



TOWN OF WILLIAMSBURG

BOARD OF TRUSTEE MINUTES

Tuesday, October 21, 2025, 6:15 pm
Board Chambers, 1 John Street, Williamsburg, CO

Citizen Written Submissions (5 minutes) Robert Siedentopf Before the meeting started, Mr. Siedentopf was presented with the attorney's communication that it was not the town's responsibility to obtain ditch ownership nor maintenance at 28 Ironhorse. Mr. Siedentopf also informed the board he found his check for his water payment. He left the premises before the meeting started.

The meeting was called to order at 6:15 pm

The pledge of allegiance was led by Mayor Joelina Espinoza.

Roll Call

	Present	Absent
Trustee Jodi Davis	X	
Trustee Donnell Farnum	X	
Trustee Kristina Graham-Webb	X	
Trustee Donna Krautheim	X	
Trustee Steve Harrison	X	
Mayor Pro Tem Brian Dreitz	X	
Mayor Joeliina Espinoza	X	

Also Present: Ashley Smith Town Clerk and Dan Wagner Streets and Maintenance

Citizen Comments on Agenda Items only (3 minutes): If you wish to address the Town Board, please sign up on the sign up on the sheet available by the meeting room door and submit it to the Town Clerk prior to the meeting being called to order. **None.**

1. Approval of the Agenda and Consent Agenda:

Consent Agenda: All matters listed on the Consent Agenda are considered routine and will be approved with one motion. Documents are approved substantially as drafted. There will be no separate discussion of these items unless a Board of Trustee Member or citizen so requests, in which case the items may be removed from the Consent Agenda and considered separately, at the discretion of the Board of Trustees.

- a. Approve the Board of Trustee Meeting minutes for September 16, 2025 and Special Board Meeting Minutes for October 3, 2025.
- b. Receive and file town report and accounts payable disbursements for September 2025.
- c. Authorize purchase of 500 Harland Checks for the General Fund for \$265.00.
- d. Authorize purchase of 500 Harland Checks for the Street Fund for \$265.00.
- e. Authorize purchase of 16 rolls of postage stamps for water billing from USPS for \$976 from the Water Fund.

- f. Authorize purchase of 7 bags of asphalt for patching potholes for \$126 from Florence Ace Hardware from the Street Fund.
- g. Authorize purchase of 5 bags of cement to modify ditch crossing on Needham for \$35 from Home Depot.
- h. Authorize purchase of materials for oil change and transmission fluid change for the Chevy for \$140 from O'Reilly.
- i. Authorize purchase of a Town of Williamsburg Code Enforcement Shirt with logo for \$25 plus shipping from logosportswear.com
- j. Authorise purchase for custom Town of Williamsburg Code Enforcement Safety vest for \$30 plus shipping from logosportswear.com.
- k. Authorize payment to CIRSA quarterly worker's compensation coverage for \$536.77 from the General Fund.
- l. Authorize payment to CIRSA quarterly property insurance for \$1,274.76 from the General Fund.
- m. Retroactively authorize purchase of unleaded and diesel fuel to fill tanks at shop from Acorn Petroleum for \$746.14.
- n. Authorize Mayor's signature for Colorado Division of Reclamation, Mining and Safety consent for right of entry for reclamation activities.

MOTION: On motion by Jodi Davis and second by Trustee Farnum to approve the agenda and consent agenda.

Topic discussed. Motion Passed.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis	X		X		
Trustee Donnell Farnum		X	X		
Trustee Kristina Graham-Webb			X		
Trustee Donna Krautheim			X		
Trustee Steve Harrison			X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

2. Reports

- a. **Treasurer Report:** Receive and file the Treasurer's Report and Monthly Budget Report for September 2025. The Treasurer advised the Town Clerk that routine, budgeted purchases under \$500 do not require inclusion on the consent agenda for authorization. The Town Clerk will prepare a resolution for Board consideration to formalize this procedure.

MOTION: On motion by Donna Krautheim and second by Trustee Steve Harrison to accept the Treasurer's report.

