

Williamsburg Township Board of Trustees Minutes

January 12, 2026

The Williamsburg Township Board of Trustees met on Monday, January 12, 2026 to transact business. Mr. Jordan called the meeting to order at 7:00 p.m. All joined in the Pledge of Allegiance to the Flag. Guy Bainum, Charlie Maklem, 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, James Weaver, Nathan Perriman, Sgt. Adam Bailey, Mandy Brewer, and Ed Boll.

Mr. Bainum motioned to approve the minutes of the December 15, 2025 regular meeting. Mr. Jordan second. Mr. Bainum – yea, Mr. Jordan – yea, Mr. Maklem - abstain.

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. Maklem second. All yeas.

Mr. Lefferson said as a point of clarification to OPERS and Ohio Police & Fire retirement payments referenced in the December 15, 2025 meeting, the Township does not fund the employee portion of these payments. Mr. Lefferson reported that the financials included a receipt in the amount of \$44,500 for a grant from the Ohio Environmental Protection Agency. This grant was a reimbursement for previous expenditures at the Township for salt calibrators for the maintenance trucks and a concrete pad around the salt barn. This grant will have a positive environmental impact on the Township.

Mr. Lefferson introduced Resolution No. 2026-02 authorizing internet sales through the GovDeals website. This is a standard resolution that is completed annually. Mr. Bainum motioned to adopt Resolution No. 2026-02 authorizing sale by internet auction of personal property that is not needed for public use, is obsolete, or is unfit for the use for which it was acquired pursuant to Section 505.10 of the Ohio Revised Code. Mr. Jordan second. All yeas.

Mr. Lefferson stated while the Clermont County Prosecutor's Office is still the Township's attorney of record, in 2025 the Township approved utilizing Brosius, Johnson & Griggs, LLC Worthington, Ohio for additional legal counsel. Mr. Lefferson indicated Resolution No. 2026-03 employs Brosius, Johnson & Griggs for 2026 with legal fees up to \$10,000. Mr. Maklem motioned to adopt Resolution No. 2026-03 to appoint Brosius, Johnson & Griggs, LLC Worthington, Ohio to counsel and represent the Township on an annual basis for calendar year 2026 at a cost not to exceed \$10,000.00. Mr. Bainum second. All yeas.

Sgt. Adam Bailey of the Clermont County Sheriff's Office provided a report on activity in the Township by month for 2025. He indicated December activity was relatively consistent with November and the rest of the year. Sgt. Bailey reiterated that the information only category involved situations that need more documentation and that mental health issues were a big issue throughout the County. The following Offense Reports were taken for December and year-to-date for 2025:

| | <u>December</u> | <u>Year-to-date</u> |
|--|-----------------|---------------------|
| ○ Assault | 2 | 7 |
| ○ Animal Offense | 0 | 5 |
| ○ Breaking and Entering/Burglary | 0 | 3 |
| ○ Criminal Damage/Vandalism | 0 | 4 |
| ○ Death Investigation | 0 | 4 |
| ○ Disorderly Conduct/Obstruction/Resisting Arrest/Fail to Comply | 2 | 5 |
| ○ Domestic Violence | 0 | 8 |
| ○ Drug Offense | 3 | 9 |
| ○ Endanger Child/Interfere Custody | 0 | 2 |
| ○ Extortion/Conspiracy/Bribery | 0 | 1 |
| ○ Falsifying Information/Impeding Police/Tampering | 0 | 2 |
| ○ Fire/Arson Offense | 0 | 4 |
| ○ Found Property | 0 | 3 |
| ○ Harassment/Intimidation/Menacing | 0 | 10 |
| ○ Identity Fraud/Forgery | 1 | 7 |
| ○ Information Only | 3 | 36 |
| ○ Drug Overdose | 0 | 1 |
| ○ Missing person/Runaway | 0 | 3 |

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| | <u>December</u> | <u>Year-to-date</u> |
|------------------------------------|-----------------|---------------------|
| ○ Open Container/OVI | 2 | 4 |
| ○ Receive Stolen Property | 0 | 1 |
| ○ Recover Vehicle/Unauthorized Use | 0 | 2 |
| ○ Sex Offense/Public Indecency | 0 | 3 |
| ○ Suicide/Attempt/Mental Health | 2 | 24 |
| ○ Theft Offense | 3 | 17 |
| ○ Trespass Offense | 0 | 7 |
| ○ Underage/Child Abuse | 0 | 1 |
| ○ Violate Protection Order | 0 | 3 |

For a total of 18 Offense Reports in December and 176 for all of 2025. Mr. Jordan said he was glad the Mental Health Levy passed. Sgt. Bailey said mental health issues were the Department's most consistent calls. The Trustees thanked Sgt. Bailey for his service.

