

Williamsburg Township Board of Trustees Minutes

April 24, 2023

The Williamsburg Township Board of Trustees met on Monday, April 24, 2023 to transact business. Mr. Jordan called the meeting to order at 7:00 p.m., and all joined in the Pledge of Allegiance to the Flag. Guy Bainum and Gary Jordan answered the roll call, Mr. Henning was on vacation. Also present were Fiscal Officer, Doug Lefferson, Maintenance Supervisor/Zoning Administrator Brian Tatman, Emergency Services Chief Jason McCarthy, Dylan Arnett, Bobby Feimster, Michael Madsen, Eli Mann, Corporal Howard Glancy, Greg Hoover, Jayne Lawrence, Tracy Ortman, Ashley Lemaster, and Ed Boll.

Mr. Bainum motioned to approve the minutes of the April 10, 2023 special meeting. Mr. Jordan second. All yeas. Mr. Bainum motioned to approve the minutes of the April 10, 2023 regular meeting. Mr. Jordan second. All yeas.

Mr. Lefferson presented a financial report, including a comprehensive account of expenditures and receipts and the Trustees accepted it.

Mr. Jordan motioned to pay the attached bills. Mr. Bainum second. All yeas.

Corporal Howard Glancy of the Clermont County Sheriff's Office provided a report. Corporal Glancy indicated he would be providing the reports to the Township going forward. Through April to date, there were 35 total reports to the Sheriff's Office consisting of 10 offense and 25 incident reports with three arrests. Out of the 35 reports that were taken, the most frequent calls were involving family or household members. There was one criminal arrest for possession of drugs and no overdoses in the Township through April to date. Mr. Bainum and Mr. Jordan expressed their appreciation to Corporal Glancy for his work.

Mr. Jordan introduced Ashley E. Lemaster, Branch Supervisor, Bethel & Williamsburg Branches, Clermont County Public Library. Ms. Lemaster provided a PowerPoint presentation overview of library services. The overview discussed the following services:

- Books, audio books, DVDs
- Printing, scanning, faxing
- 3-D printing available at the Williamsburg branch
- Data bases available
- Digital materials
- Outreach visits
- Every single grade of Williamsburg Elementary tour once a month
- Programs include: adult, teen, and youth
- Book clubs and workshops

Mr. Hoover inquired about the specifications of the 3-D printer. Ms. Lemaster indicated it was small and had been donated, approximately 5 by 7 ½ inch plates. Mr. Boll asked if she had a memory kit with her. Ms. Lemaster replied no, but that they have them at the branch. Ms. Ortman said she would contact Ms. Lemaster in regard to June in Olde Williamsburgh. Mr. Jordan stated the Trustees appreciated Ms. Lemaster providing a library overview. He said she might consider sharing the PowerPoint so we could post or having the topic as a potential Fall Newsletter topic.

Ms. Ortman provided a verbal update on June in Olde Williamsburgh. She indicated the festival was bringing back fireworks and rides this year. She said if anyone was interested in more information to let her know. There was some discussion with Chief McCarthy about the team's assistance with hanging banners. Mr. Feimster asked if the festival was looking for sponsors. Ms. Ortman stated they were still looking for sponsors. Mr. Madsen asked if the Bill Brewer run was still part of the June in Olde Williamsburgh festivities. Ms. Ortman indicated it was not and was separate now as part of the Deputy Bill Brewer 2055 Foundation. Mr. Feimster asked what the typical small business donation was to the festival. Ms. Ortman indicated the typical small donation was \$100 to \$250.

Mr. Hoover indicated his attendance tonight was in order to get an update on the issues on Clover Road involving the airsoft gun activity and zoning violations. He said he had a call into Assistant Prosecuting Attorney Julia Carney, but had not heard back yet. Mr. Tatman stated he sent two letters to the property owner, one certified. He indicated when the receipt comes back, he will follow up with Assistant Prosecuting Attorney Julia Carney and will let Mr. Hoover know. Mr. Hoover also said he had a recommendation for our standard zoning violation letter and would follow up with Mr. Tatman.

