

December 3, 2008

Present:

Mayor: W. Bruce Roup
Trustees: Bradley Simon
Shannon Rushton
Frank Vazquez
Casey Rushton
Viola Melcher

Vance Brian Field Services Supervisor
Mary Rushton Town Clerk/Treasurer
Jan White Fisher Project Manager
Jill Briggs Bluegrass Festival committee member
Joe Marble Prowers County Commissioner
Clede Widener Prowers County Commissioner
Gene Millbrand Prowers County Commissioner
Kammie Cathcart HSCC representative

Mayor W. Bruce Roup presided over the regular meeting of the Holly Board of Trustees on the above date at 7:00 p.m. Roll was called. Trustee Michelle Weimer was absent. All present gave the Pledge of Allegiance.

Additions to Agenda. Add G) **New Business.** Appoint new member to Library Board.

Minutes, November 5, 2008 Regular Board meeting. Viola Melcher motioned to approve the minutes of the November 5, 2008 Regular Board meeting, seconded by Casey Rushton. Motion carried 5-0.

Approval of current bills. Subject to final approval of the Finance Committee meeting on Thursday, December 11, 2008. Shannon Rushton motioned to approve the bills, seconded by Frank Vazquez. Motion carried 5-0.

Notices and Communications. Colorado Intergovernmental Risk Sharing Agency sent card thanking Town for renewing policy.

Public Appearances. Jill Briggs represented the Bluegrass Festival Committee. She informed the Board they are interested in holding the Bluegrass Festival in the south end of the Gateway Park again. The park location and shade of the trees were valuable assets for the festivities. Their concern was if it would be ready. The Town foresees the park being accessible for use by the Bluegrass Festival date. The situation of the park will be assessed further and the committee will be notified of the status. **Prowers County Commissioners,** Gene Millbrand, Joe Marble and Clede Widener are reaching out to the communities. They would like the people to know they are available and would like to visit regularly with the Board. The Trustees will decide a schedule and advise the commissioners of it. **Kammie Cathcart,** along with other members of the Holly Senior and Community Center, were present to discuss the desire of the Prowers County Commissioners for the Town to take over the HSCC building expense and upkeep. The pros and cons of this arrangement were discussed and will continue to be assessed further.

Reports. Police Commissioner Report. Report presented to Board for review. **Project Manager Report.** Two sets of preliminary engineering reports presented to the Board for review, one for potable water storage capacity and the other for Holly Gateway Park improvements. The Main Street project continues with curb and gutter cement work. East side work has gone well with necessary changes arising for handicap access. Drainage issues continue to be addressed. Began pulling out sidewalk on west side, slight damage to two properties will be remedied by TLM. Jan White Fisher presented details on grant information. Jan will be pursuing GOCO grant for North Park and also Colorado Tree Grant. She also will move forward on pursuing grant for new water tower. **Crew Report.** Erected fence at ARPA generator with supplies being provided by ARPA and labor provided by Town crew. Clutch replaced in a work pickup and main fuel injector on big bucket truck. Removed light poles and concrete foundation on Main Street. Red light that was atop the old bank building was taken down and given to Holly Historical Society for the Museum. The light was utilized by the Town's police force in previous years. Repaired several dumpsters, put up Christmas banners and greenery in baskets. Noel signs intended to be put up on Hwy 50 were too heavy for existing poles and wire. This problem will be rectified for the next Christmas season. Kilifer used in some alleys. Electric lines rebuilt on 5th street. **Holly Recovery Task Force Report.** All mobile home trailers are ready for transport. The Division of Emergency Management has made arrangements with Colorado Surplus for them to utilize the trailers. Colorado Surplus has found interested parties eager to purchase the trailers and transport to various destinations. **Administrators Report.** Town Administrator Marsha Willhite was absent due to illness. **Clerk/Treasurer Report.** Utility Fund and General Fund presented to the Board. Viola Melcher motioned to approve all reports as given, seconded by Brad Simon. Motion carried 5-0.

Old or Unfinished Business. Applications for Bookkeeper/Accountant position were reviewed. Gary Woodward, Town Accountant has offered to assist with the hiring process. A directive was given by the Board to set a schedule with Mr. Woodward for applicant interviews.

New Business. **Approve employee medical insurance.** Proposed rates for Town submitted by Rocky Mountain Health Plan. Shannon Rushton motioned to approve the proposal, seconded by Viola Melcher. Motion carried 5-0. **Alltel Lease.** Lease proposal submitted to Board for review. Motion to approve the proposed 25 year lease with Alltel was made by Casey Rushton, seconded by Frank Vazquez. Motion carried 5-0. **Approve delay of writing end of year Administrators Report** due to illness of Town Administrator Marsha Willhite. A motion to approve delay was given by Viola Melcher and seconded by Shannon Rushton. Motion carried 5-0. **2009 wage and salary considerations** reviewed by Board. Full time accountant position will be taken off proposed wage scale. Wages for Deputy Clerk position to be set upon approval of applicant. Any employee who serves in the National Guard or Reservists would be paid half salary for two week training purposes per calendar year; job would be held if called for active duty, no salary while active. Casey Rushton moved to accept 2009 wage and salary considerations, seconded by Viola Melcher. Motion carried 4-1. **Employee Christmas gifts.** Viola Melcher motioned to present employees with \$50 worth of Holly dollars, seconded by Frank Vazquez. Motion carried 5-0. **Intent to renew Prowers County Sheriff's Agreement for 2009,** Casey Rushton motioned to notify the Sheriff Department of the Town's intent to renew, seconded by Brad Simon. Motion carried 5-0. **Library Board.** Two board members are resigning, Norma McCormick and Bill Wilson. The remaining board members would like to see one of the Town Trustees fulfill a vacated position. Community member Tammy Daskam has consented to serve on the Board. Viola Melcher moved to appoint Tammy Daskam, seconded by Casey Rushton. Motion carried 5-0. Casey Rushton made a motion to appoint Trustee Melcher to the Library Board at her consent, seconded by Frank Vazquez. Motion carried 5-0.

Miscellaneous. Some dog issues were brought up and addressed.

Executive Session. Viola Melcher motioned, seconded by Casey Rushton for the Board to go into Executive Session at 10:42 p.m. in accordance with C.R.S. 24-6-402(4) (a) Attorney Client privilege. ARPA litigation with Raton discussed. Personnel matter in accordance to C.R.S. 24-6-402 (4) (f) also discussed. Viola Melcher motioned to exit the Executive Session; seconded by Shannon Rushton at 11:08 p.m. Mayor Roup brought the regular meeting back into session.

Adjournment. Viola Melcher motioned to adjourn the meeting at 11:10 p.m.

/s/ W. Bruce Roup, Mayor

ATTEST:

/s/ Mary Rushton, Clerk/Treasurer