

Williamsburg Township Board of Trustees Minutes

February 9, 2026

The Williamsburg Township Board of Trustees met on Monday, February 9, 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, Emergency Services Chief Jason McCarthy, Maintenance Supervisor/Zoning Administrator Brian Tatman, Jim Weaver, and Ed Boll.

Mr. Bainum motioned to approve the minutes of the January 26, 2026 regular meeting. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

Mr. Maklem motioned to approve the minutes of the January 29, 2026 special meeting. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

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. Maklem motioned to approve the attached bills. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

Mr. Lefferson reviewed the Township's Official Certificate of Estimated Resources approved by the Office of the Budget Commission Clermont County. In summary, the Township had \$2,616,546 in unencumbered balances at January 1, 2026, estimated sources of revenue in 2026 of \$2,269,700 for total 2026 estimated resources of \$4,886,246. Mr. Lefferson provided the final 2026 Revenue Budget. Mr. Lefferson also presented the recommended Permanent Appropriations for 2026 which totaled \$2,612,487. After review and discussion, Mr. Maklem motioned to approve the 2026 Permanent Appropriations as presented. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

Public Participation

Mr. Jordan opened the meeting for public participation. Mr. Boll asked about the Township use of outside attorneys. Mr. Jordan indicated that while the Clermont County Prosecutor's Office is still utilized, in 2025 the Township began using an additional law firm in Worthington, Ohio for certain items. This increased legal assistance was necessary given the volume and type of issues facing the Township given the growth in the area. Mr. Jordan said, as an example, the Worthington firm was used to craft the moratorium on data centers utilizing their expertise on this topic in relation to townships. The Township's attorney of record is the Prosecutor's Office but the Township is supplementing that with the firm from the Columbus area.

Zoning Report

Mr. Tatman provided a report. He indicated several new addresses have been issued the last couple of weeks for new residences and businesses, including a new gas station at James E. Sauls, Sr. Road. Mr. Tatman said there will need to be a Zoning Commission Hearing soon for the Anderson property at SR 276 and Sharps Cutoff. The property owner is looking to do outside storage and will need a zone change. Mr. Maklem asked if the plan was for public storage. Mr. Tatman indicated he had not read all the paperwork at this time. Mr. Tatman indicated the Land Use Plan process was progressing. Mr. Jordan said in regard to the Land Use Plan, the Township will involve the Zoning Commission, provide a survey to residents and businesses, and possibly have a public meeting at a larger venue such as the school. Mr. Jordan said the Township is working on a timeline to gather all this input. For the last Land Use Plan in 2004, only 13 residents were interviewed. The Township is working to get an electronic or paper copy survey to everyone so residents will have a voice and an opportunity to talk. Mr. Tatman indicated he would be getting the Zoning Commission together to work on data center language for the Zoning Book over the next couple of months and that we would also gather input from attorneys. Mr. Jordan said we should also look at adjacent townships. He said he saw some research that indicated data centers could use as much water as 100,000 houses.

Cemetery and Maintenance Report

Mr. Tatman provided a report. He thanked the Trustees and the Township for allowing him to attend the Ohio Township Association Winter Conference indicating it was very informative. Mr. Tatman reported that the maintenance building has had issues with the water line freezing. The builder has been in and checked on it several times. It is believed that the problem has been identified and the insulators will be out tomorrow (February 10th) to add insulation to certain areas. Mr. Tatman said Mr. Whaley was out salting when he returned from the conference and then he was out until 8:30 pm salting as well. He indicated the Township still has plenty of salt. Mr. Tatman said Mr. Whaley did get some thresholds and trim down at the Township Hall and that the work should be finished this week or next. Mr. Tatman discussed removing two trees in

Williamsburg Township Board of Trustees Minutes

February 9, 2026

the older section of the main cemetery due to their age and condition. He had one price of \$3,600 per tree to take them down and clean it all up. Mr. Jordan asked Mr. Tatman to secure some more bids. Mr. Tatman said he and Chief McCarthy have been discussing using a software program to track maintenance of equipment and that they are waiting on a price from ESO. Junk Days for 2026 are June 11th from 8 am to 8 pm, 12th from 8 am to 8 pm, and 13th from 8 am to 4 pm. Mr. Jordan said he spoke with representatives from Gunite at the conference. Mr. Tatman said that Gunite has an estimated day and a half of work left on Todds Run Foster Road after the weather breaks.

