

May 2, 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
Paul Kinash Viaero
Steve Bernia Colorado Division of Housing
JoAnn Padia-Sisenstien Town Citizen

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, no one was absent. All present gave the Pledge of Allegiance.

Additions to the Agenda: None.

Minutes, April 4, 2007 Regular Board Meeting: Jill Briggs motioned to approve the minutes of April 4, 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 Friday, May 11, 2007. Jill Briggs motioned for Finance Committee to meet on May 11, 2007 to approve the current bills, seconded by David Crossland. Motion carried 6-0.

Notices and Communications: Many letters of encouragement as well as donations were received from other cities, towns, organizations, and individuals following the tornado disaster. Letters were read aloud from Carol and David McCoy; the Reinert family; Hayden Church of Hayden, Colorado; Brother William A. Brown, Pueblo, Colorado; Ken Salazar, United States Senator; The Church Without Walls; Town of Granby; Town of Elizabeth; City of La Junta; Town of Swink; Loaf N Jug of Lamar; City of Cripple Creek; McClave Water Association; Town of Hotchkiss; Town of Hayden; City of Fort Lupton; Cody and Kelli Hess; COSMO Space of America; and Manuel and Elenor Greensberg.

Public Appearances: **Paul Kinash** appeared on behalf of Viaero regarding the placement of a cellular tower within the Holly town limits. He requested the Board's support of the tower construction. **Steve Bernia** from the Colorado Division of Housing discussed with the Board future issues that may arise concerning rebuilds and new builds after the March 2007 tornado. He offered his assistance to the Board in order to help the rebuilding process. **JoAnn Padia-Sisenstien** appeared regarding the ownership and permitting of her pig. She provided documentation regarding the pig living within the Town limits. The Board stated the issue will be discussed further towards the end of the meeting in Miscellaneous.

Reports. Commissioner Report. March and April 2007 reports were presented to the Board for review. **Crew Report.** The Crew cleaned up around Town after the tornado. **Service lines, transmission lines, and poles were replaced. Water leaks have been repaired. The Town wells did not fail as a result of the tornado. Locates have been placed for CenturyTel and cable company. The spike in electrical service from the tornado damaged some transformers.** Trustee Smith asked if the generators are ready should the Town need to generate for an emergency. Vance and Marsha confirmed the generators were tested and put online and they are fueled and ready to run. **Administrator's Report. ARPA/Town of Holly Scholarship.** Mayor Crum appointed David Crossland, Jill Briggs, and Anna Lee Crum to the scholarship committee which will meet on Wednesday, May 9, 2007. **Governor Ritter's Executive Order D 014 07.** Governor Ritter signed his Executive Order which extends the original order to one year. **CIRSA. Loss of Revenue.** The loss of revenue will be applicable to the electric only. CIRSA will send an outside auditor to review the Town's records regarding the lost revenues beginning with April. There is coverage for assistance received by Lamar Light and Power, Las Animas, City of LaJunta, and Wheatland Electric. The Town also experienced water infrastructure problems since the tornado. **Water Tower Inspection.** A structural engineer will be here to look at the water tower along with Utility Service Company, Inc. CIRSA did send a representative to look at the North Well house. D & K Environmental came to remove debris ahead of the crews that were working to establish electrical service. **Colorado Division of Emergency Management.** The Town is looking to upgrade the siren system. CIRSA will compensate the town for the price of one siren. That compensation will then be used as a cash match towards replacing all the sirens. **DOLA Assistance.** The contract has been signed for the Main Street Project. Lee Merkel stated they will allow replacement of all Hwy 50 water crossings and they will

pay for the engineering portion of the project. Lee's office has also been working on donations for all the line extension material needed for the housing project. **SBA Loans.** \$1.2 million has been approved in loans in the Holly area. SECED is offering loans if people did not qualify for SBA loans. **Utility Easement Reclamation.** The properties between Park and Pawnee abut against each other. In 1915 the easement was vacated back to the property owners. The board agreed that a Town representative should talk with the property owners regarding the use of their properties as an "easement" so that in the future landscaping isn't damaged when the Town needs to service the electrical lines and sewer mains. **Sidewalk. Curb/Gutter Replacement.** After much discussion, Trustee Garcia suggested a workshop or special meeting regarding this issue on Tuesday, May 15, 2007 at 6:00 p.m. **Treasurer's Report.** Teresa presented the financials to the Board. **Holly Recovery Task Force Report.** Anthony Garcia reported that Mary Rushton was selected as the Case Manager and Tara Neugebauer was selected to work with housing issues. Anthony stated the Board meets once a week.

