

**TOWN OF WILLIAMSBURG
BOARD OF TRUSTEES MEETING
APRIL 5, 2022**

PLEDGE OF ALLEGIANCE

Roll Call

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

Citizens Attending: 6

CALL TO ORDER:

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

APPROVAL OF PRIOR MINUTES: Jerry Moved to approve minutes of the regular monthly meeting on March 1, 2022 second by John, motion carried with 7 yes. Jerry moved to approve the special meeting minutes of March 15 & 23, 2022 as submitted. John seconded the motion minutes are approved with 5 yes and 2 abstaining on March 15 (Alberta & Joan), March 23 6 yes and 1 abstain (Joan). Minutes for March approved.

MAYOR'S REPORT: Jerry read his report (additional attachment) Jerry mentioned the electronics recycling at Pathfinder park on April 9, Tv's will be \$25 and all others will be free. He thanked John for helping to get things done and reestablishing communication for the intersection, Thank You.

Jerry read a written complaint about cows out at 5 Pikeview again, Mr Stallings will be in municipal court on the 12th of this month and should be fined for each cow and each incident.

EXECUTIVE SESSION: C.R.S 24-6-402 4(f) Personnel- Jerry moved to recess at 6:37 pm, second was by John; back session at 6:44 pm. Jerry stated that they discussed personnel and Philip moved to raise the maintenance hourly pay by \$1.00 effective 1 April. Seconded by Jerry and raise is approved with 7 yes.

MAINTENANCE: No report

PARKS: No report

PLANNING & ZONING COMMITTEE: Meet regarding vacating a lot line request. Kevin submitted a report and Jerry stated it is on the agenda under new business for discussion.

Water: John said they discussed water shares at the regional meeting primarily for Coal Creek and Rockvale for adjudication and that they probably would not be selling any more shares at this time due to that. The regional water committee will be meeting every month now to discuss matters further. John mentioned that there has been fewer built and that Florence charges \$7,200 for water taps, it may be time to look at that and make some adjustments. Jerry said that it was on the agenda for discussion.

CODE ENFORCEMENT: Jennifer issued another summons for J. Stallings and court will be April 12th. She gave a report regarding parked cars on the roadways and stated that the Liberty issue at 16 Wilmont Circle N has only gotten worse in the last month, no progress and have added to the amount of cars there, it will be in court this month as well. Jerry said that if there were vehicles parked on the roadways from now on just call the sheriff and have them towed at the owners expense.

EVENTS: Alberta reported the event committee will meet for lunch and prepare for Easter on April 12th at 11:00 am and all are welcome to join them. They will hold the Easter event April 16th at 11:00 am, for the kids in the town.

TREASURE REPORT: (see report) Read by John, and made mention of the treasurer report being changed to a spreadsheet for next month as Robin and Philip had asked. John mentioned that there would be some adjustments to the water account this month due to issues and nsf's with the pay port payments in February and March, he moved to pay the bills second by Jerry, approved 7 yes votes.

TOWN CLERK REPORT: Lucinda told the board that the Highway users finance audit report for 2021 is in and due in June. She will be working on that to get it submitted this month. She said that she had an hour of training on the general ledger with USTI, the new software and that they only train an hour at a time. That said it will take some time to get things to the point of going live. Once the software goes live the residents will have the opportunity to sign up for e-billing on the website and also be able to pay through a link on the website, however that is still several months out, so the quick books will need to be renewed for another year. Lucinda asked the board to consider either closing the office the first Monday of the month or consider moving the meeting to another day as time constraints for meeting preparations. Philip moved to

close the office the 2nd of May for a test run and to allow the board time to consider and discuss further. Seconded by Jerry and motion carried with 7 voting yes.

OLD & UNFINISHED BUSINESS:

IRS 2010 mitigation and reconciliation- Philip moved to just pay the late fee on the refunded monies, enough time has been spent regarding this issue over the years. Jerry seconded the motion after roll call the vote for payment was approved with 5 yes and 2 no votes by Robin and Joan.

ARP Project Priority/Budget- John moved that the town open a money market account at Rocky Mountain Bank and Trust in Florence for the ARP Grant with board signers on the account to be Philip Ott , Jerry Farringer and John Purvis. He said that it would be at .1% and allow the town to write up to 6 checks a month. Jerry seconded, roll call vote was unanimous with 7 yes.

