

# Williamsburg Township Board of Trustees Minutes

## August 14, 2023

The Williamsburg Township Board of Trustees met on Monday, August 14, 2023 to transact business. Mr. Henning called the meeting to order at 7:00 p.m., and all joined in the Pledge of Allegiance to the Flag. Bari Henning, Guy Bainum and Gary Jordan answered the roll call. Also present were Fiscal Officer, Doug Lefferson, Maintenance Supervisor/Zoning Administrator Brian Tatman, Emergency Services Chief Jason McCarthy, Corporal Glancy, Chris Wright, Bobby Feimster, and Dylan Arnett.

Mr. Henning motioned to approve the minutes of the July 12, 2023 special meeting. Mr. Bainum second. All yeas, Mr. Jordan abstained. Mr. Jordan motioned to approve the minutes of the July 24, 2023 regular meeting. Mr. Bainum second. All yeas.

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

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

Corporal Glancy of the Clermont County Sheriff's Office gave an update on Township stats for the month of July. There were 45 reports for the month of July, an increase of 13 from June. There were four adult arrests, a decrease of one from June, and zero juvenile arrests. Corporal Glancy indicated July's calls ranged from a wide variety on mental health calls, two dog bites, and theft from businesses. There were no critical incidents resulting in major felony arrest. A stolen vehicle was recovered in Williamsburg Township with an apprehension of the driver for Brown County. Four arrests were for drug possession from traffic stops within the Township on State Route 32 and State Route 133. No overdoses were reported in Williamsburg Township for the month of July. Mr. Henning thanked Corporal Glancy for his report and service.

### Zoning Report

Mr. Tatman provided a report. The Zoning Commission will meet this Wednesday at 6:00 p.m. at the Emergency Services Building to work on solar field wording in the Resolution Book. Four zoning certificates have been issued since the last report (two pole barns, a porch roof, and an addition). Mr. Tatman indicated he was waiting to hear back from Assistant Prosecutor Julia Carney on the airsoft gun problem on Clover Road.

### Cemetery and Maintenance Report

Mr. Tatman provided a report. He stated the boom mower is down. The fuel filter housing has several cracks in it. John Deere cannot find the correct replacement part. A service technician who does not work for John Deere is coming to see if he can figure out the correct part. He should be here this week. Mr. Tatman indicated that they are mowing along the roads now before school starts. He stated that cameras were placed outside the maintenance building last week. This is in response to reports of people in the cemetery after dark. Mr. Tatman indicated the pickup truck needs two new tires and two manifolds at a cost of about \$2,000. He knows we have talked about replacing it, but at this time his recommendation is to have it fixed and keep it for another year. This is in light of the new maintenance building cost projections and the need to get pricing for a new bed for the one-ton dump truck. The Trustees agreed with Mr. Tatman's recommendation. Mr. Tatman said there is a class about repairing old headstones being put on by Harlan Township on September 15, 2023 from 10 a.m. to 3 p.m. He would like to send Chris Wright and Mr. Tatman would also like to attend if he does not have a funeral scheduled. He stated that to his knowledge there was no cost to the program. Mr. Tatman reported on progress for the road project at the Commons of East Fork indicating road cuts were done and curb repair should start August 21<sup>st</sup>. Mr. Jordan asked about plans for security cameras at the new maintenance building. Mr. Tatman said he would work with Fastech on an alarm system. Mr. Henning asked about pricing on the manifolds needed. Mr. Tatman said it was about \$1,000 for labor, and \$200 to \$300 each for parts. Mr. Henning asked about the plate on Hageman Crossing. Mr. Tatman said he is waiting on a paving price from Nichols Paving, this would include Sally Drive and Todds Run repairs as well.

### Emergency Services Report

Chief McCarthy provided a report. There were 46 fire and 105 EMS runs in July. The Department participated in National Night Out at the Williamsburg Park and the Bill Brewer Foundation Flag Football Game. The Chief gave a vehicle update. The 2020 ambulance returned from Beechmont Ford has been working well since repairs. The 2016 ambulance is scheduled to go to Kerry Ford August 29<sup>th</sup> for recall repairs. The 2006 fire truck needs preventative maintenance completed and leaking valves replaced on the pump (estimate \$1,000 to \$3,200). In regard to repair work the Chief reached out to OTARMA (insurer/risk manager) regarding who can do repair work and departments doing some of their own work. The OTARMA group indicated that mechanical work should be done by ASE certified mechanics and that fire apparatus requires additional certifications. A potential new ambulance is in the drawing phase with Horton and we should have specs back in a few weeks. The Chief indicated the furniture in the dayroom is dilapidated and broken. Also, with the increase in staffing we need to increase the number of seating spaces. He recommended purchasing two recliners and two small sofa recliners. This will increase the available seats from four to six. A quote from La-Z-Boy was obtained for \$5,374.75 based on promotional pricing. The Chief indicated that the cost was expected to be fully covered from two donations. Mr. Henning motioned to approve the purchase of new dayroom furniture for the Emergency Services Building in an amount up to \$5,500 and based on donations covering the expenditure. Mr. Bainum second. All yeas. The Chief stated that approximately seven members participated in a flashover simulator that teaches about fire behavior. The training was free and presented by the Ohio Fire Academy. Chief McCarthy said the television in the dayroom broke. A new TV was able to be obtained due to a \$500 donation from the LifeCenter Organ Donor Network. The Trustees expressed gratitude for these donations.

Fiscal Officer Lefferson said he received notification from the Clermont County Auditor that the Budget Commission approved the alternative method of distribution of the Local Government Fund revenue which determines how this tax revenue is distributed to the Township. The approved method of distribution will be used for the next six years. The Budget Commission also approved waiving the tax budgets for the next five years. This means the Township will not have to submit a tax budget to the County normally prepared in July of each year.

Mr. Bainum motioned to adjourn at approximately 7:30 p.m. Mr. Jordan second. All yeas.

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Fiscal Officer

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Chairperson