Old or Unfinished Business. Bucket Truck. The bucket truck needs a new motor. Mary Reinert motioned to purchase a used engine for the bucket truck, seconded by Anna Lee Crum. Motion carried 6-0. **ARPA Generator.** On May 3, 2007 the pad mount transformer and generator will be set. There will be a planned outage for approximately 1.5 hours in a few sections of Town.

New Business. Engineering Proposal from Atencio Engineering, Inc.: Utility Crossings. After some discussion, this item will be addressed on May 15, 2007 in a Special Board Meeting. Jill Briggs motioned to approve **Ordinance No. 437 – An Ordinance of the Town of Holly, Colorado Approving The Issuance By The Arkansas River Power Authority of Completion Bonds For The Repowering Project and Providing Other Details In Connection Therewith**, seconded by Anna Lee Crum. Motion carried 6-0. **At 9:46 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 10:25 pm.** Mayor Crum acknowledged the receipt of two resignation letters. Boris Hughes's last day of employment will be May 11, 2007. Teresa Neugebauer also submitted a letter of resignation and her last day will be May 15, 2007. David Crossland motioned to accept the two letters of resignation with regret, seconded by Jill Briggs. Motion carried 6-0.

Miscellaneous. Trustee Reinert motioned to accept the placement of a cellular tower by Viaero within the Town limits, seconded by Jill Briggs. Motion carried 6-0. Trustee Garcia wanted to commend Marsha Willhite for her commitment to the Town and its residents. Her position with the Town is not easy and she has handled everything extremely well. **JoAnn Padia-Sisenstien.** The Board reviewed the paperwork presented by Ms. Padia-Sisenstien and opted to drop the charges against her through Holly Municipal Court.

Adjournment. The regular meeting adjourned the meeting at 10:32 pm.

ATTEST:
/s/ Teresa Neugebauer, Town Clerk Treasurer

/s/ Albert C. Crum, Mayor

May 15, 2007

Present:

Mayor: Albert Crum
Trustees: Anna Lee Crum
Jill Briggs
Anthony Garcia
David Crossland

Marsha Willhite Town Administrator
J.B. Smith *The Holly Independent*
Mike Harris *The Holly Independent*
Steve Bernia Colorado Division of Housing
Bob Ward City of Lamar

Mayor Albert Crum presided over the Special Meeting of the Holly Board of Trustees on the above date at 6:08 p.m. Roll was called; Mary Reinert and Jerry Smith were absent. All present gave the Pledge of Allegiance.

Additions to the Agenda: Marsha Willhite had 2 additions to the agenda: 12. Executive Session According to C.R.S. 24-6-402 (4) (e) Negotiations, and, 13. Miscellaneous: Frontier Telephone. Mayor Crum had one deletion: Swearing in of Interim Clerk/Treasurer. Postponed to June meeting.

Minutes, May 2, 2007 Regular Board Meeting: carried over to next Regular Board Meeting in June.

Notices and Communications: Thank you notes were read by Mayor Albert Crum from the David Crossland family and Kathy & Butch McCracken. Letter from State of Colorado to Mr. Neal thanking him for his service to the Town following the tornado. Notice from Burlington; they are doing a fundraiser "Neighbors Helping Neighbors" and Marsha encouraged the board members to attend, if possible. Donations to the Town of Holly Tornado Recovery were received from Town of Plattville, Buena Vista, and City Council of Montrose.

Appoint Interim Clerk: Emily Williamson was appointed Interim Town Clerk/Treasurer by acclamation.

Public Appearances: J.B. Smith reported that he will start a new weekly newspaper in Holly called *The Holly Independent*. He introduced Mike Harris, who will be a reporter for the newspaper. Steve Bernia and Bob Ward presented a proposal from the Colorado Division of Housing which was based on information from the last board meeting. Intergovernmental Agreement between the City of Lamar and Town of Holly should be considered for Mr. Ward's services. Charges would be \$40/hour plus travel. Steve Bernia stated that a town meeting should be considered having Bob Ward lay out the basic steps regarding the necessity for Building Codes and safety. A meeting is scheduled with Bob Ward on Friday, May 18th, at 6:00 p.m.

