

**TOWN OF WILLIAMSBURG  
BOARD OF TRUSTEES MEETING  
FEBRUARY 1, 2022**

**PLEDGE OF ALLEGIANCE**

**Roll Call**

**PRESENT:** Jerry Farringer, Philip Ott, Alberta Winslow, John Purvis, Robin Stinchcomb. Joan Borre, Karen Ott.

**Citizens Attending:** 5

**CALL TO ORDER:**

Meeting was called to order at 6:30 p.m

**APPROVAL OF PRIOR MINUTES:** Jerry Moved to approve minutes second by Alberta, motion carried with 7 yes.

**MAYOR'S REPORT:** Jerry's read his report(attach)

**EXECUTIVE SESSION:** N/A

**MAINTENANCE:** No report

**PARKS:** No report

**PLANNING & ZONING COMMITTEE:** No report

**CODE ENFORCEMENT:** Jennifer submitted a brief written report.

**EVENTS:** No report

**TREASURE REPORT:** (see report) Read from bank reconciliation reports comparison with current month quickbooks register by account by John, and he moved to pay the bills second by Alberta, approved 7 yes votes.

**TOWN CLERK REPORT:** Lucinda said that Rich had read the meters, and has provided email with an estimate for radio readers, as an improvement to the water infrastructure for upgrading and time saving. CIRSA 2021 WC Audit is ready to be sent and is due February 22. Black Hill energy needs certification of the franchise agreement for the town and will send it off if it is ok (okayed).

**OLD & UNFINISHED BUSINESS:**

**Resolution for signing authority-** Robin said she thought it would be redundant, the code states it well enough, that the mayor has signing authority.

**Personnel Plan-** New Hire, Will Lakey from coal creek would be willing to oversee water and keep the town state compliant, do OJT for \$125 every other week and 16.00/HR for hours logged. The board discussed and would like Will to be present at the March 1 meeting. The board voted 7 yes to hire. Alberta mentioned that Scott Allen Reed said he was willing to work and learn water for operator license. If he is interested he should be at the March 1 meeting.

**McMullen Variance-** Letter was submitted in the drop box just prior to meeting. Ask for his presence at the March meeting. Request a detailed list of improvements and set possible compliance items. Variance approved for 90 days, roll call was unanimous.

**Benker Variance-** submitted for review and variance is approved for the next 90 days with a yes vote of 7.

**CONSENT AGENDA-** N/A

**NEW OR OTHER BUSINESS:**

**Paving Bids-** PMS- Chuck Murphy was the only submission for reconsideration. Thank you John for finally being able to talk with someone. The bid was approved with 7 yes votes with work to be completed by May 1, 2022.

**RFP culverts & Stormdrainage(bridge)-ARP grant funds-** It is marked on page 9 of the treasury report of items approved for use under construction roads & infrastructure.

**BOARD OF TRUSTEE COMMENTS:** Philip moved to move the grant funds to a money market account at Rocky mountain bank and trust. Joan seconded and motion carried with 7 yes votes.

Joan noticed the grading of Chandler and rocks being removed from within the roadway and wanted to say thank you, much appreciated.

**CITIZENS SUBMISSIONS/COMMENTS:**

**Next Scheduled meeting:** March 1, 2022; 6:30 pm.

**Adjournment:** 8:02 pm



