

August 5, 2015

Present: Mayor: Brad Simon  
Trustees: Larry Sitts  
Anthony Moldenhauer  
Johnnie Lyons  
Jerry Jones

Jerry L'Estrange Town Administrator  
J.W Neal Interim Field Services Supervisor  
Megan Jara Town Clerk/Treasurer  
Cheryl Roup Library Board President

Mayor Brad Simon presided over the regular meeting of the Holly Board of Trustees on the above date at 7:01 p.m. Roll was called. Trustee Frank Vazquez and Trustee Marty Campbell were absent. All present gave the Pledge of Allegiance.

**Additions to the Agenda.** None.

**Minutes, July 1, 2015 Regular Board Meeting Minutes.** Trustee Jones motioned to approve the minutes of the July 1, 2015 Regular Board Meeting, seconded by Trustee Moldenhauer. Motion carried 4-0.

**Approval of Current Bills.** Trustee Moldenhauer motioned to approve current bills subject to review of the Finance Committee on August 13, 2015 at 8:30 a.m., seconded by Trustee Sitts. Motion carried 4-0.

**Notices and Communications.** None.

**Public Appearances.** None.

**Reports. Police Commissioner Report.** Report was available for review and a recap of the Sheriff Committee meeting with Sheriff Sam Zordel was presented to the Trustees. **Crew Report.** Lamar Light and Power assisted with tap-up of the south substation and all transformers on the circuit were checked. Regulators were sent off to be rebuilt for use at a later time. Repaired bad connection at Seuffer's well, and replaced line fuse at Gateway Products. Voltage at Altus was checked and the transformer will need to be upgraded to a 25 volt transformer. Two transformers were placed to spread the load on the west circuit, to resolve the several outages on the south substation. Tree branches at the RV park were trimmed back to help with mowing. Water lines were installed and ground leveled at the open lot next to the theater to prep for pocket park project. Repaired leak at school and North First Avenue after locating leak at a crushed water meter pit. Replaced fire hydrant at Colorado and 3<sup>rd</sup> Street, and repaired fire hydrant for Colorado and 5<sup>th</sup> Street which will be reinstalled. **Administrator Report.** Administrator Jerry L'Estrange discussed the decrease in cash flow due to a company re-collecting sales tax that had been filed in error May 2014. Funds have since been since withdrawn and the company reconciled error through Colorado Department of Revenue Sales Taxation Division. Since locating the leak at the school and North First Avenue remaining repairs are needed at the school football field parking lot. Options were presented to the Board and it was decided a cement professional will be hired to repair the cement openings, and the Town Public Works Department will asphalt the parking lot entrance. Additional cement repair was brought to the Administrator's attention and will be scheduled in conjunction with the school parking lot repair upon confirming all street work is complete at East Colorado near Tasty House. A visit from the Colorado Department of Public Health and Environment's (CDPHE) consultant included; review of the landfill files and procedures, identified steps to complete cell closure, and requested a land survey prior to opening new cell. American Environmental Consulting representative for the Town of Holly was present for CDPHE's visit and will be of assistance in meeting requirements. Trustees agreed to charge the regular monthly

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yard light rate to the Cemetery District once the cemetery lighting project is complete. The District will provide the LED bulb for the yard light. The REDI Water Engineering Project has progressed by finalizing the map for water line layout. Fire Hydrant repairs have been prioritized after notification of inadequate hydrants; the Administrator expressed the importance of a yearly plan to be executed confirming the operation of hydrants and valves. Agreements will be reviewed regarding who executes the annual tests. Jerry L'Estrange presented information he received from a Brownfields Redevelopment Resource training he attended, informing Trustees of possible multiple city combination grants available to abate asbestos in abandon structures. The Administrator is persistent in following up with contacts in regards to the flood plain ordinance to further progress. Upcoming events are; Small City Economics Meeting that Jerry will attend August 13<sup>th</sup>, a final wrap up meeting for the Economic Development grant is projected for October 26<sup>th</sup>, and a LED Lighting Ceremony is scheduled for October 29<sup>th</sup>. **Library Report.** Library Board President Cheryl Roup was available for questions as the library report was reviewed. **Clerk/Treasurer Report.** June's financials were provided in the board packet. A financial summary was reviewed with the Board. Trustee Lyons motioned to approve all reports as given and Trustee Jones seconded. Motion carried 4-0.

**Old or Unfinished Business.** **Affirming Letter of Agreement for 2015's Audit- Amanda Brown.** No public comments therefore approval remained from July meeting. **Finalization of Administrator Work Agreement.** No further arrangements made since appointing Jerry L'Estrange Town Administrator at July meeting.

**New Business.** **Approve Dance License.** Trustees Jones motioned to approve a Dance License for Valentina Contreras on August 8, 2015. Trustee Moldenhauer seconded. Motion carried 4-0.

**ARPA/Town of Holly Mutual Aid Agreement.** A draft copy was provided in the board packets. Jerry L'Estrange assured documentation was for safeguard measures and formalizing the agreement, no changes in operations. **Standardized Payment Policy.** Discussion regarding penalty process and need to adopt a written policy.

**Miscellaneous.** None.

**Adjournment.** Trustee Jones motioned to adjourn at 8:21 p.m.

/s/ Bradley Simon, Mayor

ATTEST:

/s/ Megan Jara, Clerk/Treasurer