

October 2, 2019

Present:	Mayor:	Calvin Melcher
	Trustees:	Rod Swisher
		Anthony Moldenhauer
		Larry Sitts
		Corey Stephens
Jesse Frey	Holly Commercial Club	
Sam Zordel	Prowers County Sheriff	
Steve Rabe	Interim Town Administrator	
Elaine Anderson	Librarian	
Megan Jara	Town Clerk/Treasurer	

Mayor Calvin Melcher presided over the regular meeting of the Holly Board of Trustees on the above date at 7:00 p.m. Roll was called. Trustees Jacob Holdren and Joshua Reinert were absent. All present gave the Pledge of Allegiance.

Additions to the Agenda. New Business, D) Discussion on Closure of Landfill. E) Town's Policy on removal of Storm Debris.

Oath of Office. Clerk administered oath of office to Billi Jo Gossard as Deputy Clerk/Treasurer and to newly appointed Trustee Rod Swisher. Trustee Swisher's appointment fills the vacancy until the next municipal election in April 2020.

Minutes, September 4, 2019 Regular Board Meeting Minutes. Trustee Moldenhauer motioned to approve the minutes of the September 4, 2019 Regular Board Meeting. Seconded by Trustee Stephens. Motion carried 4-0.

Approval of Current Bills. Trustee Stephens motioned to approve current bills subject to review of the Finance Committee on October 14, 2019 at 8:30 a.m. Seconded by Trustee Moldenhauer. Motion carried 4-0.

Notices and Communications. None.

Public Appearances. Jesse Frey represented the Holly Commercial Club and coordinator for the Pedal the Plains event. He thanked the Board and Staff for making the Pedal the Plains event a success. Noting residents were hospitable and visitors has high praise for the Town. Frey presented a portion of the contribution, received from the event sponsors, to the Town as the Crew provided multiple efforts to make for a successful event.

Reports. Police Commissioner Report. Report was available for review. Sheriff Sam Zordel was available to speak to the Board regarding a new police vehicle expense and the contract renewal.

Crew Report. Rebuilt line and set new poles and transformers at Rob Kirmer's. Completed electric service for the cleared lot of Johnny Lyons. Changed transformer at J.R.'s Convenient Store. Moved line at race track for tractor pull, set pole for arena and replaced bulbs. Fixed O-ring on loader hydraulic pump, digging new pit. Fixed potholes, cleaned streets, and straightened Stop signs for CIRSA inspection. Drained swimming pool. 2019 F-150 was taken to Burtis Motors to address the check engine light. **Administrator Report.** Interim Steve Rabe has been working on the 2020 budget and the Town Administrator interview process. A pre-qualification meeting with the Colorado Department of Health- State Revolving Water Fund will be held October 24, 2019 at 11:00 a.m. at the Town office. The water project's engineering requirements will most likely solve a concern of aged water line mapping. **Clerk/Treasurer's Report.** August's financials were reviewed with the Board. **Library Report.** Librarian, Elaine Anderson provided a monthly update. Trustee Stephens motioned to approve all reports as given. Trustee Swisher seconded. Motion carried 4-0.

Old or Unfinished Business. Demolition Request. Rabe informed the Board the State of Colorado requires a Demolition Notification Application which involves an Asbestos Inspector's approval of remediation. The Board has authority to allow demolition approval with such completed form. Therefore if the Town did not require the asbestos inspection, CIRSA will not cover the Board's approval for demolition if any legal action arose. The consensus of the Board was to provide a certified asbestos contractor list and State of Colorado Demolition Notification Application form to anyone interested in demolition. The Town will not provide any demolition services.

New Business. Opening of Bids: Pool Gazebo and Holly Historical Society Museum Roof Repairs. Two bids were received for the Holly Historical Society Museum. Both bids exceed the insurances' payout. Trustee Sitts motioned to table the bids until insurance can confirm the additional expense will be awarded in the claim. Trustee Moldenhauer seconded. Motion carried 4-0. Trustee Stephens motioned to re-advertise the Gazebo Roof after the first of the year. Trustee Moldenhauer seconded. Motion carried 4-0. **Solid Waste Sites and Facilities – Addition of Section 3.3.8 Training.** A sample document will be explored if regulation is applicable for Transfer Stations or the hauling of garbage. **New Service Request – Electric Line Extension.** Rabe will prepare Holly's standard line extension agreement with frame work of the projects expense applicable to the customer, upon receipt of the new service application. **Discussion on Closure of Landfill.** Mayor Melcher noted a concern those with closed landfills are facing which he recently heard at local meetings with CDPHE. It was determined that the next step could be previewing a draft landfill closure document, detailing the scope of work CDPHE will provide in funding the closure of Holly's landfill. **Policy of Town's removal of Storm Debris.** Extending hours at the landfill after storm events allows for residents to haul their own cleanup in a timely manner.

