

**TOWN OF WILLIAMSBURG**

**BOARD OF TRUSTEES**

**OCTOBER 6, 2020 MEETING MINUTES**

**PLEDGE OF ALLEGIANCE:**

**PRESENT:** Forrest Borre, Steve Ricotta, John Purvis, Joan Borre, Donnita Hawkins, Tom Higgins, Rich Esch .

**Citizens Attending:**

7

**CALL TO ORDER:**

Meeting was called to order at 7:00 p.m by Mayor Forrest

Forrest said that the board needs to decide whether to excuse Tom and Joan for absence last month. Tom was on vacation and Joan forgot. Steve moved to excuse, seconded by John. Motion carries with 2 abstaining Tom and Joan, 1 no (by Donnita for Joan) and 5.5 yes.

**APPROVAL OF PRIOR MINUTES:** Steve moved to approve minutes second by Rich, approved with 7 yes votes.

**EXECUTIVE SESSION: N/A**

**Committee Reports:**

**MAINTENANCE:** Rick's report submitted to each board member, no discussion. (request copy)

**CODE ENFORCEMENT:** Report submitted, Donna was not attendance, due to family event.

**PLANNING & ZONING COMMITTEE:** No meeting.

**WATER:** Donnita and John attended the Regional water meeting. John stated they need to approve the new laws so they may sign the by-laws, it's been going for about two year now. John moved to approve the new revision, seconded by Tom. Motion carries with 7 yes votes.

**MAYOR'S REPORT:** Forrest mentioned that the three towns had met to discuss policing within the towns. No decisions were made and they had decided to request a meeting with the sheriff sometime within the month for better clarification of costs.

**TREASURE REPORT:** (see report) Tom read the report. John moved to pay the bills second by Steve - approved 7 yes votes. Forrest commented that the CWR & Power Development Authority water loan of over 15 thousand dollars will be due and paid at the end of this month, it's due November 1st, we pay this every six months per the loan agreement.

**TOWN CLERK REPORT:** Lucinda corrected the building permit amount from the prior month it was 677,249.29. She had transposed 713,680 it should have been 173,680 in project cost, the fees collected still the same at 8,623. This month there were 35 more permits issued due to the hail storm in July and so far this month there have been 9 issued. Lucinda wanted to know if the trash companies should be notified of the code that states trash pick up should be 7 A.M. Some have been picking up as early 4:00 A.M. Lucinda to send a letter with the code enclosed.

#### **OLD & UNFINISHED BUSINESS:**

**Covid Grant-** Tables have been purchased and floors do fall within the guidelines. Joan made a motion to discuss the grant use and Donnita seconded. Only one bid was submitted and it was only for the conference area. After further discussion John moved to put an ad in the Daily Record for more bids on the Town Hall area due by the 29th, Steve seconded they need more bids. Motion carries 7 yes. Sound system needs a new board for additional mic's. The cost is \$330 plus shipping, Lucinda said she needs approval for anything over \$300. After input and discussion, Forrest made a motion to approve up to \$400, Joan seconded and motion passed with 7 yes votes. Joan thought that vinyl chairs might be easier to sanitize. The board agreed, Lucinda to check cost on about 20 chairs for consideration next month with the floor bids as the grant monies need to be used and completed by December 31.

#### **NEW OR OTHER BUSINESS:**

**Budgets-** Forrest said that everyone should have a draft ready of all 3 years for the November 3rd meeting. The board will schedule a workshop for later in that month. The budget hearing will be before the December meeting. The newly elected board members will be sworn in prior to the hearing and the budget will be voted on by the board during the meeting.

**Resolution 5 of 2015 -** Forrest said that Donna had brought this up at a previous meeting that it is kind of confusing with the current code. After looking at both the best thing to do is to resend it, as he read the resolution he moved to approve and second was by Joan. Approved with 7 yes votes.

**Ordinance 3 of 2020 Cruelty to Animals:** Forrest read and moved to approve, Steve seconded. Ordinance was approved with 7 yes votes.

**Resolution 6 Fine for Cruelty to Animals** -Forrest read made moved to approve seconded by John. After further discussion by the board and citizen input the motion/resolution to approve amended to say “**up to \$300**”, instead of \$300.Forrest thanked those for their comments and called for the vote. Resolution approved with 7 yes votes.

**Consent agenda** – N/A

**BOARD OF TRUSTEE COMMENTS:** Donnita announced that Florence would be doing a tour of the water treatment plant, meeting at Florence Town Hall on October 9 at 9 A.M. it will include lunch as well.

John said that there is a gully along the road edge of Churchill needing large rock, to prevent someone from an accident.

Lucinda mentioned that she would get guidance from the town attorney about the retention resolutions.

**CITIZENS SUBMISSIONS/COMMENTS:** Betty Morris addressed the board about the Women Club plans for Halloween during the covid-19. She provided the board with copies of the event following all health and safety guidelines. It will be a drive through event on Saturday, October 31st at 4 to 6 P.M.

**Next Scheduled meeting:** November 3, 2020; 7:00pm

**Adjournment:** 8:55 pm.