

August 3, 2022

Present:	Mayor:	Larry Sitts
	Trustees:	Blaine Ice
		Vance Brian
		Calvin Melcher
		Rod Swisher
Karen Bailey	Town Resident	
Tammy Swisher	Town Resident	
Ronald Jara	Field Service Supervisor	
Phil Malouff	Town Attorney via "Go to Meeting"	
Michael Tanner	Town Administrator	
Megan Jara	Town Clerk/Treasurer	

Mayor Larry Sitts presided over the regular meeting of the Holly Board of Trustees on the above date at 7:01 p.m. Roll was called. Trustee Casey Rushton and Bill Kissell were absent. All present gave the Pledge of Allegiance.

Additions to the Agenda. Executive Session C.R.S. 24-6-402 (4)(b) Attorney Client Privilege
Executive Session. Trustee Melcher motioned to enter Executive Session according to C.R.S. 24-6-402 (4)(b) Attorney Client Privilege at 7:02 p.m. Seconded by Trustee Swisher. Trustee Melcher motioned to exit Executive Session and return from recess at 8:57 p.m. Seconded by Trustee Swisher. Motion carried 4-0.

Attorney Malouff presented the following motions waiting for a first and second from the Board of Trustees. Attorney stated: A motion to accept Michael Tanner's resignation with end of duties and last day to report being August 4, 2022 and final day of employment August 31, 2022. Trustee Melcher so motioned. Seconded by Trustee Swisher. Motion carried 4-0. A motion that Michael Tanner shall turn in keys and credit cards by August 5, 2022. Trustee Swisher so motioned. Seconded by Trustee Brian. Motion carried 4-0. A motion that Michael Tanner will be paid his regular monthly salary for August 2022, he will earn benefits as would a customary Town employee. After August 31, 2022, he will be paid a six (6) month severance package on a monthly basis, with benefits associated thereof. Trustee Ice so motioned. Seconded by Trustee Melcher. Motion carried 4-0. A motion that the Town Administrator position is vacant, and the Town is accepting applications from in-house employees and candidates until the cut off date of August 20, 2022. Trustee Swisher so motioned. Seconded by Trustee Melcher. Motion carried 4-0. A motion that the position of permanent Town Administrator salary and specifics to employment will be decided in negotiations between the Town and the likely candidate once that decision has been made. Trustee Swisher so motioned. Seconded by Trustee Melcher. Motion carried 4-0. *A motion that Megan Jara will be designated as the Temporary Town Administrator beginning on August 4, 2022, until a permanent Town Administrator is hired. The salary will be assessed based on negotiations of the Town and Jara should be formalized at a later date. Trustee Brian so motioned. Seconded by Trustee Ice. Trustee Swisher spoke, "that at this time Megan Jara cannot make that decision she would like to have 2-3 days before she accepts that position, and after the meeting the Mayor and myself would like to call you in regards to this." The motion and second became withdrawn and followed with:* A motion that Megan Jara is already offered the position but in the event she is unwilling to accept the duties, she will retain her current wages and benefits. Trustee Swisher so motioned. Seconded by Trustee Melcher. Motion carried 4-0. A motion if Megan Jara does not accept the position, then the Mayor will be designated as the temporary Town Administrator and given authority to perform and guide daily task as the Town Administrator with various Trustees to help with him until the Town Administrator is hired. Trustee Swisher so motioned. Seconded by Trustee Melcher. A motion that the

prior agreement with Michael Tanner continues as has been discussed and will be put in place. Trustee Swisher so motioned. Seconded by Trustee Melcher. Motion carried 4-0. A motion that effective tonight terms and conditions of the temporary Town Administrator remain undecided but will be presented to the Board of Trustees. Trustee Swisher so motioned. Seconded by Trustee Melcher. Motion carried 4-0. A motion in any event an arrangement is finalized with Megan Jara and the Board of Trustees as the temporary Town Administrator that will be reduced to writing. Trustee Swisher so motioned. Seconded by Trustee Melcher. Motion carried 4-0.

Minutes, July 13, 2022 Regular Board Meeting Minutes. Trustee Melcher motioned to approve the minutes of the July 13, 2022 Regular Board Meeting. Seconded by Trustee Swisher. Motion carried 4-0.

Approval of Current Bills. Trustee Brian motioned to approve current bills subject to review of the Finance Committee on August 12, 2022 at 8:30 a.m. Seconded by Trustee Swisher. Motion carried 4-0.

