

# **Williamsburg Township Board of Trustees Minutes**

## **August 11, 2025**

The Williamsburg Township Board of Trustees met on Monday, August 11, 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, Gary Jordan, 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, Joseph Martin, Jody Wilson, and Ed Boll (arrived 7:20 pm).

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 minutes of the July 28, 2025 regular meeting. Mr. Jordan second. Roll call: Mr. Jordan yea, Mr. Henning yea, Mr. Bainum yea.

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

Fiscal Officer Lefferson reported that he and Mr. Jordan attended the Clermont County Tax Incentive Review Council (TIRC) Meeting on August 6<sup>th</sup>. Mr. Lefferson stated that all Enterprise Zones, Tax Increment Financing (TIFs), and Community Reinvestment Areas within the County were approved.

### **Zoning Report**

Mr. Tatman provided a report. He indicated two zoning certificates for inground pools had been issued since the last meeting. Mr. Bainum said he noticed one of our complaint sites on Half Acre Road had been mowed. Mr. Tatman said yes it had. Mr. Tatman indicated he was about ready to add the zoning complaint section to the website. He also said he anticipates having training on zoning applications on the new software in the next couple of weeks. Mr. Tatman informed the Trustees that the zone change discussed in previous meetings has been added to the Clermont County Economic Development Planning Meeting at the end of the month. He stated after that it goes to our Zoning Commission. Mr. Jordan stated the property next door to the Township Hall needs taken care of due to high grass. Mr. Jordan said all the paperwork was in to Desmond Maaytah of the Clermont County Land Use Bank regarding the demolition of structures on Half Acre Road and Bootjack Road.

### **Cemetery and Maintenance Report**

Mr. Tatman provided a report. He stated the boom mower was down last week. It needed a new front hub which was replaced on Friday. He indicated the mower went back down Friday afternoon due to a switch issue, but was expected to be back up Tuesday or Wednesday. Mr. Henning asked if the repairs were performed in house. Mr. Tatman said yes, they were. Mr. Tatman stated they have started laying out and digging foundations and also continue to mow and trim the cemeteries. Mr. Tatman said the quote for ice guards on the new and old maintenance building roofs is \$1,800.00. He indicated ice guards were not in the original plans and everyone overlooked it. He said it was noticed last year during the snowstorms when they had 2 and 3 feet of snow in front of the bay doors. The price is from builders that originally worked on the buildings, Vernon Yoder, Danville, Ohio. Mr. Bainum motioned to have ice guards installed on the old and new maintenance buildings at a cost of \$1,800.00 by Vernon Yoder, Danville, Ohio. Mr. Henning second. All yeas. Mr. Tatman informed the Trustees that the County paved Sally Drive and Coon Avenue today. Mr. Tatman recommended proceeding with the purchase of a 2025 Ford F-600 truck from Rush Truck Centers of Ohio, Inc. for \$117,977.20. The truck will be upgraded with equipment for snow and ice removal as part of the price. Mr. Lefferson said our attorney at the County Prosecutors Office had prepared a resolution and he had determined the funds to utilize. Mr. Henning motioned to adopt Resolution No. 2025-12 authorizing the purchase of a 2025 Ford F-600 truck through Sourcewell from Rush Truck Centers of Ohio, Inc for \$117,977.20. Mr. Jordan second. All yeas. Mr. Jordan asked about the drainage issues on Ireton Road raised by Ms. Sackrider. Mr. Tatman said he had been out and looked at it and it was dry. He indicated he added some sakrete and that ground moisture would allow it to set. There was also discussion of a ditch through there. Mr. Jordan asked if any water was checked for fluoride indicating a leak. Mr. Tatman said because it dried out, he did not believe there was any leak. He also indicated they would add dirt. Mr. Henning asked if the tools they were purchasing were in yet. Mr. Tatman said no because he was getting an itemized list.

Mr. Jordan said he, Mr. Tatman, and Mr. Lefferson participated in a Land Use Plan meeting with the County who is assisting the Township in updating our plan. He indicated we are working on a survey to go out to the community. Mr. Jordan said there was another meeting in a couple of weeks. Mr. Tatman said we are tentatively looking at the end of October for a survey. Mr. Jordan said we are getting all the questions together. Mr. Jordan and Mr. Tatman indicated the goal was to complete the Land Use Plan by the end of the year or first of next year.

