

# Williamsburg Township Board of Trustees Minutes

## May 13, 2024

The Williamsburg Township Board of Trustees met on Monday, May 13, 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. Gary Jordan, Guy Bainum and Bari Henning answered the roll call. Also present were Fiscal Officer Doug Lefferson, Maintenance Supervisor/Zoning Administrator Brian Tatman, Emergency Services Chief Jason McCarthy, Assistant Fire Chief Duane Willis, Jody Wilson, Dylan Arnett, and Ed Boll.

Mr. Bainum motioned to approve the minutes of the April 22, 2024 regular meeting. Mr. Jordan second. All yeas, with Mr. Henning abstaining.

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

Ms. Wilson presented the Trustees with a printed statement regarding a fire that occurred in her neighborhood on May 4, 2024 and read the statement aloud. In summary, Ms. Wilson stated she lived at 245 N. 4<sup>th</sup> Street and was a very concerned citizen. She described a fire at a garage at 252 N. 4<sup>th</sup> Street. She stated Daniel Scott Tarvin lives right next door to the fire. She indicated she and Mr. Tarvin watched his house being badly damaged and felt nothing was being done about it. Ms. Wilson stated a police officer on duty said he could not believe in such a short period of time how quickly and bad the fire was. Ms. Wilson stated there were other fire departments at the scene and not one fire hose was turned on until the garage was almost completely destroyed and that she and Mr. Tarvin had many questions they wanted answered. She indicated Mr. Tarvin gave her permission to be a spokesperson for him. Ms. Wilson said on May 6<sup>th</sup> she interacted with Assistant Fire Chief Duane Willis (who was on the scene the night of the fire) and asked why it took so long for the Williamsburg Fire Department to put out the fire and there were other departments there to assist. She stated Assistant Chief Willis indicated that it was not a good excuse but there was a mechanical malfunction with the fire truck. Ms. Wilson also indicated that Mr. Willis requested Mr. Tarvin's insurance information. She questioned why this was needed and stated she did not supply the information. Ms. Wilson said the insurance claims adjuster said she did not have to supply the information. She stated that Mr. Willis said again there was a mechanical malfunction with the fire truck and then said that these things take time and they were working on funding to fix the truck. She stated Mr. Tarvin has extensive damage to his out buildings and home but was not at the meeting this evening because he felt it was probably best that she speak for him. Ms. Wilson said Mr. Tarvin understands that things can happen mechanically because he is a mechanic himself, but does not understand why the other fire departments were not allowed to assist. Mr. Jordan said the Trustees recognize it is a very emotional event and do not want to downplay. He stated they respect she went through it and hate that she had to witness that. Mr. Jordan said the Trustees have to be careful because the event did not involve her property and it would be better if they had an affidavit from Mr. Tarvin. Ms. Wilson said Mr. Tarvin was upset and therefore not present. Mr. Jordan said the Township has a good emergency department, but has had a tough late winter and spring dealing with vehicles. Mr. Jordan said there is a report on the fire being put together and it will go to the insurance company. Ms. Wilson indicated she understood. Mr. Henning said any time this happens it is a tragedy but that he was just learning about it. He was thankful no one was hurt. He said indications are it was a working fire when the Department arrived. Ms. Wilson said she could not understand why other departments could not assist. Mr. Henning said we have not seen the report, as it is in process. Assistant Chief Willis said he understands it feels like an eternity before a department gets to the scene and they understand it is traumatic. He stated the closeness of the houses in the village also present a challenge. Mr. Willis said the structure in question was really an old-style barn not a garage. He reiterated that the fire was still under investigation. Assistant Chief Willis referenced the mention of no excuses, he said if I did use those words, it was at the beginning and not used continually. Mr. Willis said that he did indicate Ms. Wilson or Mr. Tarvin could go talk to the Fire Chief if they had issues and then if not satisfied go to the Trustees. He said there was a malfunction and it did take several tries to get water but the building was fully engulfed when they got there. The Assistant Chief said water was placed on houses and property. He said in regard to asking about insurance, we have to ask everyone involved and share information with different insurance companies. Mr. Willis said he was polite to Ms. Wilson and it was the same information request form that has been used for years. Ms. Wilson said she was not belligerent but persistent. Mr. Jordan said the take away was no one was hurt and the Emergency Services team was doing their best. He said response times have improved in the last two years. The team has done well and is highly professional. Recent response times were 4.25 minutes. He reiterated we have a good department. Mr. Bainum said he was not going to comment until after the report was issued. Mr. Jordan said not every situation is perfect but we will grow and learn and move forward. He reiterated to Ms. Wilson that he hated that she had to experience this. Mr. Jordan said Mr. Tarvin is welcome to attend a meeting.

