

May 6, 2020

Present: Mayor: Calvin Melcher  
Trustees: Rod Swisher  
Jacob Holdren  
Corey Stephens  
Joshua Reinert

Michael Tanner Town Administrator  
Megan Jara Town Clerk/Treasurer

Mayor Calvin Melcher was redirected to the Board Chambers to conduct the Executive Session. Trustee Swisher motioned to enter Executive Session according to C.R.S 24-6-402(4)(f) Personnel at 6:45 p.m., seconded by Trustee Reinert. Motion carried 4-0. Motion to exit Executive Session by Trustee Swisher at 6:57 p.m., seconded by Trustee Stephens. Motion carried 4-0.

Mayor Calvin Melcher presided over the regular meeting of the Holly Board of Trustees on the above date at 7:01 p.m. Roll was called. Trustees Anthony Moldenhauer and Larry Sitts were absent. All present gave the Pledge of Allegiance.

**Minutes, April 1, 2020 Regular Board Meeting Minutes.** Stand approved as presented.

**Old or Unfinished Business, Administrator 6-month Assessment.** Trustee Holdren motioned to suspend Administrator Michael Tanner's probationary period, and give a 5% raise. Seconded by Trustee Stephens. Motion carried 4-0.

**Election Results.** Votes received: Mayor: Calvin Melcher 106 votes. Trustee: Rod Swisher 76 votes, Corey Stephens 40 votes, Blaine Ice 97 votes, Vance Brian 87 votes, Zach Davis 58 votes, Casey Rushton 94 votes. Calvin Melcher elected and will serve as Mayor in a two-year term. Blaine Ice, Vance Brian, and Casey Rushton elected and will service as Trustees in a four-year term. Rod Swisher elected and will serve as Trustee in a two-year term (partial term).

**Oath of Office Administered.** Mayor Calvin Melcher, Trustees- Rod Swisher, Vance Brian, Blaine Ice, and Casey Rushton recited the Oath of Office for their position.

**Appointment of Mayor Pro-tempore.** Trustee Holdren nominated to appoint Anthony Moldenhauer due to his experience on the Board. Trustee Brian seconded. Motion carried 5-0.

**Appointment of Finance Committee.** Trustee Holdren nominated to appoint Trustee Blaine Ice and Trustee Vance Brian in addition to the Mayor Calvin Melcher.

**Additions to the Agenda.** New Business E) Water Supply, F) Equipment Inventory List.

**Approval of Current Bills.** Trustee Holdren motioned to approve current bills subject to review of the Finance Committee on May 12, 2020 at 8:30 a.m. Seconded by Trustee Rushton. Motion carried 5-0.

**Notices and Communications.** Trustee Webinar "Effective Governance" 5/20/20 11am – 2pm (Part1) 5/27/20 11am – 2pm (Part 2)

**Public Comment via Phone Conference.**

**Reports. Police Commissioner Report.** Report was available for review. **Crew Report.** Administrator Tanner read through the report: Ground kill at substations, Light Plant, Lift Station, and airport, locates for three new service poles, started exercising water valves and cleaning out valve boxes, reworked water meter pit, had Lamar jet sewer main in alley between Main Street and 5<sup>th</sup> Street twice, looked at sewer jetter truck in Kansas, sprinklers on at parks, received new mower and mowed, started work on sandbox barrier at South Park, worked on replacing pool filter piping, set new pool filter, hauled most of the dumpsters to the landfill for storage, tested siren warning system.

**Administrator Report.** Landfill Operator, Ken Smith will be retiring at the end of May. The Loader Operator opening will be advertised. It was discussed that operating landfill hours could be reduced to 16 hours per week. Sewer Main backup issues, Lamar was called at night to jet it and prevent a backup event. **Clerk/Treasurer's Report.** March's financials were reviewed with the Board. Trustee Holdren motioned to approve all reports as given. Trustee Rushton seconded. Motion carried 5-0.

**New Business. Resolution 2020-5 – A Resolution of the Board of Trustees of the Town of Holly Authorizing the Town of Holly to Redesignate ColoTrust Account Number Co-01-1775-8006 UF-Garbage Truck to UF-Capital Expenditures.** Trustee Holdren motioned to approve Resolution 2020-5 to redesignate ColoTrust UF-Garbage Truck account to UF-Capital Expenditures. Seconded by Trustee Ice. Motion carried 5-0. **Award ARPA/Town of Holly Scholarship.** One application was received. Trustee Holdren motioned to approve the ARPA and Town of Holly Scholarship, a total of \$1000.00, to the one applicant. Seconded by Trustee Ice. Motion carried 5-0. The applicant's name was announced- Jackson Kalma. **Accepting Bids- Pool Gazebo.** Bid specifications were in the board packet. Trustee Holdren motioned to advertise the Pool Gazebo for bids. Seconded by Trustee Swisher. Motion carried 5-0. **Pool Wage Scale.** Trustee motioned to accept the pool wage scale, seconded by Trustee Swisher. Motion carried 5-0. **Water Supply.** Drought conditions leading to water shortages and municipal well issues raised the conversation to encourage residents to conserve water. **Equipment Inventory List.** Administrator Tanner provided an equipment list indicating needed upgrades. Directive was to prioritize needs and create a 5 year capital outlay program. **Miscellaneous. Gateway Park- Tree Removal and Replacement.** Administrator Tanner provided a quote in the amount of \$3,600.00 to have four large trees cut down and the stumps grinded and trimming out dead spots on other trees, as well as haul away. Town of Holly Purchasing Policy authorizes Administrator to acquire goods and or services up to \$5,000.00 and C.R.S 31-15-712 does not apply stating: Public Improvements by contract of \$5,000 or more shall be done by contract to the lowest bidder on open bids after ample advertisement, therefore allowing Administrator procurement authority.

**Adjournment.** Trustee Holdren motioned to adjourn at 8:40 p.m.

/s/ Calvin J. Melcher, Mayor

ATTEST:

/s/ Megan Jara, Clerk/Treasurer