

September 1, 2021

Present: Mayor: Calvin Melcher
Trustees: Jacob Holdren
Zach Davis
Rod Swisher
Blaine Ice
Vance Brian
Casey Rushton

Nick Marcotte Element Engineering LLC- attendance by Zoom
Cassandra Heck Librarian
Michael Tanner Town Administrator
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. All present gave the Pledge of Allegiance.

Additions to the Agenda. None.

Oath of Office. Clerk administered oath of office to Tracy Kirmer as Deputy Clerk/Treasurer.

Minutes, August 4, 2021 Regular Board Meeting Minutes. Trustee Holdren motioned to approve the minutes of the August 14, 2021 Regular Board Meeting. Seconded by Trustee Davis. Motion carried 6-0.

Approval of Current Bills. Trustee Holdren motioned to approve current bills subject to review of the Finance Committee on September 13, 2021 at 8:30 a.m. Seconded by Trustee Rushton. Motion carried 6-0.

Notices and Communications. Thank you card received from Kristen Tefertiller for receipt of the Town of Holly/ARPA Scholarship. Arkansas River Power Authority (ARPA) meeting is scheduled to be held in Holly on September 30, 2021 at 9:00 a.m. at the Holly Senior Center, and is open to the public. Mayor Melcher called for motion to purchase the meal for all that attend. Trustee Brian motioned to approve the expense of providing a meal for the event. Seconded by Trustee Davis. Motion carried 6-0.

Public Appearances. Cheryl Sanchez, director of Prowers Economic Prosperity (PEP), spoke to the Board of Trustees about possible resources she could direct to Holly to assist in needs. She recommended Michael Yerman of Southern Colorado Economic Development District (SCEDD) as a great contact to inquire funding of municipal well repairs and/or blighted properties removal or repair.

Reports. Police Commissioner Report. Report was available for review. **Crew Report.** Michael Tanner read the report: set several service poles, replaced bad tip clamp at South Well, re-working electric to lights at fairgrounds' arena, mowed and weed-eat parks, sprayed sand boxes, shut down sprinklers while East Well was inoperable, new blades and belts on mowers, swept streets, put new brooms on sweeper, East Well was pulled- A&L Well replaced one joint of pipe due to large hole blown out and fixed wiring in pump, East Well put back online, Leak Detection Survey completed, pulled 3rd quarter water samples- Radium and Lead and Copper, pool closed for the year, spraying for mosquitoes. **Administrator Report.** Administrator Tanner proposed first 2022 budget workshop for September 30, 2021 and Trustees to bring suggestion list of projects to the workshop. An "Open for Business" grant for Holly Inn Suites remodeling and façade work was submitted. The short notification and vague fundable project information limited the application window to one week. The East Well was pulled and found a hole in the pipe, probably caused by a stuck check valve when the well started up. A&L Well Service is writing up a quote to get the North Well back in service. The

longevity of the operating wells is concerning to A&L so they recommend drilling a new well. The East property was witted and a strong water pull was found at the south end. A business owner showed interest in the East property and seeks submitting a bid. Included in the board packet for review were: a draft ATVs, UTVs, MUVs, and golf cart restriction ordinance and a breakout of start-up, monthly, and annual police dept. budget for a better understanding of what a town operated department would require. **Clerk/Treasurer's Report.** July's financials were available. **Library Report.** July's count of patron visits and checked out material was available. Librarian Heck reported a Chromebook and desktop PC will be purchased with grant funds to replace some of the older computers that have not been working. **Planning Commission Report- No New Business.** Trustee Holdren motioned to approve all reports as given. Trustee Swisher seconded. Motion carried 6-0.

Old or Unfinished Business. Approve Nuisance Letters. No Action taken.

