

**HOLDEN TOWN COUNCIL
REGULAR MEETING
Monday June 20, 2016
Holden Municipal Building
6:00 P. M.**

MINUTES

1. Call to Order

Chairperson Black called the meeting to order at 6:00 P.M.

Members present: Rod Black, Chairperson; Tom Copeland, Vice Chairperson; Ralph McLeod, Councilor; Robert Harvey, Councilor; Paul Amoroso, Councilor.

Others present: Benjamin R.K. Breadmore, Town Manager; Sherry Murray, Treasurer; Ryan Davis, Fire Chief; Chris Greely, Police Chief; Wanda Libbey, Town Clerk; Nathan Hastings; Bruce Dowling, Public Works Director; Lloyd Hopkins, Teresa Montague; Kerry Zimmerman; Bonnie Clark and other members of the public.

2. Pledge of Allegiance

Chairperson Black led the Pledge of Allegiance.

3. Moment of Silence

Chairman Black asked for a moment of silence to reflect on someone or something positive that has touched their lives since we last met.

4. Elect New Council Chairperson and Vice Chairperson

Councilor Amoroso moved, Councilor McLeod seconded; to nominate Rod Black to serve as Chairperson for the coming fiscal year. Vote 4-0-1 in favor. Councilor Black abstained.

Councilor McLeod moved, Councilor Amoroso seconded; to nominate Tom Copeland to serve as Vice Chairperson for the coming fiscal year. Vote 4-0-1 in favor. Councilor Copeland abstained.

5. Public Hearing

A. Addressing Ordinance

Chairman Black opened Public Hearing at 6:02 p.m.

Chairman Black closed Public Hearing at 6:02 p.m.

B. Boards & Committees Ordinance

Chairman Black opened Public Hearing at 6:02 p.m.

Chairman Black closed Public Hearing at 6:02 p.m.

6. Public Comment

There was no Public Comment.

7. Approval of Minutes for May 18, 2016 Regular Town Council Meeting

Councilor McLeod moved, Councilor Copeland seconded; to approve the minutes of the May 18, 2016, Regular Council Meeting. Vote 5-0 in favor.

8. Consent Agenda

A. Financial Warrants

Councilor Copeland moved, Councilor Amoroso seconded; to approve the financial information as noted. Vote 5-0 in favor.

FY 2015/2016 Journal Entry #496 for:	\$ 29,273.82
FY 2015/2016 Journal Entry #534 for:	\$ 38,331.19
FY 2015/2016 Journal Entry #543 for:	\$ 48,688.80
FY 2015/2016 Warrant # 13 for:	\$ 355,824.74
FY 2015/2016 Warrant # 14 for:	\$ 15,681.09

Total: \$ 487,799.64

B. Department Reports

Councilor Amoroso moved, Councilor McLeod seconded; to approve the Department Reports as submitted. Vote 5-0 in favor.

Councilor Harvey congratulated Fire Fighter Ryan Carey and Chief Davis on 2015 AFG grant that the Fire Department was recently awarded.

Chief Davis explained that they will receive \$52,381 in grant money. The grant money will go towards replacing DOT bottles, Mobile Cascade Head and also an Electronic Booster.

C. School Board Update

Councilor Copeland briefed Council on School Board budget meeting that took place on June 1, 2016.

9. Old Business

A. Personnel Policy Approval

Councilor Harvey moved, Councilor McLeod seconded; to approve the updated Town of Holden Personnel Policy as submitted. Vote 5-0 in favor.

B. Sale of Surplus Property

Councilor Copeland moved, Councilor Harvey seconded; to approve the bid for the 2008 Police Cruiser to Mike Berzini for \$551.79 and also allow the Town Manager or his designee to dispose of 1999 Mack RD Plow Truck w/plow and sander, 1993 Central States Custom Cab Fire Engine and the 2001 Ford F-550 Rescue Truck through other listing means in order to maximize the return on equipment and authorize the Town Manager to approve the purchase price. The sale of surplus property to be placed in respective reserve accounts. Vote 5-0 in favor.

10. New Business

A. Mobile Home Park License Renewals

Councilor Amoroso moved, Councilor McLeod seconded; to approve the annual permit to operate a Mobile Home Park for Pine Cone Mobile Home Park, Cedar Haven Mobile Home Park and Holden Mobile Home Park. Councilor McLeod would like to discuss possibly increasing the annual permit fee at a future council meeting. Vote 5-0 in favor.

B. Appointment of Town Officials

Councilor McLeod moved, Councilor Copeland seconded; to approve the list of appointments as submitted. Vote 5-0 in favor. The list of appointees is attached to this document for record purposes.

C. Town Manager Authorization (Annual Delegated Authority by Council)

Councilor Harvey moved, Councilor McLeod seconded; to authorize the Town Manager to act on behalf of the Town Council for the approval and execution of the following documents:

Utility Pole permits, Opening Permits, Local Road Assistance Program Funding, Municipal Quit Claim Deeds and Off Site Liquor Permits. Vote 5-0 in favor.

D. Discuss FY 2016/2017 Road Paving

Councilor Harvey moved, Councilor Copeland seconded; to award paving bid to B & B Paving at a cost of \$251,611.78. In addition All States Asphalt Inc. to be awarded Lambert Road project Double Latex Mod. Chip Seal for ½” and 3/8” for \$6,418.39. For a total paving and chip seal cost of \$258,030.17. The requirement for the bond will be waived for B&B Paving. Vote 5-0 in favor.

E. Cemetery Trust Document

Councilor McLeod moved, Councilor Harvey seconded; to approve the Cemetery Perpetual Care Trust Fund Policy as presented. Vote 5-0 in favor. The Cemetery Perpetual Care Trust Fund Policy is attached to this document for record purposes.

F. Building Updates

Councilor Copeland moved, Councilor McLeod seconded; to authorize the Town Manager to spend up to \$55,000 from Building Reserve account for necessary improvements to the Town Office and Police Department. Vote 5-0 in favor.

G. End of Year Transfers

Councilor Amoroso moved, Councilor Copeland seconded; to approve transferring of funds from the general ledger to the Veteran's Memorial and Old Town Hall reserve accounts on June 30, 2016. Vote 5-0 in favor.

H. Addressing Ordinance

Councilor Harvey moved, Councilor McLeod seconded; to approve Addressing Ordinance as submitted. Vote 5-0 in favor.

I. Boards & Committees Ordinance

Councilor Copeland moved, Councilor Harvey seconded; to approve Board & Committee Ordinance as submitted. Vote 5-0 in favor.

J. Date for Charter Amendment Public Hearing

Councilor McLeod moved, Councilor Amoroso seconded; to set a date of July 18, 2016 for Charter Amendment public hearing. Vote 5-0 in favor

K. Purchase and Sale Agreement for Old Town Hall

Councilor McLeod moved, Councilor Harvey seconded; to authorize the Town Manager to sign the Purchase and Sale Agreement and any revised copy of the document having had legal review with no significant changes for the Old Town Hall on behalf of the Town of Holden. Vote 5-0 in favor.

11. Other Business (By Unanimous Consent)

None

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12. Public Comment

There was no Public Comment.

13. Adjournment

Councilor Copeland moved, Councilor McLeod seconded; to adjourn at 6:27 p.m. Vote 5-0 in favor.

Respectfully Submitted,

Wanda Libbey
Wanda Libbey
Town Clerk

Date Approved: 7/18/2016