Jerry proposed a draft for the ARP and suggested that they adjust the radio reads for meters section and take that out of the systems development or address that at a later date. Due to the increase in the road paving project as the square footage came up higher than originally bid. Jerry moved to use the monies originally budgeted for the roadway and the drafted amount for the radio reads to get the intersection done. Seconded by Alberta and monies approved with 7 yes votes. Jerry will address in a resolution/letter for budget items to the state for next month. Jerry said that there will be another payment/deposit of \$89,000 issued in August, so the board really needs to consider and approve a budget and priorities for 2022 and 2023.

Broadband Project - Jerry said that it would initially cost \$7,000 for each entity and they could use the ARP funds. The project would involve Coal Creek, Rockvale and Williamsburg. Philip said SilverCliffe, Westcliffe and Custer County hired an internet service and they would be the owner of the network. It will get the right to the door of the residence that chooses to have the service, the town would have nothing to do with it unless they do a franchise agreement. Canon City is looking at a similar project. It would be about \$60/300mgb. Need to consider the copy of an IGA to start within the next 6 weeks or so, set on next month's agenda under old business.

CONSENT AGENDA- N/A

NEW OR OTHER BUSINESS:

Family Leave Act- Jerry said that each employee and board member has received a copy of the option to opt in or out. He read the Ordinance for the town to opt out and mentioned that the employees can still opt in if they choose. He moved to approve the ordinance and it was seconded by Alberta and the ordinance was approved with 7 voting yes.

Postage- Starting July 1 and every six months thereafter all postage with USPS will increase, so need to consider additional cost for billing, budgeting and whether to purchase additional before the increase. Jerry purchased 2 rolls of first class for \$98 a savings of \$18. In the unpaid bills notice the postage is for \$360 that is water billing postage for about 3 months for consideration. The town now has 303 taps, three of them are the town hall, town park and town shop of which Florence does not bill us for as a municipality but we need to use metering for consumption and rate of loss calculations.

Ordinance for water fees- Jerry drafted an Ordinance for board consideration and input. Jerry read the ordinance and John felt that the system development fee needed to be higher and that Florence has been charging \$7,200 for a tap within town limits for a few years now. Lucinda addressed #3 refunds, the tap fee can not be refunded the town will lose money because once regional has received the 51% for the tap it is not refundable. Philip said that the existing code/table would need to be rescinded or modified. Jerry said he would take a look at that and the board should think about what they want to do about an increase and system development portion of tap fee's understanding that the labor and materials would be at the time of installation according to current costs.

Modification of 2022 budget- N/a TBD next meeting with current allocation of the ARP funds and budget. Budget with Resolution for 2022 budget adjustments to notify the state.

Variance - Jerry moved to approve vacating the lot line at 3 Benson in agreement with the Planning and Zoning recommendation report by Kevin Borre. John seconded and it was approved with all 7 members voting yes.

Clothing- Lucinda asked the board to consider class #2 vest as recommended by CIRSA. Will needs a pair of waders and they all need a couple of shirts to identify them as town employees. Robin moved to provide reflective vest, shirts and waders up to \$1,000 for Jennifer, Will and William. Joan seconded and motion carried with 7 yes votes. Lucinda asked what funds the costs should come from and was to address some from each fund accordingly: streets, water and general.

BOARD OF TRUSTEE COMMENTS: Robin wanted to address the train wreck the water tie in over the weekend created on Pikeview and since there is no grader could use a front end loader to do something. Philip said he would talk

with Williams to see about getting something done. Robin said that even just a one car path would work can't we use the road millings.

Robins is ready to work on a roadway grant through C-Dot thinks with several modes of transportation like bicycles and walking it would qualify for a bike lane on both sides of Central as a means to town and back for all three towns and all ages of mobility. She just needs a couple of people to help her with the grant writing. Lucinda offered background and fact finding work such as getting measurements and getting various estimates. Robins said they submit on Wednesdays and would receive a response the following Wednesday, it is a 4 part and 4 question grant with 10 % matching funds of up to 150,000 dollars available. Philip said that with the additional \$89 thousand ARP grant coming in the fall they would have the 10% matching out of it.

Jerry moved for adjournment Alberta seconded all responded AYE.

CITIZENS SUBMISSIONS/COMMENTS: Complaints were addressed under the mayor report, no other submissions.

Next Scheduled meeting: May 3, 2022; 6:30 pm.

Adjournment: 8:30 pm

