

# Williamsburg Township Board of Trustees Minutes

## March 19, 2026

The Williamsburg Township Board of Trustees held a Special Meeting on Thursday, March 19, 2026 at the Williamsburg Township Hall, for the following purpose: to consider confidential information related to economic development and to consider employment of a public employee, and all other matters that may come before the Board. Mr. Jordan called the meeting to order at 9:00 a.m., and 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, and Maintenance Supervisor/Zoning Administrator Brian Tatman.

There was no public participation.

Under discussion items, Mr. Jordan discussed Ashton Road which the Township has scheduled for road resurfacing this year. He indicated it has been brought to our attention that the Village of Williamsburg is talking with Brown County Water and considering annexing down Ashton Road. He continued that we do not know how much or exactly where and that the Village does not communicate with the Township on what they want to annex. Mr. Jordan said he reached out to Clermont County Assistant Prosecutor Julia Carney and she provided some information regarding County Commissioner approval of annexation referencing Ohio Revised Code Section 709.033. He said the intent of this annexation is to move miles outside the Village. Mr. Jordan expressed concern about the Village finishing projects in previously annexed areas before moving to the next one. Mr. Jordan asked if the Trustees should consider adjusting the road resurfacing bid with the County on Ashton Road due to concern over construction traffic by shifting the work from Ashton Road to Musgrove Road. Mr. Bainum discussed property in the area of Ashton Road and what areas are being annexed. The Trustees viewed a map of the area. Mr. Maklem indicated if it is better to spend on Musgrove than Ashton Road due to construction trucks and the installation of sewers, we should consider it. It was believed Ashton Road would still be a Township Road. Mr. Bainum said with construction possible, the Township should do some fact finding on switching from Ashton to Musgrove Road. Mr. Maklem said we should talk to the Clermont County Engineer. Mr. Jordan said he would follow up. Mr. Maklem said Brown County Water has the water rights for the area around Ashton Road. Mr. Jordan indicated when he has spoken with residents in the unincorporated part of the Township, no one wants annexation. Mr. Jordan said in his opinion the Village through annexation tries to kill more than they can eat. Mr. Maklem indicated he thinks an approach of working with the Village through dialogue and conversation may be helpful. Mr. Maklem recapped next steps as: Mr. Jordan will reach out to the County Engineer to determine if the Township can shift the work scheduled for Ashton to Musgrove Road or just drop Ashton from the schedule, and Mr. Maklem will consider ways to have conversations with Village Council. The Trustees will follow up with Emergency Services Chief McCarthy for his thoughts on whether Brown County Water can supply enough water for fire suppression. Mr. Maklem asked Mr. Tatman about the culverts that were going to be replaced on Ashton Road prior to resurfacing. Mr. Tatman said they would push back the culvert work until he had more information on the plans for road resurfacing. Mr. Jordan asked Mr. Tatman about properties in the Township that may be appropriate for possible subdivisions. Mr. Tatman pointed out some areas.

Mr. Jordan provided an update on waste collection. He said Hannah Lubbers of the Adams-Clermont Solid Waste District indicated that Batavia Township does not want to participate in a waste collection consortium, so Williamsburg Township will bid out these services in the fall of this year.

Mr. Bainum reminded the group of the Clermont County Township Association Meeting tonight which was the annual meeting with the Clermont County Board of Health.

Mr. Lefferson made an information technology request to replace the firewall at the Emergency Services Building as the current appliance was at end of life. The cost of the new firewall appliance and implementation is \$1,438.36 with a monthly recurring fee of \$80.63, all through our technology partner LK Tech. Mr. Maklem had reviewed the quote in advance and found it reasonable. Mr. Maklem motioned to purchase and implement a new firewall at the Emergency Services Building at a cost of \$1,438.36 with a monthly recurring fee of \$80.63 through LK Tech. Mr. Bainum second. Mr. Bainum – yea, Mr. Maklem – yea, and Mr. Jordan – yea.

Mr. Maklem provided an update on implementing a Township Facebook page. He has been reviewing the potential page versus the Township social media policy. He indicated of the 13 other townships in the County, those that have a Facebook page allow comments. Mr. Maklem said before we go live with a page, we need to set the standards. Mr. Jordan indicated he had no interest in responding to comments because the Township does not have the resources at this time to respond in a timely manner. He said most of the Townships responding to comments probably have an administrator or someone to manage. Mr. Bainum said he agreed with Mr. Jordan's comments and that a Township Facebook page was about getting information out. Mr. Maklem agreed that the Township does not currently have the resources to reply to comments.

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Mr. Bainum indicated he had some preliminary discussions with another Trustee in Clermont County who was looking at the process for zip code changes within a Township. The Trustees noted that there is often confusion with Batavia zip codes in Williamsburg Township. Mr. Bainum indicated he would follow up.

Mr. Maklem informed the Trustees he spoke with LK Tech about an internet access point in the main hall at the Township Building in order to improve access. He also spoke with Mr. Tatman about running cable to facilitate this process.

Mr. Maklem informed the Trustees he spoke with a Township resident who had questions about sewer and water on one parcel that was a half-acre lot. Mr. Maklem said given the location and the small lot size, he directed the resident to the Village.

Mr. Jordan asked about improvements to the Township website. Mr. Maklem said the idea is that information can be put on Facebook that points people to the website. He said in the meantime he is also working on making some improvements to the website.

Mr. Jordan indicated he was working on the Spring/Summer Williamsburg Township Newsletter.

Mr. Jordan discussed a large tree that fell across Bethel-Concord Road last Sunday. He said he reached out to Mr. Tatman, Chief McCarthy, and the non-emergency 911 dispatch, and eventually the County and Duke Energy was involved. He thanked Mr. Tatman and Chief McCarthy for their efforts.

Mr. Tatman provided additional quotes to Trustees regarding a potential backhoe.

Mr. Maklem motioned to go into Executive Session pursuant to ORC 121.22 (G)(1) to consider employment of a public employee and ORC 121.22 (G)(8)(a) for the purpose of discussing confidential information regarding economic development at approximately 10:12 a.m. Mr. Bainum second. All yeas. Fiscal Officer Doug Lefferson was in the Executive Session. The Trustees came out of Executive Session at approximately 11:57 a.m. having only discussed confidential information regarding economic development (due to time constraints) with no action taken and no decisions made.

There being no further business, Mr. Jordan motioned to adjourn at approximately 11:57 a.m. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem - yea, and Mr. Jordan - yea.

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Fiscal Officer

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Chairperson