

August 4, 2010

Present:

Mayor: Viola Melcher
Trustees: Jill Briggs
Brad Simon
Frank Vazquez
Casey Rushton
David Crossland

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

Mayor Viola Melcher presided over the regular meeting of the Holly Board of Trustees on the above date at 7:00 p.m. Roll was called. Trustee Jerry Jones was absent. All present gave the Pledge of Allegiance.

Additions to Agenda. Old Business D) Change order for Gateway Park Restoration Project.

Minutes, July 6, 2010 Regular Board Meeting. Motion made by David Crossland to approve the minutes of the July 6, 2010 regular board meeting, seconded by Jill Briggs. Motion carried 5-0.

Approval of Current Bills. Subject to approval of the Finance Committee meeting on August 11, 2010. Jill Briggs motioned to approve the bill subject to review by the Finance Committee, seconded by Casey Rushton. Motion carried 5-0.

Notices and Communications. Thank you letter received from the Holly Bluegrass Festival Committee expressing appreciation for the work provided by the Town crew. The crew assisted with the set-up prior to festival and trash removal during the festival.

Public Appearances. None.

Reports, Police Commissioner Report. Report was available for Board to review. **Project Manager Report.** Gateway Park restroom has arrived; concrete work and placement of restroom will be completed soon along with replacement of roof, and exterior sealant applied. The Gateway Park contract with Humrich Construction has 6th amendment for extension of time only. Contract will conclude August 16, 2010. Final grant report has been submitted to Gates Family Foundation. **Crew Report.** Electric underground line at Holly Municipal Airport was repaired after lightning damage. Lamar Light and Power assisted, new conduit laid with line cut-outs on each end. New touch-read water meters were installed on 2nd Street and other locations. Roto-mill to be utilized in alleys is being screened, removing large, unwanted pieces. Mowing completed at west sewer lagoon, followed by weed management application. Replacement of older water line completed at 6th Street and Pawnee. Street repair work accomplished at Shanner School and 7th Street utilizing asphalt donated to Town which remained from Atmos Gas Company repair work. Remodel work completed at Grant McCormick Memorial Ball Park restrooms; hot water heater replaced, wall mounted sinks replaced with pedestals and new stools installed. Signage will be placed noting shower room and Unisex status of restroom. West storage unit has been finished at Ball Park utilizing old well house. **Administrators Report.** CIRSA engaged a third party to appraise Town properties. Administrator requested re-appraisal as discrepancies were revealed upon review. Current appraisals will be used with necessary adjustments made prior to September or October billing of 2011 Property/Casualty Insurance. CAT Generator will undergo maintenance work as scata system is not currently functioning. Lease on CAT loader expires in 2010, Board directed Administrator to pursue other options. **Clerk/Treasurer Report.** Update provided on status of Accounts Receivable in Utility Fund. Final pay request submitted on Gateway Park Restoration Grant. Motion to accept reports as given was made by Casey Rushton, seconded by Frank Vazquez. Motion carried 5-0.

Old or Unfinished Business. **Prowers County Department of Social Services Equipment Loan Agreement.** Points of concern raised by Board upon review of agreement still need to be addressed. Administrator will inform Trustees through e-mail of resolution. **Town of Holly Payroll.** Possibility of Holly Senior and Community Center staff inclusion in Town payroll is being reviewed. **Approve Liquor License Renewal.** Jill Briggs motioned to approve the liquor license renewal for Toni's Restaurant and Lounge, seconded by Casey Rushton. Motion carried with 3 approval votes and 2 opposed. **Change order for Gateway Park Restoration project.** Change order needed to adapt handicap accessibility to restroom facility. \$1750 needed for additional concrete and gravel.

New Business. **Approve 2009 Audit.** Auditor Amanda Brown presented 2009 Audit to Board in July meeting. Upon adequate review motion was received from Brad Simon to approve the audit, seconded by Frank Vazquez. Motion carried 5-0. **Approve Letter of Engagement.** Letter of Engagement for 2011 received from Amanda L. Brown, Certified Public Accountant. Motion to approve received from Casey Rushton, seconded by Frank Vazquez. Motion carried 5-0. **Resolution 2010-5- A Resolution by the Board of Trustees of the Town of Holly, Colorado Supporting the Grant Application for a Mini Grant from the State Board of the Great Outdoors Colorado Trust Fund for the Holly Town Square.** Motion to approve Resolution 2010-5 received from David Crossland, seconded by Brad Simon. Motion carried 5-0.

Miscellaneous. None.

Executive Session. Motion was received from Jill Briggs to enter Executive Session according to C.R.S. 24-6-402 (4) (e) Negotiations and C.R.S. 24-6-402 (4) (f) Personnel, seconded by Casey Rushton at 8:40 p.m. Motion to exit Executive Session made by David Crossland, seconded by Jill Briggs at 9:06 p.m.

Adjournment. Motion to adjourn was made by David Crossland.

/s/ Viola Melcher, Mayor

ATTEST:

/s/ Mary Rushton, Clerk/Treasurer