

# Williamsburg Township Board of Trustees Minutes

## April 27, 2026

The Williamsburg Township Board of Trustees met on Monday, April 27, 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, Sgt. Adam Bailey, Jody Wilson, Brian Bielfelt, and Ed Boll.

Mr. Maklem motioned to approve the minutes of the April 13, 2026 regular meeting. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea. Mr. Jordan motioned to approve the minutes of the April 20, 2026 special meeting. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea. Mr. Bainum motioned to approve the minutes of the April 21, 2026 special meeting. Mr. Maklem 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.

Sgt. Adam Bailey of the Clermont County Sheriff’s Office provided a report on activity in the Township for the month of March 2026 including a comparison by month for 2026, and a report by month of all activity in 2025. There was a significant decrease in activity in March compared to February, with 15 total offense reports versus 32. However, the 15 offense reports taken almost doubled from March 2025. Sgt Bailey indicated the Sheriff’s Department was busy in the Township and all over. The following Offense Reports were taken for March and year-to-date for 2026:

	<u>March</u>	<u>Year-to-date</u>
○ Assault	0	0
○ Animal Offense	0	0
○ Breaking and Entering/Burglary	0	1
○ Court Confiscation	0	1
○ Criminal Damage/Vandalism	0	0
○ Death Investigation	1	1
○ Disorderly Conduct/Obstruction/Resisting Arrest/Fail to Comply	1	2
○ Domestic Violence	0	2
○ Drug Offense	0	10
○ Endanger Child/Interfere Custody	1	2
○ Extortion/Conspiracy/Bribery	0	0
○ Falsifying Information/Impeding Police/Tampering	0	1
○ Fire/Arson Offense	0	0
○ Found Property	0	0
○ Harassment/Intimidation/Menacing	1	4
○ Identity Fraud/Forgery	1	5
○ Information Only	3	8
○ Drug Overdose	0	0
○ Missing person/Runaway	0	0
○ Open Container/OVI	1	4
○ Receive Stolen Property	0	1
○ Recover Vehicle/Unauthorized Use	0	0
○ Sex Offense/Public Indecency	0	2
○ Suicide/Attempt/Mental Health	3	7
○ Theft Offense	3	8
○ Trespass Offense	0	0
○ Underage/Child Abuse	0	1
○ Violate Protection Order	0	1
○ Weapons Offense	0	2

For a total of 15 Offense Reports in March and 63 for all of 2026. Mr. Bainum informed Sgt. Bailey that there have been reports of drinking in the main Williamsburg Cemetery. Sgt. Bailey responded that the Department would increase patrols in

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the area. Mr. Jordan initiated a discussion on Jake Braking. He said last year the Trustees discussed the topic and had some feedback that it was a safe way to stop a vehicle. Mr. Jordan indicated that additional feedback in the past was that there was a sign prohibiting on Batavia hill that is no longer there and that it was not enforced and was hard to enforce. He asked Sgt. Bailey if he thought it was an enforceable issue. Sgt. Bailey indicated he had never written a citation for it and that he worked at Batavia at one time and does not recall any citations being written for it. Sgt. Bailey said he would have to discuss with the Prosecutor's Office and does not see doing anything without the Prosecutor's Office direction. Mr. Jordan said a couple of years ago the Trustees decided not to place signs prohibiting Jake Braking because it was hard to enforce. Mr. Jordan thanked Sgt. Bailey for his input and said the Trustees are grateful for you and your team. Mr. Boll discussed picking up a man walking on the road who indicated he lives in the woods. Sgt. Bailey indicated if it is a mental health issue the Sheriff's Department would try to give him the resources he needs. Sgt. Bailey advised Mr. Boll not to pick up people walking on the road, if you think there is an issue call the Sheriff's Department. He continued that unfortunately there are some homeless people in the area. If it is an issue on someone's property, the property owner would have to follow through with a trespass.

