

Williamsburg Township Board of Trustees Minutes

June 9, 2025

The Williamsburg Township Board of Trustees met on Monday, June 9, 2025 to transact business. Mr. Bainum called the meeting to order at 7:00 p.m. Mr. Bainum asked for a moment of silence for Allen Boothby who served as a Trustee from 1998 through 2001. All joined in the Pledge of Allegiance to the Flag. Guy Bainum, Bari Henning, 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, Jody Wilson, and Ed Boll.

Mr. Henning motioned to approve the minutes of the May 27, 2025 regular meeting. Mr. Jordan second. Roll call: 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. Henning second. All yeas.

Mr. Lefferson commented that this meeting's receipts included a reimbursement for \$89,795.93 from Clermont County associated with a 2023 Community Development Block Grant for a kitchen renovation at the Emergency Services Building. Previous monies received from this Grant had paid for new HVAC and electrical upgrades at the Emergency Services Building. Mr. Lefferson said he participated in a recent public survey from the Clermont County Department of Community & Economic Development on housing and community development challenges as the Department develops its 5-year plan. This Department administers the Community Development Block Grants. Mr. Lefferson said he and Chief McCarthy also participated in a virtual public meeting today (June 9th) from 3:00 to 4:30 with the Department of Community & Economic Development regarding the survey and related topics.

Zoning Report

Mr. Tatman provided a report. He indicated the Township's online complaint section will be going live soon probably next week. Mr. Tatman said the online submission of zoning applications will hopefully be operational by the end of the month or first week in July. Mr. Tatman indicated there had been some delay to the online implementation because our contact at the software company had been on leave. He stated one zoning certificate was issued in the last two weeks for an addition on Bootjack Road. Mr. Jordan thanked Mr. Tatman for keeping up on zoning violations. Mr. Tatman said he had spoken with about 90% of those who received letters.

Cemetery and Maintenance Report

Mr. Tatman provided a report. He indicated they have started removing flowers and flags from the cemeteries from Memorial Day weekend. He said one road pipe has been replaced on Coon Avenue and the other will be replaced on Tuesday. The 1-ton truck is at Williamsburg Auto and Truck for repairs. The truck blew a radiator hose Thursday when the Department was replacing a road pipe. Mr. Tatman indicated the truck should be done tomorrow or Wednesday. He said the Department is out mowing and trimming brush back now on the roads. The bridge being out is making it difficult to get to the southern part of the Township. He anticipates the brush trimming will be finished up next week. Mr. Tatman provided a reminder that Junk Days is this Thursday (8am to 8pm), Friday (8am to 8pm), and Saturday (8am to 4pm) and that this has been posted on the Township website homepage. Mr. Bainum provided a reminder that at Junk Days tires, batteries, and refrigerators are not accepted. Mattresses are accepted and do not have to be wrapped. Mr. Jordan asked Mr. Tatman about an email received from a resident regarding a potential drainage issue on Ireton Road. Mr. Tatman said he stopped and looked at the location briefly on his way into the meeting. There was some discussion about the location and possible causes. Mr. Tatman said he would look into it more tomorrow afternoon or Wednesday. Mr. Jordan stated that the Prosecutor's Office had provided the draft RUMA (Road Use Maintenance Agreement) with Savion regarding the Clear Mountain Energy solar project via email this afternoon. Mr. Tatman said he received the email. Mr. Jordan said we will give the Trustees, Fiscal Officer, and Mr. Tatman an opportunity to read over. Mr. Tatman asked Mr. Jordan if he could find out if Jackson Township has included Ashton Road. Mr. Jordan said he would follow up. Mr. Jordan discussed the road resurfacing project on SR 133 by Twin Bridges Road where the road was down for two to three days. Mr. Jordan stated he emailed the ODOT (Ohio Department of Transportation) Administrator asking if the project was complete. ODOT responded that yes it was complete for now and that they were going to let it sit for a while, see if it continues to settle, and see if they need to revisit the site. Mr. Tatman said it is a little bit smoother now after they ground down and re-blacktopped. Mr. Jordan said we need to keep an eye on it. Mr. Jordan indicated he had prepared a letter to give to Kenny Carter at Grant Vocational School thanking them for their work on the Township Hall floors. Mr. Jordan said we will deliver the donated drills to Grant and compliment the team in the near future.

