

Williamsburg Township Board of Trustees Minutes

June 23, 2025

The Williamsburg Township Board of Trustees met on Monday, June 23, 2025 to transact business. Mr. Bainum called the meeting to order at 7:00 p.m. All joined in the Pledge of Allegiance to the Flag. Guy Bainum and Gary Jordan answered the roll call. Mr. Bainum said Mr. Henning would not be in attendance tonight due to vacation. Also present were Fiscal Officer Doug Lefferson, Maintenance Supervisor/Zoning Administrator Brian Tatman, Emergency Services Chief Jason McCarthy, Charlie Maklem, and Ed Boll.

Mr. Jordan motioned to approve the minutes of the June 9, 2025 regular meeting. Mr. Bainum 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. Bainum motioned to approve the attached bills. Mr. Jordan second. All yeas.

Mr. Lefferson designated Mr. Tatman to take minutes at the July 14, 2025 regular Trustee Meeting as Mr. Lefferson will be out of town. Mr. Lefferson said that due to significant additional revenue the Township has received he requested and received an approved Amended Certificate of Estimated Resources from the County. Mr. Lefferson shared the Certificate dated June 2, 2025 with the Trustees. Mr. Lefferson requested increased appropriations due to the higher revenue, some higher-than-expected expenses, and potential needs to replace other vehicles and equipment. Mr. Bainum read and motioned to approve Resolution 2025-09 stating whereas, Williamsburg Township has received higher than anticipated revenue and incurred higher than expected vehicle repair, equipment breakdown, and other expenses, and may need to replace additional vehicles and equipment; Now therefore, be it resolved, by the Board of Trustees of Williamsburg Township of Clermont County, Ohio: A Resolution of Approval to amend the permanent appropriations by increasing the appropriated amount in Fund 1000 General, Account 1000-110-599 Other Expenses from \$527,500 to \$777,500 an increase of \$250,000, increasing the appropriated amount in Fund 2031 Road and Bridge, Account 2031-330-599 Other Expenses from \$35,000 to \$85,000 an increase of \$50,000, and increasing the appropriated amount in Fund 2111 Fire, Account 2111-220-599 Other Expenses from \$400,000 to \$600,000 an increase of \$200,000. Mr. Jordan second. Roll call: All yeas. Mr. Lefferson discussed electric aggregation for Williamsburg Township owned properties (not residents) in the Village of Williamsburg. He indicated that because Duke Energy's electric cost was currently lower than the proposed electric supplier, he opted out and kept the Township properties with Duke. The Trustees supported this decision.

Zoning Report

Mr. Tatman provided a report. He indicated he had been using the new software to log complaints that have been called in to the Zoning Office. He said there were a couple of issues he had to work through but the software seems to be a good investment. Mr. Tatman indicated he would add the online complaint option to the website this week so it can be live for everyone to use. Mr. Jordan suggested that Mr. Tatman put the new software up on the screen at the Township Hall and walk through it at a future meeting. Mr. Tatman said yes, he could do that after some of the bugs are worked out. Mr. Bainum said he spoke with a neighbor of the Sammons property on Half Acre Road who had concerns about potential use of the property for storage units or other storage. Mr. Bainum indicated he informed him that before anything would happen that required approval for changes in use to the property, that he would be notified. Mr. Jordan thanked Mr. Tatman for using the new system to log a high grass issue on Dela Palma Road. Mr. Tatman said the letter has been sent but more leg work may be required. Mr. Jordan and Mr. Tatman agreed that the property appeared vacant. Mr. Jordan asked Mr. Tatman about recurring high grass problems next to the Township Hall and down the road. Mr. Tatman said he would follow up. Mr. Jordan asked about the potential water issue off of Ireton Road and if he had talked to the resident. Mr. Tatman said he had not but was following up on a couple things and will check it again Wednesday. Mr. Jordan said Mr. Greg Grover had some questions about a sign for his church. Mr. Tatman indicated he had not spoken with him yet. Mr. Jordan asked Mr. Tatman to walk Mr. Grover through the process. Mr. Bainum asked about a new address request on Clover Road. Mr. Tatman said he would follow up on Tuesday.

