

# Williamsburg Township Board of Trustees Minutes

## April 22, 2024

The Williamsburg Township Board of Trustees met on Monday, April 22, 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. Guy Bainum and Gary Jordan answered the roll call, Mr. Henning was absent. Also present were Fiscal Officer, Doug Lefferson, Maintenance Supervisor/Zoning Administrator Brian Tatman, Emergency Services Chief Jason McCarthy, Charlie Maklem, Dylan Arnett, Sara Welch, Sherry Mulla, Jody Wilson, and Ed Boll.

Mr. Bainum motioned to approve the minutes of the April 8, 2024 regular meeting. Mr. Jordan 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. Jordan motioned to approve the attached bills. Mr. Bainum second. All yeas.

Mr. Jordan turned the meeting over to Fiscal Officer Doug Lefferson to discuss the Township's latest State of Ohio Audit results. Mr. Lefferson said that the State of Ohio Audit for the years 2020 and 2021 was just completed and this was the first meeting since the results were public. The audit period involves the prior fiscal officer. Mr. Lefferson indicated that there were some negative findings and he would address those tonight. Mr. Lefferson then went through a PowerPoint presentation in detail. The presentation is posted on the Township website (williamsburgtownship.org). Mr. Arnett asked that given the majority of the issues were in 2021 was it possible the former fiscal officer just did not have time to cover it up. Mr. Lefferson said that is a good question, but from what he reviewed he did not believe that was the case. The nature of the issues could not really be covered up in prior years. Mr. Maklem said the presentation answered questions that were out there and he was pleased to see that at least the fraud was only around \$10,000. Mr. Jordan commended Mr. Lefferson for his work with the audit and presentation. Mr. Jordan stated the Township has implemented more checks and balances and will be better for it.

Mr. Jordan said Mr. Henning was out due to a previously scheduled trip.

### Zoning Report

Mr. Tatman presented a report. He indicated that two letters for tall grass had been sent. Mr. Tatman recommended adding Kena Willingham for the open position on the Zoning Board of Appeals (Mr. Willingham had recently been appointed as an alternate) and Aaron Adams to the alternate position. Mr. Bainum motioned to appoint Kena Willingham to the vacant position on the Zoning Board of Appeals for the unexpired term ending December 31, 2024. Mr. Jordan second. All yeas. Mr. Jordan motioned to appoint Aaron Adams to the Zoning Board of Appeals alternate position for the unexpired term ending December 31, 2025. Mr. Bainum second. All yeas. Mr. Jordan stated that schedules were still being worked through for the next zoning meeting.

### Cemetery and Maintenance Report

Mr. Tatman provided a report. He stated the old salt barn has been taken down and it has improved the way the area looks already. The old salt was moved over to the newer salt barn. Work has started on re-siding and putting a new metal roof on the old maintenance building. The Village of Williamsburg asked if we were ready for the water and sewer tap. The Village indicated they would like to get the work completed in May when there are others to do. Mr. Tatman said he informed the Village to go ahead and schedule the installation. Mr. Tatman stated the new truck has been rhino lined and undercoated and the new mower has been ordered. Mr. Tatman said Mr. Bennett and Mr. Scott are doing a great job of mowing and are ready to start trimming. Mr. Jordan said the buildings look nice and appreciated the work from the team on grants, etc. Mr. Jordan added it was great to see the work Mr. Bennett and Mr. Scott were doing. Mr. Tatman said he had received an email in regard to ordering salt under the next two years pricing. He believed in the past we had ordered 150 tons. The Township last year used only approximately 25 tons. He stated he was considering cutting the order down to 100 tons. After discussion with the Trustees, it was agreed to consider 120 tons. Mr. Tatman reported that Mr. Ely from the County Engineers Office called to see if we were ready for blacktopping on Hennings Mill Road. Mr. Tatman informed him we still have one pipe to replace. He said Mr. Ely would check in again around May 13<sup>th</sup>. Mr. Tatman indicated the pipe would be replaced by then. Mr. Tatman provided an update on the Ohio EPA Chloride Grant. He received notification that applications were still under review but after the initial round of awards it is anticipated that the same list of applicants will be used to award additional grants later in the year. Mr. Tatman indicated he had given out applications for the full-time maintenance position and was leaving the application period open until April 30. Mr. Bainum said the owners of Kunz Equipment had thanked us for the mower order. Mr. Jordan said that after Memorial Day he would like to get with Mr. Tatman and Mr. Lefferson on thoughts

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on the design for a Concord Cemetery pavilion and working with the Grant Vocational School. Mr. Bainum said the American Legion wants to meet on potential flagpole locations at our cemeteries and that he would follow up.