### Public Participation

Mr. Jordan opened the meeting for public participation. Mr. Jordan indicated that in regard to a recent request to use the Firehouse as an area to collect signatures to get an issue on the ballot, even though it was a middle-of-the-road request, he thought the Township was best served by saying no. The other Trustees agreed. Ms. Wilson indicated it was a bi-partisan request and taxpayers pay for the parking lot. Mr. Jordan said we are trying to keep politics away from the Emergency Services Building. Ms. Wilson followed up on her request for a 250 Picnic donation from the Township. She indicated she had spoken to hundreds of people in Williamsburg Township and that they would be in favor of it and that this celebration was a unique circumstance. Mr. Jordan said we owe you an answer and will provide one next meeting. Ms. Wilson asked if there was any update on the solar farm. Mr. Maklem indicated Savion is looking for buyers of the electricity or the project as a whole. Savion is following up on some wetland issues created by some tree removal on the Jackson Pike side of the project. Mr. Maklem indicated he was scheduled to meet with them next week. The project has to be completed by the end of 2028 if not they lose their right to do that project. Brian Bielfelt indicated Savion could do a resubmittal. Mr. Maklem thought Savion was cautiously optimistic on finding a buyer for the electricity or the project. Even with a buyer for the project it is anticipated that Savion would somehow stay involved. Mr. Maklem indicated that the price they need per kilowatt is higher than what they can get today. Ms. Wilson asked if Jackson Township put a moratorium on data centers. Mr. Maklem said yes, they did a one-year moratorium. Ms. Wilson indicated she appreciates the work on the Township website. Ms. Wilson asked how many letters were sent out on the Land Use Plan Community Workshop. Mr. Maklem said 1,942 using the Secretary of State all registered voters list for Williamsburg Township with a manual process of trying to eliminate duplicate households. Ms. Wilson indicated she was disappointed in the turnout. Mr. Maklem said thanks for showing up and we are grateful for those that did. Mr. Maklem added on a positive note, we have over 60 responses to the Land Use Plan Survey already.

### Zoning Report

Mr. Tatman provided a report. He indicated that overall, the meeting for rolling out the 20-year Land Use Plan went well. He reiterated that we have received over 60 surveys in comparison to 13 surveys the last time this was done. Mr. Jordan said there was some confusion on the maps used in the mapping exercise. Mr. Tatman and Mr. Maklem had worked to get the Land Use information on the website. Mr. Tatman indicated the Zoning Commission met to start getting the language together for data centers. The Zoning Commission wants to know if we can control the size, noise, and acres and these questions were sent to our attorney. Mr. Jordan asked if the Zoning Commission would be meeting again. Mr. Tatman said yes after receiving feedback from the attorney. Possibly meeting May 12<sup>th</sup> or so to get on the May County Planning Commission Meeting Agenda. Mr. Tatman stated there were two zone changes coming up. They are going through the County part of the process this week. He indicated the plan was for our Zoning Commission to handle back-to-back on the same night after County approval. The two zone changes are the Anderson property on Sharps Cutoff for outside storage and a PUD for duplexes on Half Acre Road. Mr. Jordan said there was a lot of work being done on the project at the end of Alexander Lane. Mr. Tatman said he would take a look at it. Mr. Tatman said we need to discuss a resolution on a nuisance property. Mr. Jordan introduced a resolution declaring the property next to the Township Hall at 4017 Alexander Lane a nuisance. He indicated we have encouraged the property owner to cut their grass for five years and the Township has cut it a couple of times. If the grass is not cut the Township will have an outside contractor come in to do it and assess the owner's property tax. Mr. Jordan read in summary from Resolution No. 2026-10, whereas the Board has found the property owned by Sharon L. Kirby and located at 4017 Alexander Lane, Batavia, Ohio 45103 to be littered with weeds, uncontrolled vegetation, and other debris, and the Board has determined the property constitutes a nuisance, the property owner is ordered to remove such vegetation, garbage, refuse, and other debris within 7 days or the Board may proceed to remove the vegetation, garbage, refuse, and other debris and enter the cost of such removal upon the tax duplicate for the property. Mr. Jordan motioned to adopt Resolution No. 2026-10 a resolution declaring the property owned by Sharon L. Kirby and located

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at 4017 Alexander Lane, Batavia, Ohio 45103 in Williamsburg Township, Clermont County, Ohio a nuisance. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea. Mr. Maklem requested Mr. Tatman provide him with future Zoning Commission and Zoning Board of Appeals meeting notices so he can post on the website as he is handling more of the website now.

