

July 1, 2015

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

Jerry L'Estrange Interim Town Administrator
J.W Neal Interim Field Services Supervisor
Megan Jara Town Clerk/Treasurer
Amanda Brown Town Auditor
Manuela Rodriguez Holly Resident

Mayor Brad Simon presided over the regular meeting of the Holly Board of Trustees on the above date at 7:00 p.m. Roll was called. Trustee Frank Vazquez was absent. All present gave the Pledge of Allegiance.

Additions to the Agenda. Public Appearance: Manuela Rodriguez. Crew Report: Light Pole Addition at Cemetery.

Minutes, June 3, 2015 Regular Board Meeting Minutes. Trustee Jones motioned to approve the minutes of the June 3, 2015 Regular Board Meeting, seconded by Trustee Lyons. Motion carried 5-0.

Approval of Current Bills. Trustee Campbell motioned to approve current bills subject to review of the Finance Committee on July 13, 2015 at 8:30 a.m., seconded by Trustee Moldenhauer. Motion carried 5-0.

2014 Audit Report and Review of Financial Statements. Amanda L. Brown, Auditor presented the 2014 Audited Financial Statements to the Board. A clean opinion was presented regarding the 2014 financial statements which detailed the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Holly.

Notices and Communications. Thank you card from Fun Club.

Public Appearances. Holly resident Manuela Rodriguez informed the Trustees she has no request for fowl permit at this time. Reporting the chickens were removed from property after receipt of Required Permit Notification letter.

Reports. Police Commissioner Report. Report was available for review. Clerk was directed to coordinate meeting between Police committee and Sheriff Sam Zordel for later in the month to obtain patrol update and review current procedures. **Crew Report.** Relocated electric service at 221 South 2nd Street for powering new addition. Generator was run briefly due to power outage June 13th during Bluegrass Festival event. Fallen tree damaged electric mast and meter socket at 116 South 10th Street, service was disconnected until resident's electrician makes repairs. Service pole set for T-Mobile. Lamar Light and Power assisted with rewiring meter socket on GP Farms well #3 and increased transformer voltage. Prepared parks for Bluegrass Festival, removed dead tree from south park, and replaced broken sprinklers in north and south park. Ballpark restrooms were snaked on two separate occasions, in which the second instance restroom was also found to be vandalized. Completed chip seal project on Vaughn, 9th, North 10th, Plaza and Buffalo Streets. Pothole repair has been completed at North Main, Cheyenne and 10th, North 10th and Highway 50, 1st and Highway 50, and Park Street connection to Highway 89. The north well was serviced and ran during the water tower inspection. The RV Park required multiple repairs to sewer taps. The dry lagoon was burned and sprayed for weeds. The City of Lamar jetted the sewer main between 1st and 2nd Streets. Mosquito sprayer repaired, weed sprayer serviced, and oil sample sent out for loader at 250 hours. Driver's side mirror

and tool box on 2005 Chevy pickup was replaced, due to damage caused when hit on Highway 50 shoulder. The Holly Cemetery Board's interest to illuminate the newly installed flag poles proposal was presented to the Board by Trustee Campbell, in which addition of a light pole and meter loop would be required. J.W. Neal and Jerry L'Estrange will view the area of the proposed plan and evaluate costs. **Administrator Report.** Jerry L'Estrange recognized employee Candy Plummer for an outstanding accomplishment in management of the loss control program, her dedication in reporting and training to comply with CIRSA requirements rendered the Town achieving a Loss Prevention Award from CIRSA. The chip seal project was completed; it rolled on well and has done well to the lay of the road. Prowers County Road and Bridge will purchase the remaining oil that was leftover from the project. Regarding the equipment disposition; the 1979 John Deere 2240 tractor sale was completed and the chipper sale is still pending. A work plan concept has been initiated in the Public Works Department, allowing for organization by daily planned tasks for the entire week. A general notice for weed control will be issued by letter to property owners in violation. Antencio Engineering has visited the site of proposed railroad crossing drillings in accordance with the REDI Water grant engineering study. The study is expected to be completed by the end of August. Discussion of Municipal Code book revision resulted in directive to Jerry L'Estrange to continue with his review, updating his suggested changes to the code and Trustees will review the Code post amendments. Trustees gave Jerry L'Estrange consent to close the Municipal Landfill Saturday and Sunday through the July 4th 2015 weekend. **Library Report.** None. **Clerk/Treasurer Report.** May's financials were provided in the board packet. A financial summary was reviewed with the Board. Trustee Jones motioned to approve all reports as given and Trustee Moldenhauer seconded. Motion carried 5-0.

Old or Unfinished Business. None.

New Business. Approval of Audit. Trustees Moldenhauer motioned to accept the 2014 audit from Amanda Brown and Trustee Sits seconded. Motion carried 5-0. Trustee Jones motioned to accept 2015 Audit contract with Amanda Brown and seconded by Trustee Sitts. Motion carried 5-0. **Town Policy #35 – Information Security Policy.** Trustee Jones motioned to approve policy #35, Information Security Policy. Seconded by Trustee Moldenhauer. Motion carried 5-0. **Town Policy #36 – Financial Guideline Policy.** Trustee Moldenhauer motioned to accept policy #36, Financial Guideline Policy. Seconded by Trustee Jones. Motion carried 5-0. **Colorado Floodplain Damage Prevention Ordinance.** Jerry L'Estrange provided Trustees with a sample floodplain ordinance to consider for future adoption into ordinance. **Gateway Park – Regulations (Overnight Visitors).** No Ordinance was passed at this time to address Overnight Visitors, and Trustees agreed to unlock the restroom facilities at North Park for the time being.

Miscellaneous. None.

Executive Session. Trustee Jones motioned to enter Executive Session according to C.R.S 24-6-402(4) (f) Personnel, seconded by Trustee Moldenhauer at 9:07 p.m. Motion carried 5-0. Motion to exit Executive Session by Trustee Lyons, seconded by Trustee Jones at 9:23 p.m. Motion carried 5-0. Trustee Jones motioned to extend Jerry L'Estrange's Interim Town Administrator contract through July 2015 and as of August 1st, 2015 Jerry L'Estrange to be appointed as full time Town Administrator til end of 2017.

Adjournment. Trustee Jones motioned to adjourn at 9:25 p.m.

/s/ Brad Simon, Mayor

ATTEST:

/s/ Megan Jara, Clerk/Treasurer