

**TOWN OF WILLIAMSBURG
BOARD OF TRUSTEES MEETING
April 4, 2023**

Pledge of Allegiance: Recited

Roll Call by Sheri Moore, Town Clerk

Present – Trustee Stinchcomb, Trustee Cameron, Trustee Esch, Trustee K. Ott, Trustee Winslow, Trustee Krautheim, Mayor Ott

Approval of Minutes:

Monthly Board Meeting minutes from March 7, 2023 (motioned by Trustee K. Ott, seconded by Trustee Esch and approved by all with Trustee Winslow abstaining).

Mayors Report:

I have been working to get all our forms online & available on the website.

Applied with UAACOG mini grant to paint the building. April 26th is final approval and the cost estimate is \$1800, town will pay half with possibility of being even half of that amount. Tom has volunteered to paint & have other people are willing to look at gutters & possibly repair if needed before painting.

Updating the employee handbook & will be sent to CIRSA for review & catch legalities. The last time it was updated was 2009. Then it will be brought back to the board for approval.

Two ordinances have been moved to May's meeting. These are regarding semi-trailers & building permit fees for connex boxes used for storage.

Municipal Court will be held Thursday, April 13th at 2:00 p.m. with Buck Wenzell our judge.

Executive Session: C.R.S. 24-6-402 (f) Personnel; Legal Matters: Motioned by Mayor Ott, seconded by Trustee Stinchcomb. In session 6:40 - 6:52 regarding health situation of one of the employees, no further action required at this time.

Committee Reports:

Maintenance – none

Parks – Trustee Krautheim spoke about the goat head seeds & asked if we could get volunteers to help. Mayor Ott stated that part of the maintenance worker is paid out of parks & to get with Will Lackey to see if he can coordinate some help. Discussed possible work day with providing lunch to volunteers. Trustee Krautheim asked about getting cameras installed due to problems. Trustee Esch mentioned that Florence High School might be a good contact for community service for seniors. Trustee Stinchcomb will reach out to FHS.

Water – Trustee K. Ott said Florence will be replacing the filter system for the Oak Creek Canal for \$142K, this is all an expense covered by Florence. Engineers will be coming out to look at the reservoir near High Meadows.

Planning and Zoning (P&Z) – Three variances reviewed, one was incomplete. We will vote during the unfinished business tonight. One is three cows & one calf on one acre of ground in area that will not be built up anytime soon. Recommendation was to allow them to keep those animals, but if any leave they are not to be replaced and get back down to two. The other variance was for a piece of land on Robbins that is owned by the town. Resident is wanting the town to abandon the piece of property.

Events - Town egg hunt Saturday, April 8th 1:00 p.m. at town hall.

Code Enforcement – Trustee Stinchcomb read code enforcement briefing. Approximately eighty seven code violations YTD and eight summons. Town tour conducted by Tom Hansen on April 1, 2023 with Trustee Cameron, new resident Larry Hall and Mark Stinchcomb.

Next town tour will be conducted by Tom Hansen on May 1, 2023 at 10:00am with Trustee Stinchcomb and Brenda Orth. Brief overview and timeline for "Pride Code".

Treasurer's Report – Read by Trustee Stinchcomb. Motion to approve unpaid bills by Trustee Stinchcomb second Trustee Krautheim approved by all. Automatic lock for \$129 was tabled to repay Mayor Ott until it can be found in the budget.

Town Clerk Report – Sheri Moore thanked the board for being so welcoming and patient as she learns her job. Thanked Brenda Orth for assisting and training, she is a huge asset to the town.

Old & Unfinished Business:

Town of Williamsburg Pride Code Program – Motioned by Trustee Stinchcomb, seconded by Trustee K. Ott. Approved by all.

Ordinance 1 of 2023 Updating Section 1-55 Table of Fees – Motioned by Mayor Ott, seconded by Trustee K. Ott (approved by all but Trustee Krautheim voted No).

Variance to Article 5 Section 7-83(b) to keep more than one animal over 150lbs. Per acre, by Travis Hector 12 Ironhorse Rd. Motioned by Trustee Krautheim, seconded by Trustee Esch. (approved by all).

Variance request from Glenna Knorr 1 Robbins Street requesting the town vacate the easement next to her property. More research needs to be done, moved to Unfinished Business for May 2, 2023 board meeting. Trustee Stinchcomb will reach out to a realtor and bring back results to the board.

Humane Society Contract – Doug Rae (Executive Director with Fremont County Humane Society) spoke and will meet at a later date with Tom Hansen, Trustee Stinchcomb and Trustee K. Ott to go over the town contract since there is none right now.

New or Other Business:

Resolution 5 2023 – Resolution to adopt code book. Motioned by Mayor Ott, seconded by Trustee Winslow (approved by all). Is available online and residents can come in to Town Hall at any time to review.

Employee Handbook - Motioned by Trustee Stinchcomb, seconded by Trustee Esch to add three sick leave days annually for the position of Town Clerk. (approved by all).

City of Florence water rates - Water cost consumptions for 2023. Mayor Ott will sign the contract. Rates as of May will decrease. Mayor Ott will work with Sheri Moore to determine the new debt retirement for Williamsburg as well. Typically our residents pay 5% more than what we are paying from Florence.

Board of Trustee Comments: Trustee Winslow stated we need to keep mindful of the budget & Mayor Ott would like to upload the budget into Quickbooks & have a report line by line to present to the board monthly.

Citizen Submissions (3 minutes):

Kris Webb 11 Needham Pl – Questioning a zero balance for her pasture at 12 Capestrone. Talked about manure spreading & wanted to be in compliance.

Next Board Meeting on Tuesday May 2, 2023 at 6:30pm.