

Williamsburg Township Board of Trustees Minutes

April 8, 2024

The Williamsburg Township Board of Trustees met on Monday, April 8, 2024 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. 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, and Jody Wilson.

Mr. Henning motioned to approve the minutes of the March 25, 2024 regular meeting. Mr. Bainum second. All yeas.

Mr. Lefferson presented a financial report, including a comprehensive account of expenditures and receipts, an appropriation status report indicating year-to-date expenditures by account, and a revenue status report comparing budgeted revenue to actual received, and the Trustees accepted it.

Mr. Bainum motioned to approve the attached bills. Mr. Henning second. All yeas.

Ms. Wilson asked about the posting of meetings. Mr. Lefferson responded that meetings are posted at the Township Hall, Emergency Services Building, and the Township website. Ms. Wilson stated that in the March 19th Minutes Mr. Tatman referenced researching other Townships in regard to solar. Mr. Jordan said the Trustees get a lot of information regarding solar from Joe Speeg, Jackson Township Trustee, and our liaison to the Ohio Power Siting Board on the Clear Mountain Energy Center solar farm. Mr. Jordan said the Township has been researching and has listened to residents both for and against solar projects. Ms. Wilson indicated she had done a lot of research on solar and had read a large volume of minutes. She indicated she had seen a large number of participants elsewhere but not here. Mr. Jordan said the largest number of participants he had seen was at Bethel-Tate. He indicated Williamsburg Township Trustees had attended a meeting at Bethel and also some meetings at the Fairgrounds, one hosted by Savion, another hosted by the Farm Bureau. Mr. Henning stated there had not been an uproar in the Township regarding solar. He said the 50 megawatt and larger solar projects are not coming here given actions already taken and that the Township is working through Zoning on projects less than 50 megawatts. The Zoning Commission has had several meetings on the topic and it is a work in progress. Ms. Wilson said she just wants to make sure it is handled right. Mr. Bainum reiterated that Joe Speeg has done a lot of research. Mr. Jordan said that Mr. Tatman has done a lot of work on solar as well. Mr. Jordan said it was his understanding that the large number of people at the Bethel meeting was not all residents. Ms. Wilson complimented Mr. Lefferson on the detail in his minutes. Mr. Lefferson expressed his appreciation. Mr. Lefferson said the solar research in the March 19th minutes Ms. Wilson referenced earlier was specifically in regard to zoning fees in place or being proposed by surrounding Townships for solar projects. Mr. Lefferson said Mr. Tatman had documented and provided this fee research to the Trustees. Mr. Henning asked Ms. Wilson what she wanted the Trustees to do or do you have specific questions. Ms. Wilson said no, but indicated she was feeling shut down. Mr. Jordan said I believe we are like-minded on the topic of solar. Ms. Wilson said she was trying to get the public more involved. Mr. Jordan said you are welcome at the meetings. He said we have been talking about the solar topic for a couple of years. Mr. Jordan stated the Trustees have no opposition to you if you have specific questions and thanked Ms. Wilson for being here.

Zoning Report

Mr. Tatman presented a report. Mr. Tatman indicated the meeting with the new zoning software vendor Cloudpermit on March 28th went well. He stated he was sending Cloudpermit all our forms that we will need along with our brand to put on everything. He stated that when we develop new branding it is simple to update. Mr. Tatman informed the Trustees that the new conference room computer was set up with multi-screens and for Zoom or Teams virtual meetings. All Township officials will have a login and password. Mr. Tatman said two zoning certificates were issued this week, one for a new addition on a house and one for a pole barn. Mr. Tatman said we need to set a zoning fee for commercial solar panels. He indicated he had spoken with Jackson Township and they are going with what Batavia Township was doing, \$0.10 per square foot per panel. Mr. Tatman said Mr. Speeg indicated that Jackson Township could not utilize a set fixed dollar fee they were considering. Mr. Henning said Mr. Speeg had done a lot of research and if neighboring townships Batavia and Jackson were using the same fee, it makes sense for us. Mr. Henning asked if the fee would apply to all solar panels. Mr. Tatman responded just commercial. He stated that for residential no zoning certificate was required if on a house. Mr. Jordan motioned to set a zoning fee of \$0.10 per square foot per panel on commercial zoning panels. Mr. Henning second. All yeas. Mr. Jordan said a letter should be sent on high grass at the property adjacent to the Township Hall. Mr. Tatman indicated the letter was ready. Mr. Henning recommended Kena Willingham for the open alternate position on the Zoning Board of Appeals. After discussion, Mr. Henning motioned to appoint Kena Willingham to the vacant alternate position on the Zoning Board of Appeals for the unexpired term ending December 31, 2025. Mr. Bainum second. All yeas.

