

February 3, 2010

Present:

Mayor: W. Bruce Roup  
Trustees: Brad Simon  
Michelle Weimer  
Shannon Rushton  
Casey Rushton  
Viola Melcher

Marsha Willhite Town Administrator  
Vance Brian Field Services Supervisor  
Mary Rushton Town Clerk/Treasurer  
Jan White Fisher Project Manager

Mayor W. Bruce Roup presided over the regular meeting of the Holly Board of Trustees on the above date at 7:00 p.m. Roll was called. Frank Vazquez was absent. All present gave the Pledge of Allegiance.

**Additions to Agenda.** Add to Public Appearances; Carlyn Yokum, superintendent of Holly School District RE-3.

**Suspend Regular Meeting.** Motion to suspend regular meeting and enter hearing made by Shannon Rushton, seconded by Viola Melcher at 7:05 p.m. Motion carries 5-0.

#### **TOWN OF HOLLY BOARD OF TRUSTEES PUBLIC HEARING**

**Proposed Modification to Electric and Water/Wastewater Rate Tariff Schedules for the Town of Holly.** Mayor W. Bruce Roup called the hearing to order at 7:05 p.m. A sign in sheet was provided for the Holly Town Residents in attendance. Resident present: Mark Bagley. The Town Administrator began the hearing presenting pertinent information to the tariff schedules. The Mayor opened the hearing to questions from the attendee. All prior questions had been addressed in the presentation consequently the hearing was then suspended.

#### **Reopen Regular Meeting.**

**Minutes, January 6, 2010 Regular Board Meeting.** Casey Rushton motioned to approve the minutes of the January 6, 2010 Regular Board Meeting. A second was received from Viola Melcher. Motion carried 5-0.

**Approval of Current Bills.** Subject to final approval of the Finance Committee on February 12, 2010. Viola Melcher motioned to approve the bills, subject to review by the Finance Committee, seconded by Shannon Rushton. Motion carried 5-0.

**Notices and Communications.** Kylee Hammes, recipient of the Town and ARPA scholarship, sent card expressing appreciation.

**Public Appearances.** Carolyn Yokum-Superintendent of Holly Schools presented information to the Board detailing the school's upcoming grant application. The School Board is submitting a grant to the Colorado Department of Education seeking assistance to build a new school with safety of the students being a main concern. The first meeting presenting information to the public is scheduled for March 8<sup>th</sup> at 6:00 p.m.

**Reports. Police Commissioner Report.** Monthly report available for review by the Board. **Project Manager Report.** Gateway Park Restoration Contract between Humrich Construction and the Town of Holly has been amended with a monetary increase of \$9359. The components of the amendment include excavation and installation work for playground equipment and concrete installation in place of roto-mill product at specified location. Backflow testing proposals were presented to Board for review. **Crew Report.** Water leak on 9<sup>th</sup> Street, service line was fixed. Demolished building on East Cheyenne. Weather stripping installed around doors at Town of Holly offices. Maintenance work

performed on 1998 and 1999 pickups. Refurbishing work done on restrooms at ballpark, new hot water heater was plumbed in. Received donation of electric meter tester from Springfield and completed installation. Old generators were dismantled and taken out of light plant. Maintained organization of inventory in light plant. Street Sweeper was utilized. Transformer upgraded at residence south of Town. **Administrators Report.** New landfill schedule is working well with public and staff. Notice received from State informing the 2009 landfill financial assurance review is complete and the town's audit is found to be in compliance. Update on Holly drainage ditch bridge project, N. 8<sup>th</sup> Street: Prowers County Board of Commissioners and Holly Drainage Ditch Board are in favor of moving forward with the town in requesting a grant from DOLA to cover one-half of the expense of the preliminary engineering report. The Commissioners offered to contribute in-kind work from road and bridge department if project moves forward. Chairman of the Ditch Board estimated a cash in-kind partnership to be approved by board. Letter requesting the grant was sent to DOLA with all three entities approving. Ready to formulate the backflow and cross connection policy which would include Town paying for the original device, customer required to pay for annual inspection, repairs if necessary and for backflow device replacement if warranted after inspection. TLM and Double D Construction LLC invoices received detailing work provided for water main repairs on Hwy 50 and 10<sup>th</sup> Street. Directive received from Board to negotiate costing details with Double D. **Clerk/Treasurer Report.** Reviewed Ordinance 401 relating to utility deposit guidelines. December financials were presented for Utility Fund and General Fund. Motion to accept the reports as given was made by Shannon Rushton, seconded by Casey Rushton. Motion carried 5-0.

**Old or Unfinished Business. Ordinance 469-An Ordinance Adjusting Rates and Tariffs for Electrical Energy Services Rendered by the Town of Holly Electrical Department-Second Reading.** Second reading completed. Shannon Rushton motioned to approve Ordinance 469, second received from Michelle Weimer. Motion carried 5-0. **Ordinance 470-An Ordinance Relating to the Water and Sewerage Facilities of the Town of Holly, Colorado Fixing Charges for the use Thereof and Providing for the Collection of Such Charges; and Superseding Ordinance 181 and Ordinance 452-Second Reading.** Second reading completed. Shannon Rushton motioned to approve Ordinance 470, second received from Michelle Weimer. Motion carried 5-0.

**New Business. 6-10<sup>th</sup> Street Water Main Project.** Board provided with bond counsel bids: Larry Berkowitz with Grimshaw and Harring-\$4500; Matthew J Hogan with Sherman and Howard-\$5-7,000; Kim Casey with Kutak Rock LLP-\$9500. Shannon Rushton motioned to accept bond counsel bid from Larry Berkowitz for \$4500, seconded by Michelle Weimer. Motion carried 5-0. **Main Street Floral Baskets.** 2010 bid selection reviewed by Board. Motion to approve L and L Greenhouse bid of \$4930 was made by Michelle Weimer, seconded by Brad Simon. Motion carried 5-0. **Backflow/Crossconnection Device Testing Bid Selection.** Board reviewed bids received. Casey Rushton motioned to approve bid received from Fire Inspections Plus of \$50 per device, second received from Shannon Rushton. Motion carried 5-0. **School District RE-3 CDBG Grant Withdrawal.** Viola Melcher motioned to approve withdrawal of CDBG Grant application, seconded by Shannon Rushton. Motion carried 5-0.

**Miscellaneous.** Discussion of Prowers County being high risk area of hantavirus and rabies.

**Adjournment.** Viola Melcher motioned to adjourn at 10:00 p.m.

/s/ W. Bruce Roup, Mayor

ATTEST:

/s/ Mary Rushton, Clerk/Treasurer