## Emergency Services Report

Chief McCarthy provided a report. He indicated Emergency Services team members provided Stop the bleed and CPR classes for high school students. The team also participated in an educational mock crash for the Juniors and Seniors at Williamsburg High School. Other participants included the Williamsburg Police Department, Williamsburg School Resource Officer, Williamsburg Drama Team, University Air Care, a Cosmetology student from Grant Vocational, and L. Wood and Sons Towing. In relation to the Community Development Block Grant project at the Firehouse, Chief McCarthy recommended hiring 3<sup>rd</sup> Generation Restoration to complete the architectural drawings for the kitchen remodel at a cost of \$2,500.00. Chief McCarthy also recommended hiring Sidewinder Electric to perform the electrical upgrades to the station at a cost of \$32,975.00. Mr. Bainum motioned to hire Sidewinder Electric Co., Inc. 3267 State Route 133, Clarksville, OH 45113 to perform the electrical work at the Emergency Services Building as outlined in the 2023 Community Development Block Grant. Mr. Jordan second. All yeas. Mr. Jordan motioned to hire 3<sup>rd</sup> Generation Restoration 8570 Gwilada, Cincinnati, OH 45236 to complete the architectural drawings for the kitchen remodel at the Emergency Services Building as outlined in the 2023 Community Development Block Grant at a cost of \$2,500.00. Mr. Bainum second. All yeas. Chief McCarthy said the Emergency Services team recently had Air Care landing zone safety training. The Chief indicated that Dakota Pollitt would be turning 18 on May 2nd and graduating from the Cadet Program. The Chief recommended that upon graduation from the Cadet Program Dakota Pollitt be hired as a part-time firefighter. Mr. Bainum motioned to hire Dakota Pollitt as a part-time firefighter. Mr. Jordan second. All yeas. Chief McCarthy said Emergency Services received a \$50 donation from the Grassy Run Historical Arts Committee on behalf of Kay Shields in memory of her husband Ron Shields. The Chief indicated he would send a thank you letter. The Chief also reported the warning siren on McKeever Road was repaired and working. Mr. Jordan thanked Chief McCarthy for all his work.

Mr. Jordan said that due to continued issues and failure to comply regarding zoning violations at a paint pall park on Clover Road, the Township was authorizing the Prosecutor's Office to file suit. Mr. Jordan motioned to authorize the Clermont County Prosecutors Office to file suit on the Township's behalf regarding zoning violations at 3450 Clover Road by Jeanette Conway, Lawrence Boyd, Cassandra Boyd, and OP-IV, LLC. Mr. Bainum second. All yeas.

Mr. Lefferson stated that the 2024 Community Development Block Grant for cemetery road improvements was filed April 16<sup>th</sup>.

Mr. Bainum reminded everyone that the Township Meeting falling on Memorial Day has been moved to Tuesday, May 28<sup>th</sup> at 7:00 p.m. Mr. Jordan stated this has been posted on our website as well.

Mr. Arnett asked if the next Township audit would continue to be more detailed given the latest findings. Mr. Lefferson said he did not know how the State of Ohio would approach the next audit. Mr. Lefferson said his longer-term vision is to have an assistant to train so that dual control exists. Mr. Bainum said it is unfortunate, but we are doing what we can to get the information out.

Ms. Mulla requested time to speak on the Covid-19 Vaccine. She indicated her group had visited four or five townships. Mr. Jordan said some of the Trustees had heard a presentation by the group at a Clermont County Health Department session. Ms. Mulla said her main objective was to share information. Mr. Jordan said each person could speak for 5 minutes a piece. Ms. Mulla appreciated the time. Ms. Mulla indicated she was with a group called Advocates for Medical Truth. The group's concern was whether the Covid-19 Vaccine was safe and effective. She indicated that in some cases the vaccine had caused harm. Ms. Mulla provided a list of internet sources to support her discussion. She also had concerns about certain internet browsers not allowing access to information or the United States Government influence on information. Ms. Mulla reiterated their sole purpose was to share information. Ms. Welch, also with Advocates for Medical Truth, spoke on CARES Act Grants awarded to the Clermont County Health Department. She provided an informational sheet referencing the Ohio Department of Health Grants Management Information System as the source. The information sheet outlined how the Advocates for Medical Truth believe the COVID-19 and Coronavirus grant dollars were spent by the Clermont County Health Department. The information sheet indicated that 81% of the grant dollars were spent on personnel. Ms. Mulla said they want information outlining the Health Department's response to the pandemic in the County and that the Township should review based on its oversight duties over the Department. Mr. Jordan said the Township does not have authority over healthcare or the Health Department. Mr. Jordan stated that these are important topics. It was stated that according to Ohio revised Code there is a District Advisory Council to the Clermont County Board of Health. The group wants information on how the money was spent by Clermont County on the Covid response. Ms. Mulla said they do not know who to ask. Mr. Jordan said the issue deals with the County Commissioners and the Township has no authority to order up the County. Mr.

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Jordan said he appreciated their concerns but it deals with the medical field. Chief McCarthy said the Emergency Services Department has the most updated equipment in order to respond. Mr. Bainum asked if the County has put out reports on Covid spending. Ms. Welch replied no. Ms. Mulla said the Clermont County Health Commissioner has not interacted well. Ms. Mulla stated they want to know how \$2.4 million in grant funds were used by the County Health Department.

There being no further business, Mr. Bainum motioned to adjourn at approximately 8:35 p.m. Mr. Jordan second. All yeas.

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Fiscal Officer

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Chairperson