

November 7, 2012

Present:

Mayor: Brad Simon  
Trustees: Marty Campbell  
Larry Sitts  
Anthony Moldenhauer  
Johnnie Lyons

Marsha Willhite Town Administrator  
Keith Dennis Field Service Supervisor  
Mary Rushton Town Clerk/Treasurer

Mayor Brad Simon presided over the regular meeting of the Holly Board of Trustees on the above date at 7:07 pm. Roll was called. Trustees Frank Vazquez and Jerry Jones were absent. All present gave the Pledge of Allegiance.

**Additions to Agenda.** Reports B) is tabled until December 5, 2012 board meeting.

**Minutes, October 3, 2012 Regular Board Meeting Minutes.** Trustee Marty Campbell motioned to approve the minutes of the October 3, 2012 Regular Board Meeting, seconded by Trustee Larry Sitts. Motion carried 4-0.

**Approval of Current Bills.** A motion was received from Marty Campbell, seconded by Johnnie Lyons to approve the current bills subject to review of the Finance Committee on Monday, November 12, 2012. Motion carried 4-0.

**Notices and Communications.** Notice was received from CDPHE that the 2011 annual audit of the Holly Landfill was approved with no deficiencies noted.

**Public Appearances. Joyce Smith, Holly resident.** Joyce Smith was present to discuss her concern of the debris pile accumulated along the county road around the south curve to the cemetery and along the canal on CR35. Prowers County Commissioners Joe Marble and Henry Schnabel were present and discussed the concern and possible solution. **Kirk Osban, representative of R & R Automotive business.** Mr. Osban discussed concern of accusations the business installed used parts on a repair job. Board will discuss the situation further in the meeting.

**Reports. Police Commissioner Report.** Report available for board review. **Water/Wastewater Operator in Responsible Charge.** Operator JW Neal not available for presentation. Report will be presented in December 5, 2012 meeting. **Crew Report.** A second service was installed for Altus Environmental on Colorado Street. Communicated with Dale Seuffer regarding possible line extension for a pivot irrigation electric service. New electric service installed in yard for trash truck heater. Shipment of new transformers arrived, old transformers were shipped on return load. Final regulator changed out in north substation. East sewer lagoon cleanup was completed. Town yard has been cleaned and organized. Water dock deck has been rebuilt. Drainage culvert installed for Leiker property access on Park Street. Keith attended ARPA meeting hosted by Town of Holly. **Administrator's Report.** Administrator and Clerk attended APPA training on October 9 in Lincoln, NE which detailed financial planning for public power. Town is currently undergoing a rate tariff study performed by NMPP. CDOT's request for review has been received by FEMA regarding the hydrology impact of the new bridge south of town. Flood plain remapping project is in third year. Emergency Succession plan for Town Administrator has been drafted and presented to board for review. Recommendations for changes to Personnel Policy reviewed with board. Section 4.1A - convert Christmas Eve to a full day off instead of half. Section 4.6 - Military Leave needs to correspond with Colorado State Veteran's Law

(review with counsel). Sections 4.11 – delete from Personnel Policy. Section 4.12 Retirement – clarify tax status. Section 4.14 Unemployment Insurance – requires definitive language. Section 6.2 Conduct and Discipline – town’s manual needs to correspond with federal law since it is an “at will” employer (review with counsel). Examples of small motorized vehicle ordinances sent in board packets for review; Board directive to set review of examples at next meeting. Marsha asked permission to carry remaining vacation hours over to next year with board approval. **Clerk/Treasurer Report.** Sales Tax Ballot Issue 2A was approved in the November 6, 2012 General Election by the majority of the eligible voters. With the affirmative vote the current sales tax of 1% increases to 3% effective January 1, 2013. September financials were reviewed with the board. Trustee Anthony Moldenhauer motioned to approve the reports as given, seconded by Johnnie Lyons. Motion carried 4-0.

**Old or Unfinished Business.** None.

**New Business.** **Landfill Loader Lease Bids.** Board approved the bid for a wheel loader lease/rental with TITAN Machinery in the amount of \$35,985.36 **Shooting Range Grant. De-obligate Division of Wildlife Funds-\$12,721.** Discussion tabled. **CIRSA-2013 Additional Coverage.** Motion to approve renewal quote for Boiler and Machinery and AD & D was made by Johnnie Lyons. Second received from Anthony Moldenhauer. Motion carried 4-0. **Board Ratification.** Clerk/Treasurer asked the Board to approve by ratification the transfer of funds between banks for higher return on money in reserve. **Approve Liquor License Renewal.** Motion to approve the liquor license renewal for J.R.’s Country Store was made by Larry Sitts, seconded by Johnnie Lyons. Motion carried 4-0. **Health Plan Renewal Consideration.** Board approved renewal with Rocky Mountain Health Plan for employee health insurance coverage. Marty Campbell motioned to approve renewal, seconded by Anthony Moldenhauer. Motion carried 4-0.

**Miscellaneous.** None.

**Executive Session.** Motion to enter the session was made by Larry Sitts, seconded by Anthony Moldenhauer at 9:05 p.m. according to C.R.S. 24-6-402 (4) (b) Attorney-Client Privilege and C.R.S. 24-6-402 (4) (e) Negotiations. Motion carried 4-0. Larry Sitts motioned to exit Executive Session at 9:40 p.m. seconded by Trustee Lyons.

**Adjournment.** Anthony Moldenhauer motioned to adjourn at 9:40 p.m.

/s/ Bradley J. Simon, Mayor

ATTEST:

/s/ Mary Rushton, Clerk/Treasurer