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Cemetery and Maintenance Report

Mr. Tatman provided a report. He gave an update on the new maintenance building. Everything has passed inspection and the contractor has completed their work. Mr. Tatman said he received a price to replace the metal siding and roof on the old 30' x 90' maintenance building. The siding and roof metal would match the new maintenance building. The quote from Tim Wilson Custom Homes, LLC was \$62,500.00. Mr. Tatman recommended removing the old salt barn before installing new metal on the old maintenance building. He stated we have not used salt out of the old smaller salt barn in at least five years. Mr. Tatman recommended moving forward with replacing the metal siding and roof on the old maintenance building. Mr. Henning motioned to hire Tim Wilson Custom Homes, LLC to replace the metal siding and roof on the old 30' x 90' maintenance building at a cost of \$62,500.00. Mr. Bainum second. All yeas. Mr. Jordan asked about expanding and fixing the large salt barn, potentially expanding 10 or 15 feet. Mr. Tatman said it could be expanded 10 feet out the back. Mr. Tatman said he would get some pricing for this work. Mr. Henning said it sounds like we do not need the old smaller salt barn anymore. Mr. Tatman agreed. Mr. Henning said the old salt barn dates back to approximately 1980 when the Township was purchasing salt in a different manner. There was also some discussion about the age of the old maintenance building which was built in different sections over time, beginning in approximately 1978 with additions in 1998 and 2003. Mr. Tatman said he received a price for a new zero turn rear discharge mower. The quote was for \$13,020.00 from Kunz Equipment, LLC, Batavia, Ohio. The model quoted was a Scag Cheetah II rear discharge. Mr. Tatman said we typically buy Exmark but they are only available in a smaller motor and he does not think it will be powerful enough to get the job done and look good. Quotes for the Exmark were also higher. Mr. Jordan asked if the weedeater attachment we had would work with the new mower. Mr. Tatman said it would. Mr. Henning asked about the motors in the mowers we have now. Mr. Tatman said they were Kohler 36 horsepower and the Scag had a Kawasaki engine with 38 horsepower. Mr. Jordan motioned to purchase a Scag Cheetah II rear discharge zero turn mower from Kunz Equipment, LLC Batavia, Ohio at price of \$13,020.00. Mr. Bainum second. All yeas. Mr. Jordan asked about backfilling the open maintenance position. Mr. Tatman said he has an advertisement and application ready. He said he would talk to Tate Township because they recently had 15 applications for a recent hire. Mr. Tatman said we need to formally accept the resignation of Chris Wright. Mr. Bainum motioned to accept the resignation of Chris Wright from the Maintenance Department. Mr. Jordan second. All yeas. Mr. Tatman said he received a price to have the new truck bed and compartment door bottoms Rhino lined and a Ziebart undercoating applied. The quote from Ziebart, 430 Ohio Pike, Cincinnati, Ohio for both is \$1,604.99. Mr. Bainum motioned to have the new truck bed and compartment door bottoms Rhino lined and a Ziebart undercoating applied for a price of \$1,604.99 from Ziebart, 430 Ohio Pike, Cincinnati, Ohio. Mr. Henning second. All yeas. Mr. Tatman informed the Trustees he would be off April 26th.