New Business. Water Project Update. Nick Marcotte of Element Engineering was available by Zoom meeting to provide a water project update. The project's PNR and ER were submitted to USDA; an additional section must be completed upon registration to portal. Normal process begins with receipt of letter of conditions about 3-4 months after submission of all required documents. This letter of conditions provides funding information and terms of the conditions: the amount USDA will grant and what portion would be a loan, and information of what must be done to satisfy the conditions. Satisfying USDA's conditions then could take a couple more months. The letter does not commit the Town to the project. Marcotte projected construction about 1 ½ to 2 years out. Marcotte was directed to revise the project to include a new well at the East Lot, where the East and South Wells will be tied into the treatment facility, leaving the North Well out of the project. **Approve Liquor License Renewal – Trailside Liquor.** Trustee Holdren motioned to approve liquor license renewal for Trailside Liquor. Seconded by Trustee Brian. **Ordinance No. 540 – An Ordinance for the Regulation of Traffic by the Town of Holly, Colorado; Adopting by Reference the 2020 Edition of the “Model Traffic Code” Repealing Ordinances in Conflict Therewith (Most Specifically Ordinance No. 463); and Providing Penalties for Violation Thereof.** Trustee Rushton motioned to approve the first reading of Ordinance No. 540. Seconded by Trustee Davis. Motion carried 6-0. **Ordinance No. 541 – An Ordinance Repealing Ordinance No. 406 (An Ordinance to Establish a Qualified Municipal Court of Record) and Establishing the Town of Holly, Colorado Municipal Court as a Court Not of Record.** Trustee Holdren motioned to approve the first reading of Ordinance No. 541. Seconded by Trustee Swisher. Motion carried 6-0. **Customer Self Generation and Interconnection Policy.** Trustee Holdren motioned to approve the Customer Self Generation and Interconnection Policy. Seconded by Trustee Brian. Motion carried 6-0. **Community Complex and Fire Department Grant Application and Budget.** Trustee Holdren motioned to approve a combination of matching funds and in-kind up to \$100,000 for repairs to the Community Complex, Fire Dept. and Maintenance area. Seconded by Trustee Davis. Motion carried 6-0. **Sealed Bids for Excess Equipment: 1980 Tymco Street Sweeper, 1991 GMC Altec Digger Truck.** Highest bids were 1980 Street Sweeper - \$816, 1991 Digger Truck- \$2500. Trustee Holdren motioned to accept the highest bids received for the excess equipment. Seconded by Trustee Swisher. Motion carried 6-0. **East Lot Bid Discussion.** Discussion in executive session.

Miscellaneous. Event with Use of Town Facilities: Youth 22 Shooting Contest – October 15, 2021. A request for use of Town's facilities, to utilize the burn pit at the landfill to hold a Youth 22 Shooting Contest. Administrator Tanner read the proposed event details and precautions. Trustee Holdren motioned to approve the use of landfill burn pit for the event October 15, 2021. Seconded by Trustee Swisher. Motion carried 6-0. **Event with Use of Town Facilities: Spay & Neuter Clinic November 18-21, 2021, at Holly Fire Dept Building.** Trustee Holdren motioned to approve the use of the Holly Fire Dept. building for the Spay and Neuter clinic event. Seconded by Trustee Ice. Motion carried 6-0.

Executive Session. Trustee Rushton motioned to enter into Executive Session, according to C.R.S. 24-6-402(4)(e) Negotiations at 8:25 p.m. Seconded by Trustee Ice. Motion carried 6-0. Trustee Holdren motioned to exit Executive Session at 8:57 p.m. Seconded by Trustee Davis. Motion carried 6-0.

New Business: East Lot Bid Discussion. Trustee Holdren motioned to release “Invitation to Bid” on the East Property in approximately 60 days, splitting the block in to 4 sellable sections. Seconded by Trustee Ice. Motion carried 6-0.

Adjournment. Trustee Holdren motioned to adjourn at 9:09 p.m.

/s/ Calvin J. Melcher, Mayor

ATTEST:

/s/ Megan Jara, Clerk/Treasurer