Emergency Services Report

Chief McCarthy provided a report. There were 56 Fire and 126 EMS calls for the month of January. Chief McCarthy said that Tower 73 has been dropped off at 911 Fleet for the scheduled maintenance today and is anticipated to be back Friday. The new Chief's vehicle has been dropped off at LW Outfitter for the lighting, command tray, and console install. Graphics were completed last week. Chief McCarthy informed the Trustees that an Easy Badge ID printer with 250 badges is \$829.00. The Chief said we design the badges with software. There was discussion about using the badges for building access but for now they would be used for identification only. The Chief said he was waiting on a few other quotes but requested to spend up to \$850.00 on an ID printer. Mr. Bainum motioned to spend up to \$850.00 to purchase an ID printer. Mr. Jordan second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea. Chief McCarthy requested to spend up to \$3,500.00 on coats for the active members of the department. Mr. Jordan motioned to spend up to \$3,500.00 to purchase coats for active members of the Emergency Services Department. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea. Chief McCarthy said the department needs to purchase replacement batteries for our Stryker cots. Two batteries are needed at a cost of \$349.86 per battery for a total of \$699.72. Mr. Maklem motioned to purchase two batteries for Emergency Services Stryker cots at a total cost of \$699.72. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea. Chief McCarthy said Joan Foster has submitted her resignation. Mr. Bainum motioned to accept the resignation of Joan Foster from the Emergency Services Department. Mr. Jordan second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea. The Chief informed the Trustees that we did not receive the MARCS radio grant we applied for last year. Chief McCarthy indicated the gear extractor has been repaired and a failed power unit was replaced.

Mr. Maklem discussed the Ohio Township Association Website Education Subscription. The site provides on demand education material. Mr. Maklem indicated he felt this could be a valuable resource at a reasonable cost. The subscription is \$250 per year. The Trustees agreed. Mr. Maklem motioned to purchase the Ohio Township Association Website Education Subscription at a cost of \$250 per year. Mr. Jordan second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

Mr. Maklem discussed applications for a smartphone that would allow the Township to push information out to the residents. There would be no cost to the residents. Mr. Maklem said one such app is Savvy Citizen and may cost the Township \$250 per month. Another similar tool is GoGov. Mr. Maklem indicated he was still investigating these apps and would come back to the Trustees with more information later. Mr. Maklem said there may be an opportunity to share the app with the Village but the companies are getting back with us.

Mr. Maklem discussed the possibility of moving from a .org domain to a .gov domain in the future. This would involve changing email addresses. He said there is a grant available from CyberOhio to help cover the cost of migrating to .gov up to \$9,500 with a 20% local share. Mr. Jordan asked what the benefit was of moving to .gov. Mr. Maklem said enhanced cybersecurity. Mr. Weaver referenced a couple local municipalities using .gov but said many others were using .org.

Mr. Bainum said he was researching tombstone restoration based on some information he had received at the conference.

Mr. Boll asked if a date for the public meeting on the Land Use Plan had been set yet. Mr. Jordan said it had not. Mr. Boll presented the Trustees with a document on the Eastern SR 32 corridor prepared at some point by Collier Real Estate Group. Mr. Jordan indicated he believed they were familiar with it but thanked him and said they would take a look at it.

There being no further business, Mr. Bainum motioned to adjourn at approximately 7:51 p.m. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

Fiscal Officer

Chairperson