

February 7, 2007

Present:

Mayor:

Albert Crum

Trustees:

Mary Reinert

Jerry Smith

Anna Lee Crum

Jill Briggs

Anthony Garcia

David Crossland

Marsha Willhite

Town Administrator

Vance Brian

Field Supervisor

Teresa Neugebauer

Town Clerk/Treasurer

Mayor Albert Crum presided over the regular meeting of the Holly Board of Trustees on the above date at 6:55 p.m. Roll was called, no one was absent. All present gave the Pledge of Allegiance.

Addition(s) to the Agenda. None.

Minutes, January 3, 2007 Regular Board Meeting. Jerry Smith motioned to approve the minutes of January 3, 2007 regular Board meeting, seconded by Mary Reinert. Motion carried 6-0.

Approval of current bills, subject to final approval of the Finance Committee, scheduled to meet Tuesday, February 13, 2007. David Crossland motioned for Finance Committee to meet on February 13, 2007 to approve the current bills, seconded by Jill Briggs. Motion carried 6-0.

Notices and Communications. The family of Thelma Williams thanked the Town crew for assistance with snow removal in order to proceed with Mrs. Williams funeral. The First Baptist Church also thanked the Town crew for the snow removal for Mrs. Williams funeral. Billy and Mary Godden thanked the Town crew for the hours spent on snow removal in the town. Eugene and Lee Birt of the Nazarene Church thanked the Town crew for removing a tree branch which was on the roof of the church after the January storm. Holly Historical Society thanked the Board of Trustees for allowing them to have decorations in front of the Depot for Christmas and also expressed their appreciation for allowing them to use Board Chambers for their meetings.

Public Appearances. None

Reports. **Police Commissioner.** None. **Crew Report.** **Ran Generators on January 1st and 2nd.** **Repaired transmission lines to sewer lift and Claude Cathcart residence. Flushed and rodded sewer main from Co-op to lift station.** A piece of firewood was found in the line. **Plowed snow and sanded.** **Delivered extra dumpsters to Holly Nursing Care Center and Gateway. Received new Wheel Loader and went through orientation with the CAT representatives. Dug out and arranged surplus dumpsters for public use at water tower. Responded to numerous service calls. Repairs were made to the backhoe. Repaired frozen water lines. Assisted CDOT with snow removal on Hwy 50.** **Administrator's Report.** **FEMA Kick-off Meeting.** Marsha and Teri met with a FEMA representative for the kick off meeting which is the second phase of the process. The next phase will be the closeout phase. **Rate and Revenue.** **Employee Performance Evaluations.** Marsha previously received a directive to research performance evaluations for employees. She shared some examples of evaluations with the Board. **Trail Grant Status.** The Trail Grant application is in the top four. **UOM School.** There will not be UOM School this February due to the weather conditions. Took delivery on the **ARPA Generator.** **Landfill Audit.** Marsha has been unable to measure the landfill due to the weather conditions. Marsha requested some time off to attend the birth of her grandson. **Clerk/Treasurer Report.** The **Town of Holly Utility Fund** and **General Fund financials** include figures through

December, 2006. These will not be the final financial statements as the audit will produce changes to these reports. Teresa reviewed 2006 expenses and income with the Board for both funds. Teresa stated the new program is running well. She printed the January 2007 billing out of the new program. **Library Report.** Nola Mae Ice submitted the 2006 Library Report to the Board of Trustees. David Crossland motioned to approve all reports as given, seconded by Jill Briggs. Motion carried 6-0.

Old or Unfinished Business. Roy Romer signage. David Crossland motioned to approve the quote from the state regarding two signs, seconded by Mary Reinert. Motion carried 6-0.

New Business. Street Names and number assignments. Teresa stated the Clerk and Recorder for Prowers County needs the premises served by newly named roads to be numbered. This also must be done for emergency services. Addresses are proposed as follows: 100 – 104 and 106 Hughes Court, 201 West Park Street, 732 ½ West Colorado will change to 730 Old Heck Alley, Jerry Smith’s storage units will be 1000 Smith Alley and the Depot will be 100 Tony Garcia Drive. Jill Briggs motioned to approve the proposed address numbers, seconded by David Crossland. Motion carried 6-0. **Approve Emergency Temporary Hires.** David Crossland motioned to approve the Emergency Temporary Hire of Gaylon Visage and Matthew Gray, seconded by Jill Briggs. Motion carried 5-1. **Main Street Project – Engineering.** Amanda Atencio, formerly with JDS-Hydro, contacted Marsha regarding the opportunity to engineer the Main Street Project. The Board would like Ms. Atencio to be included when the Town solicits for RFP’s for the project. **Leave of Absence.** B.J. Hughes has requested a four month leave of absence pending an opportunity to go to Alaska. David Crossland motioned to approve a four month leave of absence for B.J. Hughes, seconded by Mary Reinert. Motion carried 6-0. **Town of Holly Rules and Regulations – Emergency Contingencies.** Section 4 under sheet 9 the language should be changed to state “in case of an emergency the Town employees may circumvent.” Jill Briggs motioned to approve the language and add “regarding bypassing the meter loop to restore services in the case of an emergency”, seconded by Jerry Smith. Motion carried 6-0. **At 8:15 pm David Crossland motioned for the Board to go into Executive Session according to C.R.S. § 24-6-402(4)(e) – Negotiations and C.R.S. § 24-6-102(4)(b) – Personnel, seconded by Jill Briggs. Motion carried 6-0. Mayor Albert Crum brought the regular meeting back into session at 8:43 pm.** Jill Briggs motioned to award a \$2 per hour raise to Larry Sitts and the Board would address an additional \$1 raise at a later time, seconded by David Crossland. Motion carried 4-2.

Miscellaneous. None.

Adjournment. David Crossland motioned to adjourn the meeting at 8:47 pm.

Albert C. Crum, Mayor

ATTEST:

Teresa Neugebauer, Town Clerk Treasurer