Mandy Brewer, Branch Supervisor for the Williamsburg and Batavia branches of the Clermont County Public Library provided an update on library programs and services including the Cozy Winter Read program. Ms. Brewer also pointed out that the library has notary services by appointment. Copies of a newsletter outlining library activities for January and February are available at the Township Hall and information is also available at clermontlibrary.org. Mr. Jordan thanked Ms. Brewer for the information.

Public Participation

Mr. Jordan opened the meeting for public participation and indicated that going forward public participation would occur prior to the department reports. Ms. Wilson indicated she was representing the SOS Team and Pipers Pantry and provided an update on the organizations' activity. She indicated the pop-up events they had to distribute dog food, cat food, and cat litter to people in need had distributed 11,530 pounds of dog food, 6,267 pounds of cat food, and 4,080 pounds of cat litter and other food. Ms. Wilson indicated that they had implemented some safeguards to help prevent a few issues of people reselling the items. She requested to set up a pantry event on Saturday, May 16th at the Williamsburg Township Emergency Services Building from 10 am to 11:30 am, similar to an event held in 2025. She said a Hold Harmless Agreement would be signed again. Chief McCarthy indicated he was ok with the event. The Trustees agreed stating they were ok with the event. Ms. Wilson said people need it. Mr. Maklem asked what the biggest need was. Ms. Wilson said at the Bethel event they provided food for approximately 110 dogs and 156 cats. She also mentioned that there were discounts for spaying or neutering. Mr. Boll asked about the Bill Brewer Foundation Dinner. Sgt. Bailey said the event was closed to the public.

Zoning Report

Mr. Tatman indicated he would provide year-end statistics at the next meeting and that no zoning certificates had been issued since the last meeting.

Cemetery and Maintenance Report

Mr. Tatman provided a report. He said pipe inspections are completed for the year. There are three pipes that need to be replaced one on Ellis Road, Todds Run Foster Road, and Ireton Road. Mr. Tatman said they will need to be replaced soon because they are completely washed out in the bottoms. These pipes will be replaced over spring break or summer along with three pipes that will be replaced on Ashton Road before it is blacktopped. Mr. Tatman indicated Gunite will be in this week to work on the culvert pipe on Todds Run Foster Road. Mr. Tatman stated there were three funerals this past week. He indicated all equipment is up and running and that the International Dump Truck is the last one that needs serviced for the season. Mr. Tatman discussed a beaver dam under Musgrove Road and that the water flow being redirected creates issues. Wade Posey is trapping the beavers and has caught one. The beavers have cut approximately 100 4-to-6-inch trees in the area. The Village of Williamsburg has borrowed the 2008 one-ton truck again. The Village has an interest in purchasing the truck and are getting prices to replace the bed. Once they know that number, they will let us know their intentions. Mr. Jordan asked about the Township's salt supply. Mr. Tatman said the salt barn is about half full with 55-60 tons. Mr. Jordan asked about sign issues in the Commons of East Fork that were brought up in a previous meeting. Mr. Tatman said they were working on that today and had replaced some road signs, a stop sign, and repaired a speed limit sign. Mr. Jordan said the biggest issue in the Commons of East Fork is speeding and that we need to keep an eye on it and may place the radar sign there. Mr. Tatman said once an additional street sign is repaired, they will put the radar on it. Mr. Tatman said he has assigned the placement of the radar sign going forward to Aaron Whaley. There has been some discussion with residents regarding the speed on Musgrove Road. The Township does not set the speed limits and has explained the process for

