

**TOWN OF WILLIAMSBURG
BOARD OF TRUSTEES MEETING
AUGUST 2, 2022**

PLEDGE OF ALLEGIANCE

Roll Call

PRESENT: John Purvis, Philip Ott, Alberta Winslow, Robin Stinchcomb, Karen Ott. Joan Borre was absent.

Citizens Attending:

CALL TO ORDER:

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

APPROVAL OF PRIOR MINUTES: Jerry moved to approve minutes of July 5, 2022, second by John and are approved with 6 yes votes.

MAYOR'S REPORT: Jerry read report see attached.

EXECUTIVE SESSION: C.R.S. 24-6-402(f) Personnel matters- Jerry moved to recess at 6:35 pm, seconded by Alberta to discuss Code Enforcement. Back in session at 6:41 pm Jerry said they discussed hiring Tom Hansen for the position. John moved to hire Tom at \$350/mth and \$20/mth phone. Jerry seconded and the roll call passed unanimously with 6 yes votes.

MAINTENANCE: William submitted a report by email.

PARKS:

PLANNING & ZONING COMMITTEE: No meeting

Water: John said that the Regional board has been meeting more often. The board has been looking at water tap allocation and RV Parks and subdivisions, being more selective as to how the taps should be utilized.

CODE ENFORCEMENT: John submitted a written report.

EVENTS: The Bizarre in July they made \$130 on space rentals and are considering ideas for more fundraising for kids Christmas, maybe a Town Yard Sale.

TREASURE REPORT: (see report) Read by John, and he moved to pay the bills second by Jerry, approved 6 yes votes.

TOWN CLERK REPORT: Lucinda said that the local sign company would be more advantageous for the town as it would save shipping costs which can be up to \$150 for an average order. The budgets will need to be amended at this time the sign costs are higher than the budgeted amount. The new software presents a problem with payroll and updates as well as monthly payroll taxes and quarterly filing, that is currently done electronically as mandated by the IRS with EFTPS, the software uses ACH with the bank. Lucinda requested that the board set an amount to clean up the Town Park, so that it can be put out for bids to get it caught up. Steve Turner has mowed it twice now with his industrial mower to help out. Philip moved to appropriate the \$1,000 he put in the park budget for the park clean up for equipment and materials to include any labor. Jerry seconded and John mentioned that a brush hog could be rented from Canon Rental for \$200. After further discussion roll call approved the motion with 6 yes votes. Jerry said a big Thank You to Steve Turner for all the help.

OLD & UNFINISHED BUSINESS:

Signs- Jerry moved to go with Roadside since it is cheaper and local, Karen seconded and the motion passed 6 yes.

Request for Purchase -Offer submitted for \$1000 to purchase a small parcel that is between the land to build a new home and Quincy, they would like to have the new home facing the roadway and that would enable them to put in a driveway for accessing off the roadway. Jerry moved to accept the offer and they would have to cover legal and recording fees. Philip seconded and the purchase was approved 6 yes votes.

CONSENT AGENDA- N/A

NEW OR OTHER BUSINESS:

Ammed 2022 Budget-ARP/Street Fund- Allocations - Jerry moved to move \$13,400 to street fund to cover the cost of the grader repair from the ARP Grant fund which he put into the modification of the 2022 budget to submit to the state. John seconded with further discussion on the modification and draft for 2023the budget and grader repair was approved with 6 yes votes.

Sky light repair - Jerry moved to approve the estimate for the skylights to be sealed with protective sealant since the last storm they are leaking. John seconded, approved with 6 voting yes.

Finance Software- Given the payroll updates and tax payments ach, Jerry moved to not renew and request a partial refund. Seconded by John after further discussion moved to discontinue at this time with 6 yes votes.

Job Descriptions - info and comments- Review and have comments for next month's meeting.

Responsible parties- Tap installation- Philip submitted information to the board for consideration of administrative charges for water tap installations and associated cost. The builder will have the choice of paying the town, using private sector or other means to get the water tap installed, they must get it within 2 feet of the main, he moved to approve the policy and it was seconded by Jerry. New installation policy and charges are approved with 6 voting yes.

Ironhorse storm drainage- John and Philip measured both sides of the ditch which over time have filled in; the other blockage has been removed and the plat map shows a 5 foot easement on either side of the drainage. Karen asked why it had to be at the town's cost since it is drainage through property lines to the creek. No decision was made.

Oak Creek - RipRap Repair Bids- John moved to use the ARP grant monies for flood control, seconded by Robin to approve the bid submitted for \$8,300 to John Ardrey. Approved with 6 yes.

BOARD OF TRUSTEE COMMENTS:

CITIZENS SUBMISSIONS/COMMENTS: Brent Lange from Chandler Heights wanted to know what the maintenance plan is for county road 79. Jerry stated that there really isn't one right now as the town is at the mercies of moisture. David Douglas also from Chandler Heights wanted to know what kind of priority is set. Philip said that they would take a look at priorities since just about every road is in need.

Jerry asked if the board wanted to postpone the September meeting to next week due to labor day. Jerry moved to set the meeting for the 13th at 6:30 pm seconded by Robin and the motion carried with 6 yes votes. The board will meet on September 6 at 6:00 pm to approve the unpaid bills for September to avoid late fees.

Next Scheduled meeting: September 6, 2022; 6:00 pm.

Next Regular Meeting : September 13, 2022 at 6:30 pm

Adjournment:8:21 pm