

September 5, 2007

Present:

Mayor:

Albert Crum

Trustees:

Mary Reinert

Anna Lee Crum

Jill Briggs

Anthony Garcia

David Crossland

Marsha Willhite Town Administrator
Vance Brian Field Services Supervisor
Emily Williamson Interim Clerk-Treasurer
Donald Starbuck Project Manager

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; Jerry Smith was absent. All present gave the Pledge of Allegiance.

Addition(s) to the Agenda. None.

Minutes, August 1, 2007 Regular Board Meeting. Jill Briggs moved to approve the minutes of the August 1, 2007 Regular Board Meeting as written. Mary Reinert seconded the motion. Motion carried 5-0.

Approval of current bills, subject to final approval of the Finance Committee, scheduled to meet Wednesday, September 12, 2007. Jill Briggs motioned for the Finance Committee to meet on Wednesday, September 12, 2007 to approve the current bills, seconded by David Crossland. Motion carried 5-0.

Notices and Communications. Mayor Crum read a note of complaint from Kathy Salinas in regard to Trackside Bar allowing her 15-year-old grandson entrance. Since state liquor regulations do not address “presence only” of a minor in a liquor establishment, Town ORDINANCE NO. 300, *AN ORDINANCE RELATING TO MINORS FREQUENTING PREMISES WHERE ALCOHOLIC BEVERAGES ARE SOLD* was referenced. Following discussion, Mayor Crum directed that a letter be written to Judy Heath, owner, emphasizing ORDINANCE NO. 300, Section 2. *Minors on Premises Prohibited.*

Public Appearances. None.

Reports. Police Commissioner. Report handed to board members; no questions or comments. **Project Manager Report.** Donald Starbuck mentioned that the Highway 50 boring project has been completed. A walk-through was performed with the supervisor and no discrepancies were noted. Due to the necessity of four change orders, the cost of the project was increased from \$95,212.11 to \$101,475.21. Work has begun on the walking trail. A fire hydrant on the SE corner of Highways 50 and 89 was discontinued. A new hydrant was set on the NE corner of the intersection. It was recommended by several board members that a hydrant be installed to benefit several homes on the east side of Highway 89. **Crew Report.** The killifer was utilized in the alleys to fill in holes. In-house repairs had to be made on the surge tank at the south well. Contaminated soil resulting from the Hwy 50 project was hauled. A water main break at Co-op was repaired. The theater, well houses, light plant and fire station were inspected for roof leaks. School crosswalks were painted. The crew replaced broken windows and repaired the roof at the north well. Several PCB transformers were prepared for shipment. The generators were run during two power outages. At the onset of an outage, previous protocol required a call to Lamar Light and Power to determine the approximate time length of the deficiency. If the outage was expected to be less than an hour, and it was fair weather, Town generators were not started. In the recent outage, LL&P repeatedly assured staff that reinstatement was eminent; when reinstatement did not occur, the generators were run. A change of protocol has been instated which allows for starting the generators before the call. This provides for diesel fuel warm up which takes approximately 10 minutes. The pool closed for the season and was pumped out. Power poles were set for connection to the Viaero Tower at North Main. A line extension for the Burlington Northern Santa Fe Railway has been requested which will tie in at the old highway and CR 37 intersection east of Holly. Attaining easements is currently being done in preparation for the line. Well water depths are as follows: East 90’, North 110’, South 80’. **Holly Recovery Task Force.** Another sale is necessary so that the storage bins can be emptied. Monetary requests are still coming in. **Administrator’s Report.** A copy of the Sheriff’s Annual Report was passed around for review. Marsha was asked to speak at an emergency response communications meeting on Thursday at CSU in Pueblo. A telephone conference call between Marsha, Mike Tupa on the Gateway Park Design Team and Shelly Van Landingham with the State Forrest Service allowed for discussion of Gateway Park. An audit of the trees was made by Shelly. Marsha invited Shelly to the October board meeting for a presentation. Reconstruction can begin in the south portion of the park with the \$25,000 grant from Great Outdoors Colorado plus insurance recovery monies. This would provide turf and a sprinkler system enabling use by the public while the north park is being restored in stages. The Department of Local Affairs has received the Town’s grant application for Highway 50 water main replacement from 6th Street to 10th Street thereby eliminating lead lines. The total needed for this project is estimated at \$350,000. \$114,000 would be provided by the State Water Quality Control Division derived from a revolving fund loan at no interest. A vote asking for the permission of Holly residents to borrow the

