

June 6, 2007

Present:

Mayor:

Albert Crum

Trustees:

Mary Reinert

Jerry Smith

Jill Briggs

Anthony Garcia

David Crossland

Marsha Willhite	Town Administrator
Vance Brian	Field Services Supervisor
Emily Williamson	Bookkeeper
Teresa Neugebauer	Former Town Clerk/Treasurer
Gary Woodward	Auditor
Judy Heath	Trackside Bar, Owner
Bruce Roup	Holly Resident

Mayor Albert Crum presided over the regular meeting of the Holly Board of Trustees on the above date at 7:00 p.m. Roll was called; Anna Lee Crum was absent. All present gave the Pledge of Allegiance.

Addition(s) to the Agenda. Marsha Willhite had 2 additions to the agenda: New Business L. Trackside Liquor License and M. Siren Replacement, and Miscellaneous. A. Tree Trimming Bid and B. Pickup Replacement.

Minutes, May 2, 2007 Regular Board Meeting and May 15, 2007 Special Meeting: Jill Briggs moved to approve the minutes contingent upon one correction: May 15, 2007 Special Meeting: New Business E. Approve Hiring i. Mayor Crum seconded – should be stricken as the mayor did not second. Anthony Garcia seconded Jill’s motion. Two Trustees were absent at the May 15 meeting and could not approve this motion so it carried 4-0.

Approval of current bills, subject to final approval of the Finance Committee, scheduled to meet Thursday, June 14, 2007. David Crossland mentioned that he will be absent; Anthony Garcia will take his place. Jerry Smith motioned for Finance Committee to meet on June 14, 2007 to approve the current bills, seconded by Jill Briggs. Motion carried 5-0.

Notices and Communications. Marsha Willhite received a letter from CDOT in Lamar. A second gate will be installed at the maintenance yard on East Cheyenne. To accommodate drainage, the entrance will be graded and a pan installed instead of a tube.

Public Appearances. Teresa Neugebauer, former Town Clerk/Treasurer administered the oath of office to Emily Williamson, Bookkeeper. She was sworn in as the Town’s Interim Town Clerk/Treasurer. Gary Woodward, CPA, presented the Audit Report of 2006 Financial Statements. Marsha Willhite asked him to reiterate to the board the procedure for re-establishing the Emergency Reserve fund should it be diminished in 2007. Mr. Woodward responded that the Emergency Reserve equals \$66,800 which has to be replaced if used, although he does not recall the statute requirement. The Town must retain 3% of prior year expenditures; or \$11,000 by the end of 2007. These parameters can be defined following the budget process. Anthony Garcia moved to accept the Audit Report, seconded by Mary Reinert. Motion carried 5-0.

Reports. Police Commissioner. Report handed to board members; no questions or comments. **Crew Report.** Picked up downed power poles and wire. Put in sewer and water taps at Hughes Court in preparation for FEMA trailers. Asphalt was applied at Main Street, 11th Street, Park Street, 8th and Park, North and South 6th Street. Swimming Pool was filled and ready. The Crew assisted Lamar Light and Power with new power lines. Spread crusher fines at Ballpark. The big bucket truck was taken to Lamar for a new motor. The digger truck will be repaired in-house after parts arrive. Some street lights are being installed as time allows. **Holly Recovery Task Force Report.** The lease with Hefleys/Weimers has been received and will be finalized. The FEMA trailers will be cleaned and ready for occupancy within the week. **Administrator’s Report. Impact to Revenues Related to Tornado Impact.** Marsha Willhite believes that the Town will maintain taking into consideration loss of property valuations. The overall sense is that we should be able to recover over time, however, the loss of revenue from utility income is covered by the town’s insurance policy and will be forthcoming on a month-to-month imbursement. **Chip/Seal Project.** Town budget provides for one mile of chip seal every year. Marsha Willhite asked the board if this project should be set aside in favor of asphalt coverage which is needed in critical areas. The board directed her to forego chip seal in favor of asphalt overlay. **Utility Service Inspection.** Utility Service Company typically inspects the Town water tower annually in May and performs maintenance. Marsha requested that CIRSA send a structural engineer to assess the tower in tandem with the USC inspection. The tower was deemed to