Cemetery and Maintenance Report

Mr. Tatman provided a report. He indicated they have started trimming cemeteries again. Mr. Tatman said that for Junk Days 15 dumpsters and one compactor truck were utilized. He stated that the road pipes on Coon Avenue have been replaced and the Department will be patching the cuts tomorrow (Tuesday). Mr. Tatman said potholes have been filled. He indicated along the roads have been mowed and the Department is working on cutting brush back as well. Mr. Tatman said the bridge in town being out has made it difficult to get equipment back and forth to the south side of town. The bridge is to be open some time tomorrow (Tuesday June 24th). Mr. Tatman discussed the road pipe work needed on Todds Run Foster Road. He indicated the bottom of the pipe is rusted out and he recommends relining it with a gunite product. Mr. Tatman said they have

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used before and it worked in another area on Hageman Crossing Road. He said with the stone wall on Todds Run Foster Road replacing the pipe would potentially cost \$50,000 and create significant road closure. Mr. Jordan asked if the gunite process was successful on Hageman Crossing Road. Mr. Tatman said it was. Mr. Tatman said the County uses this process as well. Mr. Tatman provided a proposal from National Gunite to rehabilitate the culvert pipe at a cost of \$24,682. Mr. Jordan motioned to hire National Gunite of Johnstown, PA to rehabilitate the culvert pipe on Todds Run Foster Road at a cost of \$24,682.00. Mr. Bainum second. All yeas.

Emergency Services Report

Chief McCarthy provided a report. In regard to community participation, the Chief said crews attended the June in Olde Williamsburgh Parade Friday and fireworks event Saturday. For the fireworks the Department had an inspector there most of the day and a crew that night. The Chief informed the Trustees that Tower 73 needed new batteries and they have been replaced. Chief McCarthy requested replacement lights for Tender 73 (headlights, scene lights, and rear emergency lights) at a cost of \$2,349.45 and replacement of miscellaneous emergency lights and scene lights on Tower 73 at a cost of \$2,288.00. The Chief said this will update our outdated emergency lighting and convert scene lighting and headlights to LED for better visibility. The total cost is \$4,637.45 through Mullen Safety Supply LLC. Mr. Bainum motioned to purchase replacement lights for Tender 73 (headlights, scene lights, and rear emergency lights) at a cost of \$2,349.45 and replacement of miscellaneous emergency lights and scene lights on Tower 73 at a cost of \$2,288.00 through Mullen Safety Supply LLC, Mt. Orab, OH. Mr. Jordan second. All yeas. Chief McCarthy reported that one of the garage doors at the station was hit when a crew was returning from a call. As they were about to enter the building the door began to close and there was no way they could have prevented it. The door has been repaired in house and is operational. Not sure on the exact cause for the door going back down but the Chief said they are monitoring the situation. There are plans to replace all the doors at some point in the future. Mr. Bainum thanked Chief McCarthy for the Department's participation in June in Olde Williamsburgh.

Mr. Jordan said he sits on the Adams-Clermont Solid Waste District Board and has been a Board Member for about a year and a half. He indicated that prior to his arrival the District began putting together an update to their Solid Waste Management Plan. The Trustees were provided the Draft 2025 Solid Waste Management Plan Update and a summary document. Mr. Jordan indicated he was supportive of the updated plan. Mr. Jordan motioned to adopt Resolution 2025-10 approving the Solid Waste Management Plan for the Adams-Clermont Solid Waste District. Mr. Bainum second. All yeas.

Mr. Jordan expressed appreciation for the work Kenny Carter's Grant Vocational School students performed on the Township Hall floors. Mr. Jordan said this past Friday he delivered the Township's letter of appreciation and donation of drills, impact drivers, and accessories to the school. Ms. April Graybill accepted the donation and the school was elated with the donation and expressed their gratitude.

Mr. Bainum indicated he attended the Clermont County Transportation Improvement District Board Meeting on Friday, June 13th. He said a potential roundabout at Half Acre Road and James E. Sauls Drive was discussed. Mr. Bainum said it appeared the County was taking everything into consideration such as low-level loads and the activity of businesses in the area. Mr. Bainum said he believes it needs to be a wide area with lower curbs. He said this looks like it is going to happen. He said a potential timeline of next spring was given if funding goes through. Mr. Bainum said the County also discussed finishing 400 feet of road in the South Afton Industrial Park by the sewer lift station at a nominal cost. Mr. Bainum said he found the information at the meeting to be helpful and that he planned to start attending those meetings.

Public Participation

Mr. Bainum opened the meeting for public participation. Mr. Maklem asked if Mr. Bainum could share the number being spent on the South Afton Industrial Park because it has some impact on Williamsburg School funding. Mr. Bainum said it appears to be estimated at \$19,000.00. Mr. Boll asked about the revenue increases associated with Resolution 2025-09 passed earlier in the meeting. Mr. Lefferson said JEDD revenues were coming in higher than budgeted and there was a non-budgeted donation from the Abrams Foundation so far this year. Mr. Boll asked about the Solid Waste Plan approved in Resolution 2025-10. Mr. Jordan discussed some aspects of the plan including a proactive approach to recycling. Mr. Lefferson stated that 60% of the communities involved must pass a resolution in support of the plan before the District can adopt it.

There being no further business, Mr. Bainum motioned to adjourn at approximately 7:37 p.m. Mr. Jordan second. All yeas.

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Fiscal Officer

Chairperson