money would be necessary. An insurance payable for landscaping renewal has been received and can be applied to the south park renovation. The north generator plenum needed replacement. Amounts for power poles were questioned by the excess carrier; however, a discussion between Marsha and the adjuster revealed that there was a misunderstanding of Lamar Light and Power's cost breakdown. The power poles, signs, electrical materials needed for Hollis Alley, and water meters lids are paid. The Town awaits payment for glass broken out of the loader and a new "Bluegrass" sign. At J.W. Neal's request, the Water Quality Control Division reduced the number of times required to test on two water tests from twice a year to once every three years. The phone lines at the north CAT generator are now operable. Gary Warn will schedule start-up testing and training. Used transformers have been sold in the past to Solomon for \$1 per kva. Another company has been located that purchases for \$5 per kva. The Whelan representative performed a coverage survey on Friday, August 31. Marsha requested that Larry Sitts, Civil Defense, determine if Whelan has met their obligations so that payment can be made for the purchase of the new sirens. The ballpark is being prepared for hookups. Marsha asked Mary Rushton to visit with High Plains Electric about changing out materials purchased for excess mobile homes to 50 amp services. Broomfield offered assistance following the tornado and will schedule their services to help with our water and sewer needs. Regarding rate and revenue, electrical sales are down 9% which is reasonable considering the disaster. **Clerk/Treasurer Report.** Emily Williamson presented the June financials. Don Starbuck's salary will be included on the August financials. Jill Briggs motioned to approve the reports as given, seconded by David Crossland. Motion carried 5-0.

Unfinished Business. A) **Wage and Salary Review.** The Board had previously requested that Marsha research performance pay. She indicated that in order to commence performance pay, the wage scale may need a serious review. After surveying the Colorado Municipal League list serve, a Denver firm that evaluates area information and performs market studies was repeatedly recommended. Their fee is \$90 per hour for creation of the data base and \$125 for presentation. Following discussion, David Crossland motioned to table the wage and salary review. David amended his motion to hold in abeyance the wage and salary review until a future time. Jill Briggs seconded and the motion carried 5-0.

New Business. A) **Landfill Schedule.** Higher demand has been placed on the landfill due to tornado debris and reconstruction. Marsha Willhite and Vance Brian were able to arrive at a proposed schedule which would allow the landfill to be open 28 hours instead of 20 hours. Mary Reinert motioned to approve the proposed landfill schedule. David Crossland seconded. Motion carried 5-0. B) **Appoint Building Code Variance Board.** David Crossland motioned to appoint Dan Tefertiller and Kevin Humrich to serve on the Building Code Variance Board. Jill Briggs seconded and motion carried 5-0. C) **CIRSA 2008 Renewal – Property Casualty and Workers Compensation.** The Workers Compensation premium for 2008 is \$19,751 which compares with \$13,739 in 2007. Jill Briggs motioned to approve the WC premium of \$19,751 for 2008. Tony Garcia seconded and motion carried 5-0. The Property Casualty renewal rate for 2008 is \$23,509 up from \$21,089 in 2007. Jill Briggs moved to approve the Property Casualty renewal rate of \$23,509 and AnnaLee seconded. Motion carried 5-0. D) **Prowers County Sheriff's 2008 Contract – Intent to Renew.** Marsha is required to give notice of intent to renew the 2008 Sheriff's Contract ninety days prior to renewal. The estimated renewal contract is \$49,000. The Town is also required to lease purchase a vehicle for \$24,000. Jill Briggs motioned to notify the Sheriff's Department of the Town's intent to renew. Mary Reinert seconded. Motion carried 5-0. **At 9:30 p.m. the Board went into Executive Session according to C.R.S. §24-6-402 (4)**

(f) Personnel. Mayor Albert Crum brought the regular meeting back into session at 10:10 p.m.

Miscellaneous. Mayor Albert Crum tendered his resignation as Mayor and AnnaLee Crum tendered her resignation as Trustee from the Board of Trustees due to relocating out of the town limits.

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

Albert C. Crum, Mayor

ATTEST:

Candace Plummer, Interim Recorder