be structurally safe following the tornado. Exterior painting and recoat of the tank interior will be scheduled for next year. In addition, safety devices will be added to the ladders, which is included in our contract amount. **Invitation to Bid-US Highway 50 Utility Crossings Bid Opening June 15, 2007-2:00 p.m.** The bidding for this service will end on June 15, 2007. The Town Clerk will furnish a Bid List for interested bidders on behalf of Atencio Engineering, Inc. **Marsha Vacation: June 15-19.** Marsha Willhite requested vacation from June 15-19 and a personal day on June 29. Following discussion, it was decided to grant her the time off without applying it towards vacation. **Clerk/Treasurer Report.** Emily Williamson presented the financials. Tony Garcia motioned to approve the reports as given, seconded by Jill. Motion carried 5-0.

Old or Unfinished Business. None.

New Business. Jill Briggs motioned to discuss B) Approve Laborer Hire-Dale Corbin, Jr., C) Approve Seasonal Part-Time Hires, and D) Appoint Advisory Committee to State Design Team prior to A) Intergovernmental Agreement – City of Lamar, Town of Holly – Services of Building Enforcement. Mary Reinert seconded. Motion carried 5-0. Bruce Roup interjected that he would not be in favor of Building Code Enforcement because it is too stressful on residents having to rebuild following the tornado. Anthony Garcia commented that he did not have sufficient time to review the building code ordinances; he motioned to table same until the next meeting. Jill seconded. Motion carried 5-0. **Approve Laborer Hire-Dale Corbin, Jr.** Marsha hired Dale Corbin, Jr. as a full-time laborer. Anthony Garcia motioned to approve the hiring of Dale Corbin, Jr., seconded by Jerry Smith. Motion carried 5-0. **Approve Seasonal Part-Time Hires.** David Crossland motioned to approve the hire of seasonal employees as follows: Emily Schenck, Guard-Assistant Manager, Raelyn Nordyke, Jenna Reinert, Jessie Sigala, Tyson Thrall, Damian Vigil, Jessie Weigum, and Leslie Zuege. Motion seconded by Anthony Garcia. Motion carried 5-0. **Appoint Advisory Committee to State Design Team.** The Board of Trustees composed a list of individuals who would be beneficial to the services of this committee. Anthony Garcia motioned to have Marsha contact names from the list to arrive at 6 willing to serve on the Advisory Committee. David seconded. Motion carried 5-0. **Trackside Bar.** Emily Williamson stated that all paperwork is in order for renewal of license. Jill Briggs made a motion to approve renewal of the liquor license for Trackside Bar, seconded by Anthony Garcia. Motion carried 4-0 with one abstention. **Siren Replacement.** Larry Sitts, Civil Defense, presented information and bids on emergency sirens. The Town will receive a grant to replace the siren destroyed by the tornado and upgrade the system. Discussion ensued regarding different models, features, performance and prices. The Board directed Larry to obtain a bid for a Whelen unit which includes installation as soon as possible. An emergency meeting will be called upon receipt of these quotes.

Miscellaneous. Tree Trimming Bid. Marsha has been in contact with the state for approval to cover the cost of tree trimming at Gateway Park. The project was approved and will be reimbursed through state funds. She received two bids. One bid would bring a crew and charge \$46,800 but cannot perform the job until August. The other bid, from Larry Crum, was \$2,000 for the south end and \$6,000 for the north and would include hauling. Jerry Smith made a motion to have Larry Crum trim trees for \$8,000 with a commitment to a completion date. Jerry amended his motion to include the specific completion date of August 1, 2007. David Crossland seconded. Motion carried 5-0. **Pickup Replacement.** One of the Town's pickups was totaled by the tornado; CIRSA paid approximately \$4,000 for the loss. Following discussion, Anthony Garcia made a motion to add Recovery Fund money to the loss recovery and purchase a newer model pickup for Vance Brian. David Crossland seconded the motion. Motion carried 5-0.

Adjournment. The regular meeting was adjourned at 10:28 p.m.

Albert C. Crum, Mayor

ATTEST:

Candace Plummer, Interim Recorder