

October 7, 2020

Present: Mayor: Calvin Melcher  
Trustees: Jacob Holdren  
Rod Swisher  
Zach Davis  
Blaine Ice  
Vance Brian

Michael Tanner Town Administrator  
Megan Jara Town Clerk/Treasurer

Mayor Calvin Melcher presided over the regular meeting of the Holly Board of Trustees on the above date at 7:00 p.m. Roll was called. Trustee Casey Rushton was absent. All present gave the Pledge of Allegiance.

**Additions to the Agenda.** New Business F) Food Trailers, G) Spending limits for Town Administrator.

**Minutes, September 2, 2020 Regular Board Meeting Minutes.** Trustee Brian motioned to approve the minutes of the September 2, 2020 Regular Board Meeting Minutes. Seconded by Trustee Swisher. Motion carried 5-0.

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

**Notices and Communications.** Element Engineering Water Project Workshop scheduled for October 22, 2020 at 1:00 p.m.

**Public Appearances.** None.

**Reports.** **Police Commissioner Report.** Report was available for review. **Crew Report.** Administrator Tanner read the report; Replaced bulbs and rewired some lights at the fairground arena, last of the parts for the substation came in and scheduled work with LL&P for October 20<sup>th</sup>, line fuses replaced at the lift station, SD Meyers performed transformer and regulator testing, new water tap at 416 N 6<sup>th</sup> Street residence tap came in off of Park Street, Lamar jetted the plugged main on Highway 89 and performed maintenance jetting in alley between Main Street and 5<sup>th</sup> Street, manhole cover replaced at Porky's after hit by construction company, Park Street asphalted from new water tap, replaced street signs that were stolen, filled potholes on Cliff Street and Pawnee, painted bottom of the pool, fill valve replaced, ordered stairs for pool entry, blower was replaced on pickup #3, loader was serviced by John Deere and turbo service replaced, fair setup and tear down, streets were swept, picnic tables were delivered to Cheyenne Street and tractor pull, North Park bathrooms were winterized, Grasshopper mower had 50-hour service completed. **Administrator Report.** Attended Lamar County Commissioners meeting September 16<sup>th</sup> for special permit regarding the landfill transfer station operations, it was approved. Working on and reviewing ordinances dealing with code enforcement. Budget meetings and training meeting with attorney. Inspected the five dump trucks at Ranchers Supply, due to the condition such as wires cut, no AC, and other repairs needed making a purchase was not considered. **Clerk/Treasurer's Report.** August's financials were reviewed. Trustee Holdren motioned to approve all reports as given. Trustee Davis seconded. Motion carried 5-0.

**Old or Unfinished Business.** None.

**New Business.** **Sheriff's Vehicle Invoice.** Trustee Swisher motioned to approve the Sheriff's Vehicle invoice in the amount of \$36,755.00. Seconded by Trustee Ice. Motion carried 5-0. **Gazebo Bid.** The prior accepted bid from Safehouse Exteriors has not materialized any work and is considered annulled. Ready Roofer provided a bid of \$5,823.82. Trustee Holdren motioned to accept the bid of \$5,823.82

from Ready Roofer for the Gazebo. Seconded by Trustee Ice. Motion carried 5-0. **Proposed Dump Truck Specifications.** Dump truck specifications were included in the board packet for review. The listed specifications were applicable to a dump truck in auction. Administrator Tanner had a diesel mechanic inspect the dump truck, after a satisfactory inspection Tanner placed the winning bid. Trustee Holdren motioned to accept the Dump Truck purchase of \$24,200.00. Seconded by Trustee Ice. Motion carried 5-0. **Fire Department/Complex A/C Unit Bid.** Bid was reviewed and consideration of additional expenses to repair leaking roof were emphasized. Trustee Holdren motioned to table the Fire Department/Complex A/C unit bid until available in budget. Seconded by Trustee Swisher. Motion carried 5-0. **Library Operations – Wages and Software Membership.** Further review and discussion is needed. Administrator Tanner was directed to review impact to Town of Holly's budget and request a business plan from the Library Board to be presented at the November meeting. **Food Trailers.** Health Department regulations and all proper procedures to operate are applicable and will be brought to the owners attention by letter. **Spending limit of the Town Administrator.** Limits had been set at \$5000 in the purchase policy and remains sufficient. Purchases to date have been authorized and within the budget restraints.

**Miscellaneous.** Pittsburg Tank and Tower water tower inspection report was available for review. Public Notice regarding South Well water having maximum contaminate level of radium will be mailed with the utility bills on October 9, 2020.

**Adjournment.** Trustee Holdren motioned to adjourn at 8:08 p.m.

/s/ Calvin J. Melcher, Mayor

ATTEST:

/s/ Megan Jara, Clerk/Treasurer