

**TOWN OF WILLIAMSBURG
BOARD OF TRUSTEES MEETING
OCTOBER 4, 2022**

PLEDGE OF ALLEGIANCE

Roll Call

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

Citizens Attending: 2

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, second by Karen and were approved with 5 yes votes.

MAYOR'S REPORT: Jerry no report nothing tops a Yak attack.

EXECUTIVE SESSION: C.R.S. 24-6-402(f) Personnel matters- Jerry said they discussed some maintenance issues to be addressed later and discussed the hiring of Town Manager for 10-15 hours a week and a job description to follow. Position is to be advertised in daily record and shopper. Second by Joan and it is approved with 5 yes votes. Philip moved to give Tom Hansen a raise to \$500 a month for code enforcement. Seconded by Joan and approved with 5 yes votes. Robin moved to reduce Williams to 16 hours a week for maintenance and his hours should be Monday-Thursday 10:00 AM-2:00 PM. Joan seconded the motion that was approved with unanimous vote.

MAINTENANCE: No report submitted. **PARKS:** No report.

PLANNING & ZONING COMMITTEE: Kevin submitted report - two requests for variance, no one in attendance.

Water: Jerry read a report submitted by John. (attachment)

CODE ENFORCEMENT: Tom submitted a written report. The board discussed a few matters regarding code violations with high level issues at 1401 Churchill. The board addressed the codes regarding variances for campers- the code does not allow for two residences on any property. Tom will notify those who submitted variances for this. Tom addressed the lack of law enforcement support and it is a problem that needs to be addressed. After further discussion, Jerry was asked as Mayor to write a letter to the Fremont County Commissioners regarding the matter and mail out as soon as possible, then possibly another to CBI as Tom suggested.

EVENTS: October Bizarre and Halloween candy for kids will be done on the 31st, noted on water bills.

TREASURE REPORT: (see report) Read by Jerry and he moved to pay the bills second by Joan, approved 5 yes votes.

TOWN CLERK REPORT: Lucinda said The Severance and Mineral Lease tax had been deposited into the street fund by the state at some point the board may want to move it to the General Fund, since it is a tax and should be in the general fund. Lucinda said Richard Allen asked the board to consider a box cutter attachment to use on the roads to help maintenance and save on the blades for the grader. He said it would pick up the material and put it back down sort of like a rake.

OLD & UNFINISHED BUSINESS:

Broadband- Philip said the firm wants to continue the project at a reduced price of \$3,250 with grant approval reimbursement, if there is no approval it will be a loss, Williamsburg and Coal Creek are the only towns participating. Philip moved to move forward with the IGA agreement from Coal Creek for the project at the reduced rate to come from the ARP grant funds (if the town attorney approves the IGA). Jerry seconded and asked if all were in favor, all in attendance responded with AYE.

Job Descriptions - Jerry moved to approve the job descriptions for all positions except Town Clerk (re-edit) and the Town Manager (need to be written). Karen seconded the motion job descriptions approved. Jerry will fix the town clerk description and write a draft for the newly created position.

Ironhorse storm drainage - Philip said that he had taken a lengthy review at the plat map and the municipal court documents; there is no solution and no money for it regarding the town, it has been a legal matter in the past and should not be discussed any further.

2023 Budget- Workshop set for October 11, 2022 at 6:30pm.

Coal Creek & Williamsburg IGA- maintenance and equipment town sharing IGA waiting for Dan Slaters input.

NEW OR OTHER BUSINESS:

Ordinances for payment of bills - Jerry read and so moved with reference to Sec 2-133 and expenditures payment, Joan seconded draft was discussed it will be edited for more precise instruction/ input and put over for next month. Motions were withdrawn.

2023 Treasurer - Philip addressed that there will be a new board, new mayor and new treasurer. He said that there hadn't been one in ten years. Jerry said there was one done in 2016, on everything by a firm out of Denver and it cost almost \$8,000 not sure how much it would be now six year later. Lucinda said the auditor was Holsher and Maybery. Philip is thinking he wants a clean set of books and the board should look at doing a budget for a full audit. Joan asked why things are not balancing every month? She said the cost for an audit is expensive and for the town size and budget, she thought the money would be better spent on law enforcement or the roads. Budget workshop for further input.

CONSENT AGENDA- N/A

BOARD OF TRUSTEE COMMENTS: Robin asked about the box cutter and what it would actually do or cost. Lucinda said she would try to find more information.

Philip said this building is ugly and he wanted to know if there were any board members that would be willing to help paint. He had talked to Tom about putting together some volunteers. Jerry asked what color going to paint it and Joan asked how much do you think it will cost, paint is expensive.

David Douglas of Chandler Heights said that city rd 79 had been graded Sunday, thank you for doing it and holding up to your word. It was good and appreciated, however they stopped at the Auckland entrance and the town limit is to the hill so it is still a little ruff and wanted to make them aware. Jerry said that Rich Esch volunteered and did it, he is here now so now he knows.

Lucinda asked that the board further consider holiday pay for those who do not work scheduled hours. Jerry presented it in a draft and nothing was decided. She said that she had given Brenda and Will 3 hours of pay for the previous holiday, so if that needs to be rectified let her know, it is her fault and will be responsible. Regardless, moving forward a board decision needs to be made for direction and affected employees to be informed.

CITIZENS SUBMISSIONS/COMMENTS:

Next Regular Meeting : November 1, 2022 at 6:30 pm

Adjournment: 8:14 pm