location to a site closer to the old gymnasium. Both parties agree this would perpetuate heavier use of the facility and will be a favorable partnership between the two primary recreation providers in the community. ARPA has announced that rates can be expected to be higher. Contracts under which ARPA was purchasing power came to a close at the end of October. New contracts with Municipal Energy Association of Nebraska (MEAN) are based on peak usage; if ARPA's demand peaks with MEAN's peak, higher costs per kWh will be incurred. It is expected that the current contracts will be in place until ARPA's repowering project is completed. The Operating Committee of the ARPA Board is in the process of determining a new wholesale rate structure for member cities and towns; it will be necessary for Holly to also adjust its rate structure as the new structure will most likely follow a demand approach. The Preliminary Engineering Report for the water project on Highway 50 between 6th and 10th Streets has been submitted to Colorado Water Control Division; the project loan application is due no later than January. Marsha requested vacation days off at end of month. **Clerk/Treasurer Report.** Financials were presented. A year's end appropriation meeting date is to be announced. Jill Briggs motioned to approve the reports as given, seconded by David Crossland. Motion carried 4-0.

Unfinished Business. No unfinished business.

Executive Session. At 10:10 David Crossland motioned for the Board to go into Executive Session according to C.R.S. 24-6-402 (4) (e) Negotiations, seconded by Jill Briggs; motion carried 4-0. Mayor Jerry Smith brought the regular meeting back into session at 10:42 p.m.

New Business. Employee Christmas Gifts. David Crossland motioned to present each Town of Holly employee with \$50 Holly Bucks and \$25 cash. Viola Melcher seconded the motion and motion passed 4-0.

Miscellaneous. The first anniversary of the tornado disaster is approaching. Possibly a community function could be planned. Anthony Garcia will ask Cherie Willhite if she would be interested in assembling a planning committee.

Adjournment. The regular meeting was adjourned at 11:07 p.m.

Jerry Smith, Mayor

ATTEST:

Emily Williamson, Interim Clerk/Treasurer

December 28, 2007

Present: Mayor: Jerry Smith
Trustees: Mary Reinert
Viola Melcher
Jill Briggs
David Crossland

Marsha Willhite Town Administrator

Mayor Jerry Smith presided over the posted Special Meeting of the Holly Board of Trustees on the above date at 6:00 p.m. Roll was called; Frank Vazquez and Anthony Garcia were absent. All present gave the Pledge of Allegiance.

Additions to the Agenda. Trustee Briggs requested the addition of the Senior Center donation; Mayor Smith requested the addition of individuals to serve on the Police Commissioner Board.

New Business. **Select Additional First Provider – 2nd Medical Provider as Required by Colorado Worker’s Compensation Law.** A new provision under Colorado Worker’s Compensation Law requires that an additional first medical coverage provider within a 30 mile radius must be designated. Dr. Sonia Seufer is the Town’s current first provider. David Crossland motioned to retain Dr. Seufer as the first provider and designate High Plains Community Health Center as the additional first provider. Jill Briggs seconded and motion carried 4-0. **Ordinance No. 447 – Ordinance to Appropriate Sums of Money.** David motioned to approve Ordinance No. 447; Viola Melcher seconded. Motion carried 4-0. **Ordinance No. 448 – Ordinance to Set Mill Levies.** Jill Briggs motioned to approve Ordinance No. 448; Mary Reinert seconded. Motion carried 4-0. **Ordinance No. 449 – An Ordinance Appropriating Additional Sums of Money to Defray Expenses in Excess of Amounts Budgeted in the Utility Fund for the Town of Holly, Colorado for the Year 2007.** Viola Melcher motioned to accept Ordinance No. 449; David Crossland seconded. Motion carried 4-0. **Senior Center Donation.** Trustee Briggs asked that the Town of Holly donations to the Senior Center be considered on an annual basis. This item was tabled until the January 2, 2008 meeting. **Police Commissioner Board.** Mayor Smith announced that two individuals are needed to serve on the Police Commissioner Board. Viola Melcher and Jill Briggs were appointed to complete the term of this board.

Adjournment. The special meeting was adjourned at 6:35 p.m.

Jerry Smith, Mayor

ATTEST:

Candace Plummer, Interim Recorder