Williamsburg Township Board of Trustees Minutes

June 9, 2025

Emergency Services Report

Chief McCarthy provided a report. There were 41 Fire and 102 EMS calls in the month of May. In regard to community participation, the Chief said the Department attended the Bill Brewer 5K race, using the ATV along the course and providing a crew at the finish line. Chief McCarthy informed the Trustees that annual ladder testing needs completed. He said historically we have used CFS and their price is \$2,056.10. Citizens First Fire Training can complete the testing for \$1,314.00. Mr. Henning motioned to hire Citizens First Fire Training at a cost of \$1,314.00 to perform ladder testing for Emergency Services. Mr. Bainum second. All yeas. Chief McCarthy said the Department participated in a multi casualty training drill, which involved a structure fire response with Mt. Orab Fire. This was a 3-hour training that allowed our members to search a building, remove victims, and then pass them off to EMS crews that performed appropriate skills. Mt. Orab's Medical Director oversaw the event and UC Air Care crews participated as well. Mr. Henning asked where the training was held. The Chief said the training tower in Mt. Orab and this was a good use of our training subscription regarding the tower. Chief McCarthy requested an executive session to consider employment of a public employee. Mr. Bainum indicated they would address later in the meeting. The Chief said Great Oaks has reached out to departments looking for old and outdated radios that they could reprogram and use for their training academy. Chief McCarthy recommended we donate our old and outdated radios to the Great Oaks Career Center. Mr. Jordan motioned to donate Williamsburg Township Emergency Services old and outdated radios to the Great Oaks Career Center. Mr. Bainum second. All yeas. Mr. Bainum thanked Chief McCarthy for having the Department at the Bill Brewer run.

Public Participation

Mr. Bainum opened the meeting for public participation. Mr. Boll said in regard to Junk Days and what the Township will not take, what information can be given to people on what to do with things that cannot be dropped off. Mr. Tatman said they let people know about other non-Township events such as tire amnesty day and places like Brown Adams Recycling. Mr. Jordan said we put some of that information in the newsletter. Mr. Bainum indicated there have been other local businesses that would take batteries in the past but people should check with them. Mr. Jordan said the Adams-Clermont Solid Waste District was a great resource either to call or utilize their website. Ms. Wilson indicated that she reviewed the May 12th Minutes that recorded the Piper's Pantry event for August 30th from 10 am to 2 pm at the Firehouse and that was what she said from her notes, but the event would actually be from 10 am to 12 noon. Ms. Wilson said Piper's Pantry would be attending the upcoming Farmers Market. In regard to the August 30th event, Ms. Wilson indicated Smith's Pit Stop would be in attendance. This group helps with low cost spay or neutering for all breeds of cats and dogs. Mr. Boll asked about marijuana dispensaries in the Township. Mr. Tatman said there is a section in the Zoning handbook prohibiting. Ms. Wilson asked if she could get a copy of that section. She stated she wanted to see what was in the Resolution Book to protect us. Mr. Bainum said we are in agreement with you on protecting the Township. There was discussion about changes in Ohio law where local townships would not get the marijuana revenue expected when voters originally approved. Ms. Wilson cited the Nestlewood solar project saying after a year no funds have been received yet. Ms. Wilson said she thinks it would be nice to have an agenda for the Township Meetings and put it on the website. Mr. Bainum indicated the Township has operated with a low-key approach. Ms. Wilson said even with low participation should not treat as low key and it would be nice to know what's on the agenda. Ms. Wilson said she comes regularly to meetings and tries to stay in tune and having an agenda is food for thought. Mr. Boll mentioned there was a Chamber of Commerce event the coming Thursday afternoon. Mr. Jordan said Trustees do attend certain Chamber events and that he had attended the Chamber's Economic Review earlier this year. Mr. Bainum said he was attending a session with the County Engineer this Friday.

Mr. Henning said the Trustees cannot make a decision in executive session. He indicated the Trustees do not go into separate chambers due to building constraints, but the public will be brought back in when executive session is finished and prior to any other public business.

Mr. Bainum motioned to go into Executive Session pursuant to ORC 121.22 (G)(1) to consider employment of a public employee at 7:35 p.m. Mr. Jordan second. All yeas. The Trustees came out of Executive Session at 7:55 p.m. having discussed considering employment of public employees with no action taken and no decisions made.

Mr. Henning said in executive session the possibility of pursuing a SAFER (Staffing for Adequate Fire and Emergency Response) Grant to add full-time people to Emergency Services was talked about. Mr. Henning motioned to authorize Emergency Services Chief McCarthy and Fiscal Officer Lefferson to file an application with FEMA for a SAFER (Staffing for Adequate Fire and Emergency Response) Grant for Township Emergency Services staffing. Mr. Jordan second. All yeas.

There being no further business, Mr. Jordan motioned to adjourn at approximately 7:58 p.m. Mr. Henning second. All yeas.

Williamsburg Township Board of Trustees Minutes
June 9, 2025

Fiscal Officer

Chairperson