

**TOWN OF WILLIAMSBURG
BOARD OF TRUSTEES MEETING
May 2, 2023**

Pledge of Allegiance: Recited

Roll Call by Sheri Moore, Town Clerk

Present – Trustee Stinchcomb, Trustee Cameron, Trustee Esch, Trustee K. Ott, Trustee Winslow, Mayor Ott. Trustee Krautheim arrived at 6:35 p.m.

Approval of Minutes:

Monthly Board Meeting minutes from April 4, 2023 (motioned by Trustee Stinchcomb, seconded by Trustee K. Ott and approved by all 7-0).

Brandon Harris (Regional Water Treatment Superintendent) handed out a packet and presented it to the Board. He stated our water rights come from the Arkansas River and the Minnequa Mill pump station (Houston street in Florence) is the pump station used the most and the current screen that has been there since 2002 is on its last leg. There are three quotes attached from Parkson (current machine), Franklin & Miller (Canon Systems-Denver) & Aquilatec (Rake tech-custom built to fit). He discussed the quotes, their pros & cons. He is asking the board of Williamsburg to make a written recommendation to the water advisory board for the City of Florence City Council to take into consideration. The entire board all agreed on Aquilatec and will work on the recommendation letter.

Citizen Submissions (3 minutes):

Kris Webb 11 Needham Pl – Thanked Code Enforcement Officer for the town tour ride along on Saturday.

Billy Liberty 16 Wilmont Circle N presented a proposal to the board to consider turning his water back on. The board did not vote at this time on this issue.

Gary Smith spoke on his mothers behalf 3 Cedar Ridge Rd about being intimidated by the code enforcement officer. Mayor Ott will set up a meeting with Tom Hansen, himself and Gary Smith. Also recommended Mr. Smith join the town tour June 1, 2023 with Tom Hansen.

David Lee 10 S Wilmont Circle - Trustee Krautheim spoke on his behalf and he submitted a letter to the board requesting an answer why his road is not being grated.

Committee Reports:

Maintenance – No report, but wanted to say what a hard working job Larry is doing for the town. More signs have been ordered.

Parks – Trustee Krautheim spoke about the park & asked if we could get volunteers to help with a stipend of some sort out of the park fund. Stated we need to paint equipment & clean the porta potties.

Water – Trustee K. Ott said Florence will be doing a feasibility study on the reservoir storage.

Planning and Zoning (P&Z) – Scott Tenbrink of 12 Wilmont Circle was requesting two storage units on the property. P&Z recommended that one unit be allowed to set back from the front of the house. The other unit to be placed in front of the house should not be allowed. Trustee Winslow motioned to approve the P&Z recommendation, this was seconded by Trustee Esch. Passed with a 7-0 vote.

Events - None

Code Enforcement – Next Town Tour is June 1st with Trustee Winslow, Brenda Orth & Gary Smith. The Pride committee has 5 members so far (Tom Hansen, Mark Stinchcomb, Kris Webb, Pam Kraft & Bob Espinoza), still have room for two more to be added.

Treasurer's Report – Read by Trustee Stinchcomb. Motion to approve unpaid bills by Trustee Stinchcomb seconded by Trustee Winslow approved by all.

Town Clerk Report – Sheri Moore requested that the purchase of Microsoft Office Suites subscription be purchased to be able to complete state forms which all use Microsoft to communicate with. Motion by Trustee Stinchcomb and seconded by Trustee Krautheim for the town to purchase an annual subscription of Microsoft Office Suites not to exceed \$150.00 annually. Passed with a 7-0 vote.

Executive Session: C.R.S. 24-6-402 (f) Personnel; Legal Matters: Motioned by Trustee Krautheim, seconded by Trustee Winslow to move the Executive Session to 7:40 p.m. Motioned by Trustee Krautheim, seconded by Trustee Ott to go into Executive Session . In session 7:40 p.m.- 7:56 p.m. Motion by Trustee Stinchcomb that the Town of Williamsburg terminate William Reed in the position of maintenance due to lack of communication, tardiness, and absenteeism without notice. Seconded by Trustee Esch. Motioned passed with all Trustees and Mayor voting YES (7-0).

Old & Unfinished Business:

Purchase automatic door locks for the main door as well as boardroom door. Approval of automatic door lock was motioned by Trustee Krautheim and seconded by Trustee Ott to reimburse Mayor Ott for \$129.00 for main door and to purchase another one for board room door. We were budgeted for \$1000.

New or Other Business:

Ordinance 4 2023 – Dog Licenses, an Ordinance replacing Section 7-102 of the Municipal Code. To change town's dog license fees to be \$20 and to expire when the current rabies vaccination expires. Motioned by Trustee Krautheim, seconded by Trustee Winslow (approved by all).

Past Due Water Bills- Any account to exceed \$300 is to receive a letter to set up a payment plan within 30 days. The additional accounts receive a letter that states the Ordinance and gives them a deadline to comply with the ordinance. Motioned by Trustee Stinchcomb and seconded by Trustee Ott. All voted yes with the exception of Trustee Krautheim who abstained because her account was one over \$300. Any account below \$300 falls under Ordinance 1 of 2022.

Ordinance 2 2023 - Permit Fees-Shipping Containers. Add shipping containers to Ordinance 2 of 2023 for a flat fee of \$75 per permit. Motioned by Trustee Ott, seconded by Trustee Esch (approved by all).

Ordinance 3 2023 - Semi Trailers added to fine table. Where As: There is a need to regulate the parking/storage of semi-trailers and construction vehicles in the Residential areas of the Town of Williamsburg. Therefore: Section 8-22 is added to ARTICLE III CHAPTER 8. The long-term parking of semi-trailers as defined in the Model Traffic Code and/or construction vehicles and equipment is prohibited, except during periods of permitted construction activity and/or deliveries. The owner of any existing semi-trailers or construction vehicles and equipment as of May 2, 2023 will be given until May 2 2024 to remove the units. The existing units will be identified by the Code Enforcement Officer and he will send a letter notifying them of the new code. Motioned by Trustee Stinchcomb, seconded by Trustee Ott (approved by all).

Absent reschedule court fee - If someone provides proof that they are excused from the court date, there is a \$10 rescheduled fee that should be applied. Tabled till next meeting.

Collection agency vs. bench warrant - Currently if someone refuses to come to court, the judge issues a bench warrant. Proposal instead of bench warrant, turn fines over to a collection agency. Motioned by Mayor Ott, seconded by Trustee Winslow (approved by all) that any unpaid fines can be turned over to a collection agency.

Roof Repair - Resident Kennrick Stutzman has volunteered his time to fix the "stop" underside of the roof. Materials will be \$60 and will need some help. UAACOG grant approved to paint the building for \$1800, but have not received paperwork yet. Tom Hansen will get a 50% discount getting the town's expense to only be \$450 at Sherwin Williams. We will need to pay it and send it to UAACOG for reimbursement. Motion to take up to \$600 from General Fund to paint the building and fix the roof. Motioned by Mayor Ott, seconded by Trustee Winslow (approved by all).

Board of Trustee Comments: None

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