Topic discussed. Motion Passed.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis			X		
Trustee Donnell Farnum			X		
Trustee Kristina Graham-Webb			X		
Trustee Donna Krautheim	X		X		
Trustee Steve Harrison		X	X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

- b. **HR Report.** Trustee Kris Graham-Webb reported they will put a feeler out in January to fill the Town Clerk position and the office will pay more bills \$500 and under by ACH instead of by checks. Checks over \$500 will still require two authorized signatures, payroll will have the option to be paid by ACH, and all ACH transactions are encouraged to be reviewed.
- c. **Matters from the Mayor and Board of Trustees:** The Mayor reported that September's Care and Share numbers were down. There won't be turkeys at the November Care and Share. Martin Marietta is looking into donating barriers to stop traffic on the easement road on Ironhorse running along the RR. Thanks was expressed to the Community Clean Up crew Volunteers for their work October 18 & 19.
- d. Town updates from **Code Enforcement:** The new code enforcement officer was not invited to attend. Mr. McCormick did not attend the meeting with his fireworks complaint. **Streets:** Dan put warning signs up at the Wilmont Circle culvert dip Dan reported that there is too much liability to put school bus stop signs and crosswalks in town. The Road Sign Co. has never made "obey bus stop traffic law signs" to put in town entrances. Trustee Harrison will watch the situation and the Board will wait to make a decision. **Park:** The Mayor is scheduling bids for Xeriscaping at Town Park. **Water:** None. **Town Clerk:** Ashley invited the board to tour the Florence water plant and advised the Severance Tax from the State of Colorado came in at a shortfall of over \$5,300 which the Street budget must accommodate for. **Planning & Zoning:** None. **Special Events:** The Women's Club are giving away turkey dinner boxes.

3. PUBLIC HEARING: 2026 BUDGET

The Mayor opened the Public Hearing. The Mayor asked the Treasure to Report on the 2026 Budget. Comments for the Public were sought. The Mayor closed the Public Hearing. The Mayor invited the board to discuss the 2026 Budget.

4. UNFINISHED BUSINESS:

a. Internal Board Interactions: Response from Trustee Donna Krautheim:

Trustee Donna Krautheim spoke to her defense of charges that were made against her at the Special Board October 3, 2025 meeting. Trustee Donna Krautheim was advised this wasn't the time to give a defense but to decide whether she would resign or have a public hearing. Donna said she did not intend to resign at this time. Trustee Kris Graham-Webb read the 2025 Town Code on standards to

remove a Trustee from office. The Town Clerk Ashley Smith advised the Board that this is a serious matter and the Town Attorney should be consulted.

MOTION: On motion by Trustee Steve Harrison and second by Trustee Jodi Davis that on this date 21 October 2025 having provided to Trustee Ms. Donna Krautheim written notice and concerns over misconduct and malfeasance at a duly called Special Meeting 03 October 2025, and stipulating Trustee Krautheim must resign or provide a request for a public hearing by the Meeting 21 October 2025. And receiving no response call for a vote of removal of Trustee Donna Krautheim.

Motion Passed.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis	X		X		
Trustee Donnell Farnum		X	X		
Trustee Kristina Graham-Webb			X		
Trustee Donna Krautheim					
Trustee Steve Harrison			X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

b. School Bus Stops: Dan gave the report in Agenda item 2d.

5. NEW BUSINESS:

Approve letters to be sent for payment on chronically late waterbills before liens placed for nonpayment on properties for Sean Krautheim at 36 Rockrimmon for \$1108.92 and Star Hobson 19 Wilmont Circle North for \$338.78.

MOTION: On motion by Trustee Jodi Davis and second by Trustee Donnell Farnum to approve letters to be sent for payment on chronically late waterbills before liens placed for nonpayment on properties for Sean Krautheim at 36 Rockrimmon for \$1108.92 and Star Hobson 19 Wilmont Circle North for \$338.78.

Topic Discussed. Motion Passed.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis	X		X		
Trustee Donnell Farnum		X	X		
Trustee Kristina Graham-Webb			X		
Trustee Donna Krautheim			X		
Trustee Steve Harrison			X		
Mayor Pro Tem Brian Dreitz			X		