Unfinished Business:

- A. Approve Engineering Proposal – Atencio Engineering, Inc.
Scope of Engineering Services, Hwy 50 Water Main Utility Crossings – David Crossland motioned and Jill Briggs seconded. Motion carried 5/0.

New Business:

- A. Agreement for Engineering Services – Atencio Engineering, Inc.- \$9,670
 - i. Hwy 50 Water Main Utility Crossings
Jill Briggs motioned and Tony Garcia seconded. Motion carried 5/0.
- B. Agreement for Engineering Services – Atencio Engineering, Inc. - \$60,615
 - i. Main Street Infrastructure and Streetscape Improvements
Marsha stated this pertains to Main Street Project, additional \$11,000 to include site management. Tony Garcia motioned and Jill Briggs seconded. Motion carried 5/0.
- C. Agreement for Engineering Services – Atencio Engineering, Inc. - \$12,066
 - i. Restoration of the Portable Water System – tornado damage
Marsha stated this is to repair water infrastructure, covered by DOLA funds. David Crossland moved and Tony Garcia seconded. Motion carried 5/0.
- D. Approve Notice to Proceed
 - i. Hwy 50 Water Main Utility Crossings
 - ii. Main Street Infrastructure and Streetscape Improvements
 - iii. Restoration of the Portable Water System – Tornado Damage
David Crossland motioned to approve the notices to proceed on the 3 projects and Tony Garcia seconded. Motion carried 5/0.

- E. Approve Hiring
- i. Tina Stuckey, Pool Manager, Summer Seasonal
Tony Garcia motioned. Motion carried 5/0.
 - ii. Terry Whisenand, Laborer, Full Time
Anna Lee Crum motioned and Jill Briggs seconded. Motion carried 5/0.
 - iii. Gaylon Visage, Laborer, Full Time
Anna Lee Crum motioned and Jill Briggs seconded. Motion carried 5/0.
 - iv. Matthew Gray, Laborer, Full Time
David Crossland motioned and Anna Lee Crum seconded. Motion carried 5/0.
- F. Approve Job Description.
- i. Clerk/Treasurer
Marsha Willhite stated that she added a section regarding Utility Billing to the job description. Jill Briggs motioned and Anna Lee Crum seconded. Motion carried 5/0.
- G. Town of Holly Resolution No. 2007-5
A resolution supporting the contract between the Town of Holly and the State of Colorado, Department of Local Affairs. Marsha Willhite read the resolution. Tony Garcia motioned and Jill Briggs seconded. Motion carried 5/0.
- H. Town of Holly Resolution No. 2007-6
A resolution supporting the agreement between the Town of Holly and the State Board of the Great Outdoors Colorado Trust Fund. David Crossland motioned and Jill Briggs seconded. Motion carried 5/0.

Executive Session: According to C.R.S. 24-6-402 (4) (e), Negotiations and C.R.S. 24-6-402 (4) (f), Personnel Issues. David Crossland motioned and Jill Briggs seconded to go into Executive Session. Motion carried 5/0. 7:05 p.m. Mayor Albert Crum called the meeting back to order at 8:10 p.m.

Miscellaneous: David Crossland motioned to approve Visage and Gray as full time at \$8.51 per hour, Terry Whisenand full time at \$8.83 per hour, and Emily Williamson full time at \$9.36 per hour, plus \$500 per month additional as the Interim Clerk/Treasurer. Jill Briggs seconded the motion. Motion carried 5/0.

Teresa Neugebauer received an estimate for the installation of a new telephone system from Frontier Telephone. In her absence, Marsha presented the estimate, which includes speaker capabilities, a roll-over line from the main 537-6622 line, recording of conversations, voicemail capabilities, the addition of a line for Holly Recovery Task Force personnel, and intercom. The estimate includes eight new telephones to serve the library, sheriff's office, HRTF office, bookkeeper's office, clerk's office, administrator's office, and records room. David Crossland motioned and Jill Briggs seconded to approve the Frontier estimate in the amount of \$4,218.

Adjournment: The Special Meeting was adjourned at 8:22 p.m.

/s/ Albert C. Crum, Mayor

ATTEST:

/s/ Glynda Pool, Interim Recorder