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Zoning Report

Mr. Tatman provided a report. The Zoning Commission met April 19th with Taylor Corbett of the County to start discussing solar 50 megawatts and smaller. Mr. Corbett shared what Batavia Township is using for Solar and Wind Energy Projects. Mr. Tatman indicated he still has to obtain some maps (1976 and present, to see where the growth has been) from the County for the Zoning Commission. The Zoning Commission is also considering proximity to substations. The Zoning Commission will meet again on May 9th at the Firehouse at 6:00 p.m. to go over what we have received so far and how to proceed, then a resolution will be recommended. Mr. Jordan stated there has been a lot of discussion about residential, large, and small solar projects and we are benchmarking other states and communities. Mr. Jordan reiterated the May 9th workshop and said a community meeting on solar was being planned for May 10th. Mr. Bainum and Mr. Jordan stated they participated in a community solar meeting in Bethel last week. Mr. Jordan said he would contact Scott Gafvert of Clermont County Development to discuss their role in the planned community meeting. Mr. Bainum said at the Bethel community meeting on solar energy there were a lot of voices both for and against and a lot of information was shared. He stated that no one knows the long-term effect of solar panels and there is much to be learned about potential soil and water contamination and water runoff. Mr. Jordan asked Mr. Tatman if the issue on Dela Palma had been cleaned up. Mr. Tatman replied he had not checked recently. Mr. Jordan informed Mr. Tatman to stay on top of high grass situations and get an outside crew to mow if necessary.

Cemetery and Maintenance Report

Mr. Tatman provided a report. Mr. Mann has officially left the Maintenance Department; he did work the previous Saturday for us to cover a funeral which was greatly appreciated. Mr. Tatman stated he had received 5 applications for the full-time maintenance position opening. He indicated he had interviewed two of the candidates and should have the rest interviewed by tomorrow evening. Mr. Tatman shared he provided a gentleman an application for a part-time seasonal position today. Everything has been mowed at least once so far. As soon as we get a new employee we will be starting on foundations and trimming as well. The plan is still to have everything taken care of by Memorial Day. Mr. Tatman also hopes to have at least the new part of the cemetery trimmed by Mother's Day. Ms. Ortman asked if the Maintenance/Cemetery Department was looking for part-time workers. Mr. Tatman replied yes. Mr. Jordan and Mr. Bainum said they will help how they can to get through the new hires transition.

Emergency Services Report

Chief McCarthy provided a report. He stated that fire gear and uniforms for the new hires would cost approximately \$20,000. He also plans to order duty uniforms at a cost of \$5,000. The last order was 2020. Chief McCarthy provided an update on two completed trainings: Rail Safety Emergency Response Training with Norfolk Southern and an Ohio Boater Education Course that was instructed by ODNR Officers. At a prior meeting there had been a question about rail cars parked on certain portions of the track. Chief McCarthy followed up with Eastern Railway and relayed the following information: the box cars contain paper from Huhtamaki the tanker cars contain Class 9 corrosive remnants. Chief McCarthy recommended sending conditional offer letters that would fall within the designed staffing model and be contingent on background checks for the following full-time candidates:

Ethan Watren, Firefighter 2 Paramedic
William Heitker, Firefighter 2 Paramedic
Tommy Kirker, Firefighter 2 Paramedic

The candidates would have an orientation start date of May 8th and an on-shift start date of May 11th.

Mr. Bainum motioned to hire Ethan Watren, Firefighter 2 Paramedic, William Heitker, Firefighter 2 Paramedic and Tommy Kirker, Firefighter 2 Paramedic, contingent on background checks. Mr. Jordan second. All yeas.

Chief McCarthy indicated we received a donated set of rescue tools from Stonelick Township Fire Department (Cost new is around \$30,000). Mr. Jordan told the Chief we appreciate the positive impact he is having on Emergency Services.

Mr. Jordan said we received some suggestions from OTARMA (Ohio Township Association Risk Management Authority) on our updated Personnel Policies & Procedures and would consider those suggestions.

Fiscal Officer Lefferson said we needed to amend our 2023 appropriations to reallocate some expenses between accounts within the Fire & EMS 2022 Levy Fund. This reallocation was to account for tax collection fees we are charged by the County to collect our tax levy funds. The original appropriations budgeted a net amount of taxes and fees, this change just separates the two. Mr. Jordan motioned to approve Resolution 2023-07 to realign the permanent appropriation resolution by

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modifying the following appropriation from one account to another within the fund: Fund 2112 Fire & EMS 2022 Levy \$12,000 from the Other Salaries to Tax Collection Fees. Mr. Bainum second. All yeas.

Mr. Jordan stated that the Spring/Summer Newsletter was complete and distributed.

Mr. Bainum motioned to adjourn at approximately 7:56 p.m. Mr. Jordan second. All yeas.

Fiscal Officer

Chairperson