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changes. Mr. Bainum discussed the possibility of removing the fence around Clover Cemetery. He said he talked to some of the neighbors and they have no problem if the fence is pulled out. Mr. Bainum stated there was no fence in the back. Mr. Bainum thought it was a great idea and would make the grounds easier to maintain. Mr. Jordan asked if the arch entrance would be left and the Trustees agreed it should be. Mr. Maklem said he would go out and take a look at it. No decision was made. Mr. Lefferson discussed a resolution to participate with Clermont County on road paving next year. This is a standard practice for the Township to gain economic efficiencies and has been discussed in previous meetings. Mr. Jordan motioned to adopt Resolution No. 2026-01 a Resolution to enter into a road resurfacing agreement with the Board of County Commissioners of Clermont County, Ohio. Mr. Maklem second. All yeas. Mr. Bainum discussed the possibility of paving at Clover Cemetery next year. Mr. Tatman said he would take a look at it. Mr. Jordan discussed an area on Bootjack Road where it meets Musgrove Road that washes out. Mr. Tatman said it was scheduled to be ditched.

Emergency Services Report

Chief McCarthy provided a report. There were 46 Fire and 109 EMS calls in December. The annual call totals for 2025 were 548 Fire and 1,188 EMS. In regard to community participation, Department members attended first responder night at the high school basketball game. Chief McCarthy stated the siren stopped working on the 2019 ambulance. A new wiring harness was ordered and the issue seems to be fixed. He said the 1993 Sutphen had a front fender well come loose from an incident. The truck was sent to Williamsburg Truck and Auto for repair and was fixed and back today. Chief McCarthy requested approval for a change order for the concrete work on the bay floors at a total cost of \$4,466.00. The change order is for additional cracks in the floor that need repaired. Mr. Maklem motioned to approve additional concrete work on the Firehouse Bay floors at a cost of \$4,466.00 by Towne Construction. Mr. Jordan second. All yeas. Chief McCarthy requested to purchase a new seat belt for the 2019 Horton ambulance at a cost of \$965.32. Mr. Bainum motioned to purchase a new seat belt for the 2019 Horton ambulance at a cost of \$965.32. Mr. Maklem second. All yeas. Chief McCarthy requested approval to send the 2007 Sutphen SPH 100 to 911 Fleet to have the pump packing replaced and the tank to pump valve replaced as both are leaking. The cost is \$2,107.58. Mr. Jordan motioned to approve sending the 2007 Sutphen SPH 100 to 911 Fleet to have the pump packing replaced and the tank to pump valve replaced at a cost of \$2,107.58. Mr. Bainum second. All yeas. Chief McCarthy said he and Mr. Tatman had been evaluating an under-carriage salt neutralizer for their vehicles. They recommend purchasing a salt neutralizer system at a cost of \$4,000.00 and a 55-gallon drum of solution for \$1,045.00 from Enzo's Cleaning Solutions, Sandusky, Ohio with cost to be shared by Emergency Services and Maintenance. Mr. Maklem asked approximately how long the drum of solution will last. The Chief said expectations were a couple of years. Mr. Maklem asked if it was ok for the solution to go into the drain. Chief McCarthy indicated it was. Mr. Jordan motioned to purchase a salt neutralizer system at a cost of \$4,000.00 and a 55-gallon drum of solution for \$1,045.00 from Enzo's Cleaning Solutions, Sandusky, Ohio. Mr. Maklem second. All yeas. Chief McCarthy requested to send Captain Pollitt to Fire Officer 1 and 2 class. The cost of the class is \$850.00. Mr. Bainum motioned to send Captain Pollitt to Fire Officer 1 and 2 class at a cost of \$850.00. Mr. Maklem second. All yeas. Mr. Jordan complimented the Chief and his team for their performance in 2025. Mr. Bainum asked about the use of the new Children's Hospital facility in Eastgate. Chief McCarthy said currently it is not an emergency facility.

Mr. Jordan said the Township's 2-year contract extension with Rumpke ends March 31, 2026. He indicated he spoke with Rumpke and Hannah Lubbers, Adams-Clermont Solid Waste District regarding the contract. There have also been discussions with our attorneys at the Clermont County Prosecutors Office. There has been discussion about a potential consortium with other townships while maintaining individual contracts.

Mr. Bainum brought up looking at what it would cost to finish the flooring thresholds and get new front windows at the Township Hall. Mr. Bainum stated the Clermont County Township Association Meeting was at the Batavia Township Hall this month.

There being no further business, Mr. Jordan motioned to adjourn at approximately 7:51 p.m. Mr. Maklem second. All yeas.

Fiscal Officer

Chairperson