Emergency Services Report

Chief McCarthy provided a report. The 2019 ambulance has had the body work completed, new dashboard installed, windshield replaced and has been painted. It is being sent to Horton for the final repairs. The 2016 ambulance is having more intermittent issues with the hydraulic suspension. Chief McCarthy stated that it seems to occur after the vehicle has been used in the rain and then corrects itself when things dry out. Mr. Henning asked the Chief if he had reached out to the liquid springs company. Chief McCarthy said he had. The Chief reported the siren system broke and a bad siren speaker was found to be the problem. The speaker was replaced with a surplus one from the station. The system is operational and the vehicle is in service. A new speaker will be ordered soon to replace the temporary fix. The passenger window mechanism on the 2006 Sutphen has failed and they are working on obtaining prices for a new mechanism. Chief McCarthy said he would like to use the \$5,000.00 donation from Dualite to purchase 10 new Minitor 6 pagers at a cost of \$3,800.00 and spend the remainder of the donated money on new flashlights for members to use on calls. Mr. Jordan motioned to spend up to \$5,000.00 on the purchase of new pagers and flashlights for the Emergency Services Department. Mr. Henning second. All yeas. Chief reported recent training on epinephrine administration for anaphylaxis patients by Dr. Charlton. The Chief stated he and Fiscal Officer Lefferson submitted the One-Time Strategic Community Investment Fund Grant for much needed repairs to the fire house including new roof, siding, garage doors, bay floors and drains, and parking lot. The total of the grant request was \$400,000.00. The request was filed April 5th. Mr. Jordan read the letter that was submitted with the grant request. Mr. Jordan stated that we have successfully received grants and private donations of over \$1.5 million in the last 18 months. Ms. Wilson commented positively on these results. Chief McCarthy said he would like to donate the workout equipment from the station that was purchased in 2017 at a cost slightly over \$2,000.00 (treadmill and exercise bike) along with the remaining workout equipment. The area this equipment takes up needs to be utilized as an office for our command staff (captains and lieutenants). This equipment is seldom used and the Department has permission from the school to utilize the workout room and track at Abrams Stadium for exercise needs. Mr. Henning motioned to approve Resolution No. 2024-07 authorizing the donation of the Emergency Services Department exercise equipment. Mr. Bainum second. All yeas. Mr. Jordan asked about the timing of the new ambulance. Chief McCarthy said an updated wait list should be out in the next couple of days. Mr. Jordan complimented the Chief on response times stating the 3.5 minute average response time on March fire calls was phenomenal. Mr. Henning agreed they were good numbers. Chief McCarthy

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said they were definitely faster out the door with more personnel on hand at the station and it was important to demonstrate that given the support for the levy. Mr. Jordan said there had also been great collaboration on mutual aid.

Mr. Lefferson said the team has been working on a 2024 Community Development Block Grant for road improvements to the main cemetery and was preparing an application. Mr. Jordan motioned to adopt Resolution No. 2024-06 authorizing Fiscal Officer Doug Lefferson to prepare and submit an application to participate in the Community Development Block Grant Program and execute contracts as required. Mr. Henning second. All yeas.

Mr. Jordan stated the next edition of the Township Newsletter was in process.

Mr. Jordan said the Township has received the annual notice regarding renewal of liquor licenses. The Trustees and Fiscal Officer do not object to any current liquor licenses.

Ms. Wilson asked if the newsletters were typically mailed out. Mr. Jordan replied yes. Mr. Henning said even if you live in the village, it is part of the Township and you should receive. Mr. Henning asked Ms. Wilson if she had been getting the newsletters. Ms. Wilson said no. Mr. Henning said the Township uses the registered voters mailing list. Ms. Wilson said she was a registered voter. Mr. Jordan said they are sent twice a year typically May and October and copies are available at the Township Hall.

Mr. Bainum said there was a brand subcommittee meeting this week with the Township department leaders and various community representatives.

There being no further business, Mr. Bainum motioned to adjourn at approximately 8:00 p.m. Mr. Henning second. All yeas.

Fiscal Officer

Chairperson