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### **Emergency Services Report**

Chief McCarthy provided a report. There were 58 Fire and 106 EMS calls for the month of July. In regard to community participation, the Chief said they participated in National Night Out in conjunction with the Village of Williamsburg Police Department, there was a good turnout, and he indicated his Department has a good relationship with the Police Department. The Chief said the 2019 Horton Ambulance rear air conditioning unit was checked by an Atlantic service tech and repairs were made, a wire connection fixed. He indicated the 2016 Horton needs a rear lift cylinder replaced for the liquid spring system. The Chief said they are working on getting prices for this repair. He informed the Trustees that the Honda motor on the brush truck has gas in the oil and is out of service. Chief McCarthy said due to the age of the equipment, we need to look for a new brush unit and sell the current jeeps. Mr. Henning asked if we were fixing the current brush truck until we get a new one in. The Chief said he was evaluating that and looking at other resources to fund a new brush unit. In regard to training, the Chief said the Department had CPR training. Chief McCarthy said the first Wednesday of the month the outdoor hazardous warning system is tested. On Wednesday August 6<sup>th</sup> there was a county wide failure of the outdoor all hazards warning system. With this failure the warning sirens did not activate, except for the siren on Moore Street in Williamsburg that remained active for a continuous amount of time. Clermont County Communications had Mobile Comm dispatched to the site to remediate the issue. No report has been received yet to the cause of these failures. Recently there have been issues county wide with the activation of the outdoor warning sirens as well as issues with our alerting devices for emergency calls as to where they are not activating for calls. The Communications Center has been working with Mobile Comm to rectify these issues with no avail to this point. These failures are a major concern for our department and Township residents pertaining to receiving notifications of life safety emergencies. We do have redundancies in place to notify us of emergency calls in the event our primary alerting system does not activate. The Clermont County Chiefs Alliance has submitted a formal letter to the Assistant County Administrator of Clermont County regarding concerns on these failures. The Chief said this is important to us and our residents. He said a re-test was tentatively scheduled for August 20<sup>th</sup>.

Mr. Bainum asked Chief McCarthy to give an update on the America 250 mural. The Chief said they had offered the Firehouse as a potential mural site if needed. He said we were contacted, but the group working on it determined that they would need a specific vinyl to cover the windows at cost of \$20,000 or plywood over the windows which the building department would not allow. The group said it would be too expensive at the Firehouse. Chief McCarthy said at least we tried to be of assistance for this community project.

Mr. Bainum said he attended the Clermont County Transportation Improvement Meeting. He discussed two projects affecting the Township. There are still plans to tie the roads together at the lift station behind Purina at a cost of about \$23,000 and the County has the dollars to start engineering regarding a roundabout at Half Acre Road, Afton Drive, and James E. Sauls Road. Mr. Bainum said it was a productive meeting.

Mr. Bainum said that it is his understanding in discussions with the owner of the Shell Station that the access road to Shell and Wendy's will be fixed in September. Mr. Henning said the potholes were done today.

Mr. Bainum said the Williamsburg Township Board of Trustees will hold a Special Meeting at the Williamsburg Township Hall, 4025 Alexander Lane, Williamsburg Township, Clermont County, Ohio at 10:00 AM Thursday, August 14<sup>th</sup>, 2025 to consider negotiations with other political subdivisions respecting requests for economic development assistance and all other matters that may come before the Board. He said the Trustees will go into Executive Session for the economic development discussion.

### **Public Participation**

Mr. Bainum opened the meeting for public participation. Ms. Wilson provided an update on Pipers Pantry. She thanked Mr. Tatman for placing the flyer on the Township website and calendar. Ms. Wilson said she had worked to promote the event online and has a feeling it will break the record of those before. She said she would get with Chief McCarthy for set up. Ms. Wilson indicated that when she posted the event online within 20 minutes there were 50 people wanting more information. On a separate item, Ms. Wilson said there had not been a police report in the meetings for a while. Mr. Bainum said that was a good question and he would follow up, normally there is a report once a month.

Mr. Jordan thanked Mr. Tatman for taking care of Mr. Bastin's cemetery deed.

There being no further business, Mr. Bainum motioned to adjourn at approximately 7:34 p.m. Mr. Jordan second. All yeas.

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Fiscal Officer

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Chairperson