

January 7, 2009

Present:

Mayor: W. Bruce Roup  
Trustees: Bradley Simon  
Michelle Weimer  
Shannon Rushton  
Frank Vazquez  
Casey Rushton  
Viola Melcher

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. All were present. All present gave the Pledge of Allegiance.

**Additions to Agenda.** Add Old Business B) Deputy Clerk

**Minutes, December 3, 2008 Regular Board Meeting and December 29, 2008 Special Meeting.** Casey Rushton moved to rescind a motion made after coming out of executive session during the December 29, 2008 Special Meeting and amend the minutes accordingly, seconded by Viola Melcher. Motion carried 6-0. Casey Rushton made a motion to approve the minutes of the December 3, 2008 Regular Board Meeting, seconded by Frank Vazquez. Motion carried 6-0. Motion made by Shannon Rushton to approve the amended December 29 Special Meeting minutes, seconded by Brad Simon. Motion carried 6-0.

**Approval of current bills.** Subject to final approval of the Finance Committee meeting on Monday, January 12, 2009. Viola Melcher motioned to approve the bills, seconded by Michelle Weimer. Motion carried 6-0.

**Notices and Communications.** Nola Mae Ice sent thank you in regards to receiving Thanksgiving coupon for Turkey and Holly Dollars at Christmastime. Thank you received from Tara Neugebauer for Thanksgiving certificate and Holly Dollars. She has enjoyed her position with the Town but regrets her schedule won't allow her to continue with the job.

**Public Appearances.** None

**Reports. Police Commissioner Report.** Report provided by Sheriff Department for Board to review.

**Project Manager Report.** Plans detailing the modifications at the Gateway Products site which is part of the Main Street project were distributed for viewing. Slope and grade problems continue to be addressed. Adjustments in grade at the doorways of the 208 S Main address will be made. The Engineer of the Main Street project, Amanda Atencio and the President of TLM Constructors, Aaron Mills, were both on site today. Decision has been made to hand stamp the remaining red concrete. There continue to be change orders needed as work progresses on Main Street. Future projects being researched for the Town of Holly include a new water main for the 6<sup>th</sup> through 10<sup>th</sup> Street area, a new water tower north of Town and rebuilding the Gateway Park. Town of Holly is now officially a Tree City USA. **Crew Report.** Trees were trimmed on 11<sup>th</sup> Street to keep branches out of power lines, this issue will continue to be addressed as needed. Inventory completed for 2008; replaced transformers at 504 W. Buffalo and 550 E. Colorado residences. New transformer installed at 120 N. 1st Ave. Lamar Light and Power will be here January 8<sup>th</sup> to complete the pad mount transformer work located at Trade One. New Cat loader received today and old one picked up. Dumpster repair work done. **Holly Recovery Task Force Report.** FEMA trailers still on site; awaiting transport schedule. **Administrators Report.** Town Administrator Marsha Willhite was absent due to illness. **Clerk/Treasurer Report.** Utility Fund and General Fund financials reviewed. Viola Melcher motioned to approve the reports as given, seconded by Michelle Weimer. Motion carried 6-0.

**Old or Unfinished Business. Bluegrass Festival Committee** had previously inquired about the use of the Gateway Park for their June festivities. Vance Brian, Field Services Supervisor, advised the Board and Mayor that it should be ready for use at that time. **Deputy Clerk** will be advertised as a 20 hour a week position. Tara Neugebauer will assist until the position is filled and will also help with the training of the new employ.

**New Business. Appointments.** Viola Melcher motioned to approve the following annual appointments: Town Administrator-Marsha Willhite; Town Attorney-Darla Scranton-Specht; Municipal Judge-Kim Verhoeff. The Police Commission Board consisting of W. Bruce Roup, Casey Rushton and Viola Melcher; The Finance Committee consisting of Brad Simon, Viola Melcher, and Frank Vazquez and the Scholarship Committee consisting of Shannon Rushton, W. Bruce Roup and Michelle Weimer; these appointments were included in the motion. Michelle Weimer seconded the motion. Motion carried 6-0. **Approve Sheriff Department 2009 Contract.** The 2009 Sheriff Department Contract annual cost with the Town will be \$49,500. Motion to approve made by Casey Rushton, seconded by Frank Vazquez. Motion carried 6-0. **Inventory Value Support Plan and Training.** For a fee of \$725.00 the office staff

would receive training and technical support for the year on utilizing the inventory program through Power Manager, the utility billing program. Shannon Rushton motioned to approve the extra fee but delay training until the Deputy Clerk position has been filled. Motion seconded by Viola Melcher. Motion carried 6-0.

**Miscellaneous.** None

**Executive Session.** Personnel Discussion according to C.R.S. 24-6-402(4)(f). Motion made to go into Executive Session made by Shannon Rushton, seconded by Casey Rushton at 8:30. Motion carried 6-0. Motion made by Viola Melcher to come out of executive session at 8:48, seconded by Michelle Weimer. All approved.

**Adjournment.** Viola Melcher made a motion to adjourn at 8:50

/s/ W. Bruce Roup, Mayor

/s/ Mary Rushton, Town Clerk/Treasurer