

# Williamsburg Township Board of Trustees Minutes

## August 28, 2023

The Williamsburg Township Board of Trustees met on Monday, August 28, 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, Bobby Feimster, Dylan Arnett, Ted and Isabel Drake, Greg Hoover, and Ed Boll.

Mr. Henning motioned to approve the minutes of the July 31, 2023 special meeting. Mr. Jordan second. All yeas. Mr. Bainum motioned to approve the minutes of the August 14, 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.

Mr. Drake commented that the noise from Clear Mountain Food Park had been better recently, but not fixed. Mr. Jordan indicated he spoke with Assistant Prosecuting Attorney Brian Shrive in regard to the civil case against the Food Park. Mr. Jordan did not believe there was an opportunity for mediation at this point and there is a meeting Friday with the Prosecutor to move forward. Mrs. Drake indicated there were no food trucks at the Park last Saturday. Mr. Henning stated he had heard there had been one. Mr. Jordan reiterated that the Trustees were not trying to put them out of business. Mr. Henning said the intent was never to shut them down. Mr. Jordan indicated that every resident who called with issues is in the civil case discovery document.

Mr. Hoover asked for an update on the airsoft gun activity on Clover Road. He stated that the Prosecutor's Office was to file a motion 4 to 6 weeks ago. Mr. Tatman indicated he had sent emails to the Prosecutor's Office requesting an update, but had not heard yet. Fiscal Officer Lefferson said he talks to the Prosecutor's Office on other items and would follow up as well.

### Zoning Report

Mr. Tatman provided a report. The Zoning Commission had to cancel their last meeting due to everyone not being able to attend. He will let everyone know when the next meeting is scheduled. Four zoning certificates have been issued since the last report (one pole barn, two sheds, and a canopy over new diesel pumps at the Shell Station). Mr. Bainum asked if you need a permit for a metal container (like a shed) on your property. Mr. Tatman responded yes. Mr. Henning asked about the misspelling on a new Williamsburg Township sign. Mr. Tatman stated that this was a sign placed by an Ohio Department of Transportation (ODOT) subcontractor without any Township review. ODOT is aware and will have the sign fixed and replaced. ODOT does not want the Township to replace, they want it handled through the subcontractor. Mr. Jordan complimented Mr. Tatman and team on other new signs that have been updated by the Township Maintenance Department, especially at the Commons of East Fork. Mr. Jordan said residents he spoke with from the Commons of East Fork are excited about the paving project. They are concerned about speed and Mr. Tatman and the Trustees agreed to place the radar sign at the Commons after the paving is complete.

### Cemetery and Maintenance Report

Mr. Tatman provided a report. He stated the boom mower is back up and running. The pickup truck is having manifolds and a couple of other items repaired. Mowing alongside the roads has been completed for a second time. This will be monitored to see if mowing needs to occur one more time in October. Chris Wright has requested to take a couple of classes for certifications to be able to work on trucks. The classes are held at the Reynoldsburg Fire Academy. This is for emergency vehicle technician certifications. This training will help the Maintenance and Emergency Services Departments. Mr. Tatman provided detailed information on this training to the Trustees. Mr. Henning motioned to approve the emergency vehicle technician classes for Chris Wright at a cost of \$520.00 for classes and testing, plus the cost for two hotel nights and per diem expenses per policy. Mr. Bainum second. All yeas. Mr. Tatman continued his report stating that mowing and trimming is being kept up at the cemeteries. Everything will be trimmed again this week and next. Mr. Tatman informed the Trustees he would be out of the office September 6<sup>th</sup> and 7<sup>th</sup>. He indicated that curbs were being poured at the Commons of East Fork. Mr. Tatman stated that it was approaching time to inform the County on road projects for 2024. Mr. Lefferson reminded the Trustees that we want to look closely at our 2024 budget for road paving given the increased funds used for the Commons of East Fork this year.

### Emergency Services Report

Chief McCarthy provided a report. The Department participated in the Summer Festival at the WJAA and First Responders Night at the Williamsburg High School football game. The Chief gave a vehicle update. The 2006 Engine had preventative

# Williamsburg Township Board of Trustees Minutes

## August 28, 2023

maintenance completed and other repairs. It was then sent to JCM for tie rod ends and alignment. The 2016 ambulance is at Kerry Ford for recall repairs. Mr. Jordan indicated he has been receiving a lot of great feedback on Emergency Services. All the Trustees thanked the Chief for his good work.

Mr. Bainum provided an update on the cemetery bequest funds that have been in existence for a long period of time and total less than \$10,000.00. Funds for the maintenance of the cemetery have not been utilized from the bequest funds for several years but used from the Cemetery Fund 2041. Mr. Bainum motioned to adopt Resolution No. 2023-10 to close the cemetery bequest funds, 4951, 4952, 4953, and 4954 and transfer the balances to the Cemetery Fund 2041 including closing the associated savings bank account and transferring funds to the Township's primary checking account. Mr. Jordan second. All yeas.

Mr. Lefferson introduced Resolution 2023-11 certifying current tax levies to the Clermont County Auditor. This is a standard annual process. Mr. Henning motioned to approve Resolution 2023-11 certifying the amounts and rates of existing tax levies to the County Auditor. Mr. Bainum second. All yeas.

Mr. Jordan said progress was being made on the quit claim deed for Clover Cemetery.

Mr. Jordan stated that he was in discussions with Rumpke on extending the current contract for two years. The extension must be mutually agreed upon by both parties. Either an extension must be agreed to or new rates must be negotiated 90 days prior to the current contract expiration at year end.

Mr. Bainum reminded everyone of the Harmony Hill Association event on September 10<sup>th</sup> from 2 to 5 p.m. Mr. Bainum also indicated he believed the street lights at Half Acre Road have been fixed, but he would follow up.

Mr. Bainum motioned to adjourn at approximately 7:34 p.m. Mr. Henning second. All yeas.

---

Fiscal Officer

---

Chairperson