Notices and Communications. None.

Public Appearances. Resident Tammy Swisher approached the Board with concern of speeding on Park Street. She counted 12 speeding cars in one night and recently lost a dog when a car passed by at excessive speed. She encouraged the Board to consider reaching out to Granada as Hartman has; she explained Hartman has sought co-patrol service from Granada. Resident Karen Bailey explained the RV camper on the property of the burnt home is for a visiting family member. The family members are assisting her in a remodel of another property.

Reports. Police Commissioner Report. Report was available for review. **Crew Report.** Ronald Jara read the crew report: trouble shot street light on South 6th Street, replaced street light and photo eye on South 6th Street, replaced photo eye on street light in alley between South 5th Street and South 6th Street, July 16th power outage was Lamar East reclosure opened due to high winds from storm, used ARPA generator for a short time, disconnected CT wiring at Vazquez Apparel, bent electrical conduit and installed new weather head and riser at Vazquez Apparel, July 19th power outage was 69 KV line – Tri-State issue, used ARPA and Detroit generators, updated emergency flashlight charging docks to vehicle chargeable plugs, disconnected and pulled electrical meter at 124 South 10th Street, conducted monthly meter readings, changed out lights and ballast at school parking lot, hydrant flushing was completed for all 4 zones, raised water meter pit at 208 South 6th Street and 606 West Park, conducted monthly water testing with Rick Jones, Granada and Hartman picked up chlorine bottles, chlorine delivered by DPC, changed out chlorine bottle at Swimming Pool, turned sprinklers on/off at North and South Parks, Baseball Field and Swimming Pool, repaired water leak in meter pit at 200 South 6th Street, turned water off/on for church at 204 South 5th Street, turned water off and read out at 124 South 10th Street, turned water off/on at 700 Plaza Street, flushed sewer main in alley between North 9th Street and North 10th Street, weed eat around Stop signs, corners and sidewalks, filled pot holes with Rotomill at Park Street, North Main Street and Santa Fe, stop sign verification was completed, made repairs to South 10th Street alley, started repairs to sidewalk and drainage at 207 South Main Street, grind down sidewalk at hotel on South Main Street, grind down street to resolve drainage issue at South Main Street and Cheyenne, cut weeds and grass on infield of Baseball Field, mowed North and South Parks, Baseball Field, Swimming Pool, RV Park, park in front of Depot (done on weekly basis), weed eat at North and South Parks, Baseball Field, Swimming Pool, park in front of Depot, Playground sand boxes (done on weekly basis), John Deere mower blade spindle repaired at John Deere, knocked down and hauled off dead tree in drainage ditch at East Park Street, picked hydraulic oil up and replaced oil in dump trailer, oil change on pressure washer was completed, made repairs to remove a trip hazard on Theater stair well, new glass was installed in Theater door, Vac Truck hood was delivered to Junior Vazquez for fitting adjustment, repaired hose on mosquito sprayer, replaced broken board at water dock. **Administrator Report.** Administrator written reported included: fulfilling the Opioid Settlement Opt-out agreement to forgo direct payment and redirect those funds to the regional program for Prowers County, an ordinance for

rubbish and junk located in the county areas has been developed by the Prowers County Commissioners, letter sent to resident Mr. Bailey regarding large propane tank on property in town limits and reasons for concerns, Craig Somers is proceeding with the design of the new shop/fire dept building 125ft X 60ft. **Clerk/Treasurer's Report.** June's financials were presented. **Library Report.** June's count of patron visits and checked out material was available. Trustee Melcher motioned to approve all reports as given. Trustee Swisher seconded. Motion carried 4-0.

Old or Unfinished Business. None.

New Business. **Auditor Engagement Letter for 2022 Audit.** Trustee Ice motioned to approve engagement of Amanda Brown for the 2022 Audit. Seconded by Trustee Melcher. Motioned carried 4-0. **Approve Liquor License Renewal – Trailside Liquor.** Trustee Swisher motioned to approve liquor license renewal of Trailside Liquor. Seconded by Trustee Melcher. Motion carried 4-0.

Miscellaneous. **Propane Tank Use.** No decision was made. **Street Closure (Main Street-Cheyenne Street to east alley) 9/22-24/2022 Fair Activities.** No objections were made to the request for the street closure.

Adjournment. Trustee Ice motioned to adjourn at 9:35 p.m.

/s/ Larry Sitts, Mayor

ATTEST:

/s/ Megan Jara, Clerk/Treasurer