Miscellaneous. NMPP Rate Study – Scheduling of presentation. The electric rate study presentation was scheduled for October 23, 2019 at 7:00 p.m.

Executive Session. Trustee Moldenhauer motioned to enter into executive session according to C.R.S 24-6-402 (4)(f)(1) Personnel; specifically the hiring and selection of a new Town Administrator with action to follow. Seconded by Trustee Sitts at 8:21 p.m. Motion carried 4-0. Trustee Moldenhauer motioned to exit executive session, seconded by Trustee Stephens at 8:26 p.m. Motion carried 4-0. The Board accepted Rabe's recommendation to interview Town Administrator applicant finalists: Edward Patton of Sedgwick, Kansas and Michael Tanner of Barling, Arkansas. Special Meeting of the Board of Trustees to hold interviews projected for October 10, 2019 at 5:00 p.m.

Adjournment. Trustee Stephens motioned to adjourn at 8:33 p.m.
2020 Budget workshop followed and adjourned at 9:19 p.m.

/s/ Calvin J. Melcher, Mayor

ATTEST:

/s/ Megan Jara, Clerk/Treasurer

October 10, 2019
Special Meeting of the Holly Board of Trustees

Present:	Mayor:	Calvin Melcher
	Trustees:	Rod Swisher
		Anthony Moldenhauer
		Larry Sitts
		Corey Stephens
Edward Patton	Town Administrator Finalist	
Michael Tanner	Town Administrator Finalist	
Steve Rabe	Interim Town Administrator	

Mayor Calvin Melcher presided over the special meeting of the Holly Board of Trustees on the above date at 5:00 p.m. Roll was called, Trustees Jacob Holdren and Joshua Reinert were absent.

Executive Session. Mayor Melcher stated the Board would enter Executive Session at 5:05 p.m. according to C.R.S. 24-6-402 (4)(f)(1) personnel matter, specifically regarding the selection and hiring of a new Town Administrator. An interview with candidate Michael Tanner was conducted. Mayor Melcher called for a recess at 6:25 p.m. The meeting was called back to order at 6:35 p.m. An interview with candidate Edward Patton was conducted. Mayor Melcher called an end to the Executive Session at 8:30 p.m.

Adjournment. Mayor Melcher adjourned the Special Meeting at 8:30 p.m.

Steven G. Rabe as Interim Town Administrator attests, pursuant to C.R.S. 24-6-402(4)(f)(1), that the Executive Session was called for a personnel matter, specifically regarding the selection and hiring of a new Town Administrator.

/s/ Calvin Melcher, Mayor

ATTEST:

/s/ Megan Jara, Clerk/Treasurer

October 23, 2019
Special Meeting of the Holly Board of Trustees

Present:	Mayor:	Calvin Melcher
	Trustees:	Rod Swisher
		Jacob Holdren
		Larry Sitts
		Anthony Moldenhauer
		Corey Stephens

Andrew Ross	NMPP Director of Retail Utility Services & Member Relations
Steve Rabe	Interim Town Administrator
Megan Jara	Town Clerk/Treasurer

Mayor Calvin Melcher presided over the special meeting of the Holly Board of Trustees on the above date at 7:04 p.m. Roll was called, Trustee Joshua Reinert was absent. All present gave the Pledge of Allegiance.

Additions to the Agenda. None.

Old Business: Ratify Museum Roof Bid. Trustee Stephens motioned to accept the lowest bid of \$11,733.50 from Spray Foam Solution, LLC. Seconded by Trustee Moldenhauer. Motion carried 5-0.

New Business: NMPP Rate Study Presentation. Andrew Ross of Nebraska Municipal Public Power presented recommendations based off of an electric rate study. **CDPHE- Schedule Informational Meeting.** The newest Board members were directed to review landfill documents at the Town Office, such as past CDPHE communicating documents and the Board's decisions that have already been made. No meeting was scheduled.

Miscellaneous. 2020 Health Insurance Renewal. Quotes were presented. Comparing 2019 rates a renewal with Anthem Blue Cross Blue Shield would increase by 18%, converting to United Health Care would increase by 9%. Trustee Moldenhauer motioned to approve a switch to United Health Care contingent upon employees current providers being accepted through the new insurance company. Seconded by Trustee Sitts. Motion carried 5-0.

Executive Session. Trustee Sitts motioned to enter into executive session according to C.R.S. 24-6-402 (4)(f) Personnel at 8:55 p.m., seconded by Trustee Swisher. Motion carried 5-0. Trustee Holdren motioned to exit executive session at 9:06 p.m., seconded by Trustee Moldenhauer. Motion carried 5-0.

Adjournment. Trustee Holdren motioned to adjourn at 9:06 p.m.

/s/ Calvin Melcher, Mayor

ATTEST:

/s/ Megan Jara, Clerk/Treasurer