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## Emergency Services Report

Chief McCarthy provided a report. In reference to the fire discussed above, the Chief said the engine in question was checked that morning and was fine. It also has been checked since and has been fine. The Chief stated no specific issue was traceable or able to be recreated. He indicated they are checked every day and stated we do not want those things (malfunctions) to happen. Continuing with his report, there were 42 fire calls and 104 EMS calls for the month of April. Emergency team members participated in a Touch a Truck Event at the Farmers Market with about 300 visitors. The Chief indicated the 2019 Horton could possibly be ready mid-June. Chief McCarthy said Captain Heitker and Captain Watren had completed their one-year probationary period in good standing. Chief McCarthy described a grant opportunity. The American Rescue Plan Act (ARPA) Ohio Ambulance Transportation Impacted Industry Program allowed for submitting for monies to pay for wages related to the increase in staffing needed due to the effects from the pandemic. The grant covers wages paid to newly hired emergency medical services direct care workers to expand capacity and reduce workloads to improve current staff retention. Mr. Jordan motioned to adopt Resolution No. 2024-08 authorizing Fiscal Officer Doug Lefferson and Emergency Services Chief Jason McCarthy to prepare and submit an application to participate in the ARPA Ohio Ambulance Transportation Impacted Industry Program and to execute contracts as required for funding up to \$400,000.00. Mr. Henning second. All yeas. Chief McCarthy said he was sorry Ms. Wilson had to experience the trauma of a fire. He reiterated that it is an ongoing investigation. The Chief said if there are questions or concerns, he would welcome a conversation with Mr. Tarvin. The Chief said during an incident there are tactical procedures happening and internal discussions that bystanders may not be aware of or understand. He said they will learn from any failures, get better, and take care of needs as best we can. Ms. Wilson said she understood the mechanics but cannot understand the lack of use of other fire departments. The Chief offered a one-on-one conversation with Mr. Tarvin.

## Zoning Report

Mr. Tatman indicated that two more zoning letters had been sent. Mr. Tatman said there was no response on the letters from the previous meeting. Vacating Mathis Road was discussed by the Trustees. It was believed to be in the best interest of the Township. Mr. Henning motioned to adopt Resolution No. 2024-09 to petition to vacate Mathis Road. Mr. Bainum second. All yeas. Mr. Bainum mentioned three other properties where high grass needed to be addressed: the old Eve and Earls location, the Food Park, and one other nearby property. Mr. Tatman said he would address.

## Cemetery and Maintenance Report

Mr. Tatman said work was being finished up on the old maintenance building. He recommended installation of 6 new garage doors for the old maintenance building at a cost of \$13,300 and new metal siding and roof on the salt barn by V and A Construction at a cost of \$12,800. Mr. Henning motioned to hire V and A Construction to install new metal siding and roof on the salt barn at a cost of \$12,800. Mr. Bainum second. Mr. Henning yea, Mr. Bainum yea, Mr. Jordan nay. Mr. Jordan said he would like to have seen the information in a report in advance so he is better informed. He said the advance documentation in a report was important to him so that he was not doing something he did not understand. Mr. Tatman apologized for not having the formal written report for this meeting. The possibility of additional summer help was mentioned. Mr. Bainum asked about the status of the full-time maintenance hire. Mr. Tatman said he had 6 applications and would review after the Memorial Day rush to prepare the cemeteries. He did mention one of the workers was out ill for several days. Mr. Henning asked about a tree that fell at the Concord Cemetery. Mr. Tatman said they have worked on it, but it did knock over three headstones.

Mr. Lefferson said the Township's application for the Chloride Reduction Grant was denied on May 2<sup>nd</sup>, but there is another round later in the year and that the application would still be considered at that time. Mr. Lefferson stated he attended a Clermont County Chamber function and provided Representative Bird and Senator Johnson with information on this and another grant and requested they advocate on behalf of the Township.

Mr. Lefferson informed the Trustees that he would be unable to attend the next regularly scheduled meeting May 28<sup>th</sup> and he delegated minute taking authority to Brian Tatman.

Mr. Lefferson informed Ms. Wilson that we did follow up on the newsletter mailing list and confirmed that she was on the next mailing. Ms. Wilson was appreciative.

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. He also reminded the Trustees of the Clermont County Township Association Meeting this Thursday.

There being no further business, Mr. Bainum motioned to adjourn at approximately 8:02 p.m. Mr. Henning second. All yeas.

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Fiscal Officer

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Chairperson