### **Cemetery and Maintenance Report**

Mr. Tatman provided a report. Mr. Tatman asked about the no Jake Brake sign request on SR 133 just outside of town. Mr. Jordan asked the location on SR 133. Mr. Tatman said he would get him an address. Mr. Jordan said the bigger issue is enforcement and that we heard Sgt. Bailey's comments. Mr. Maklem said lets table for this evening until we have a more definitive plan going forward. Mr. Tatman said he and Mr. Jordan met with the County on-site at Ireton Road to discuss some issues. The Engineer was not too concerned about one area right now, just needed to keep an eye on it. Nearby it was noticed one edge of the road is broken off. The Engineer recommended a temporary fix. A permanent fix would be more extensive and require extending the pipe out and widening the road. The Engineer recommended applying for an Ohio Public Works Commission Grant. The Engineer would supply drawings for the grant. The Township will look at the submission date and possibly do the work in 2028. Mr. Tatman said he will get bids on the temporary fix. The permanent fix could cost \$100,000 and if the Township was fortunate enough to get a grant, we would be responsible for \$20,000. Mr. Tatman said over half the main cemetery has been trimmed and everything should be done for Mother's Day. They are working on foundations now. Several graves have been leveled up, seeded and fertilized. Mr. Tatman indicated the cemeteries are looking good for Mother's Day and Memorial Day. Mr. Tatman indicated salt bids are due by May 22, 2026 for the next two years pricing and that he is working on that now and should have back by July. Mr. Jordan asked how full the salt bins were now. Mr. Tatman indicated they were full. Mr. Jordan requested Mr. Tatman talk with the property owner on Ireton Road and follow up on the hidden drive sign and placement of the radar sign. Mr. Jordan thanked Mr. Tatman for updating the sign in East Fork Commons. Mr. Tatman said they still have a couple more to do and then at some point he will place the radar sign back there. Mr. Bainum asked Mr. Tatman to straighten the green sign at the entrance to the main cemetery. Mr. Jordan asked about trimming at the Clover Cemetery. Mr. Tatman said it will be trimmed out by the end of the week.

### **Emergency Services Report**

Chief McCarthy provided a report. Mr. Jordan said he had two cards complimenting Emergency Services and it is a reflection of what you do. Mr. Jordan said the Township is grateful for you and your team on behalf of the community. Chief McCarthy said the Department participated in the mock crash at the High School for the students attending prom. The Chief thanked the Williamsburg Local School District, Woods Towing, the Clermont County Coroner's Office, the Sheriff's Office, UC Air Care, and the Williamsburg Police Department for their participation as well. The Chief reported the 2006 Sutphen Engine has had a few valves replaced, exhaust repaired, and the class 1 system replaced. It will be back in service tomorrow and can run for 4 to 6 weeks until additional parts come in. The 2007 Sutphen SPH 100 has a leak in the hydraulic cylinder that operates the extension and retraction of the ladder and is out of service. The Chief is working with Heritage Fire Equipment to get a price for repair or replacement, and will also reach out local. Heritage already does the annual ladder testing in June and if they are used for the repairs, we can just move up this testing with them. The Department is currently running the 1993 Engine given the repairs to other equipment. The Chief informed the Trustees we were notified that we did not receive the State Fire Marshal 2026 equipment grant. Chief McCarthy said the CO monitor on the air compressor was replaced. He also informed the Trustees that the contract with Greenway Innovations for the disposal of expired medications was signed and expired medications will be logged and destroyed. Chief McCarthy indicated he and the Fiscal Officer were researching the Township approval of the Fire Code appendices by looking for a resolution or motion. The Fire Code is automatically adopted but appendices have to be approved. Mr. Tatman indicated they may have been approved in the 2006 to 2007 time period. The Chief and Fiscal Officer will research further. Chief McCarthy requested that full-time staff be eligible for a one-week unused vacation payout in addition to carrying over one week of vacation at the time of their annual leave allocation. The Chief indicated this would help with scheduling. The Trustees discussed and had no issues. They did say it should apply to all full-time staff in all departments. Fiscal Officer Lefferson indicated he was in favor of the proposal. Mr. Maklem motioned to adopt a policy to pay a one-week unused vacation payout in addition to carrying over one week of vacation at the time of their annual leave allocation for all full-time employees. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea. The Chief informed the Trustees that Roberts Paving was out to begin prep work on the Firehouse parking lot. Mr. Jordan asked if the new life squad was on schedule for delivery in August. Chief McCarthy indicated it was.

### **New Business**

Mr. Maklem discussed some information technology recommendations for the Township. The Township Hall currently has a Ubiquiti Cloud Key Network Monitor Appliance (a dedicated on-premise hardware controller for managing network devices, providing local and secure remote access to manage network and surveillance systems). The Firehouse and Maintenance

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Building do not have the Cloud Key Appliance. Additionally, the Township Hall and Firehouse have a Ubiquiti Wireless Access Point, the Maintenance Building does not. To ensure all three buildings are protected and consistent, Mr. Maklem recommended the purchase of 2 Ubiquiti Cloud Key+ Network Monitor Appliances at a total cost of \$715.20 and a Ubiquiti U7 Pro Tri Band WI-FI 7 Wireless Access Point at a cost of \$262.80 from LK Tech. Mr. Maklem motioned to purchase 2 Ubiquiti Cloud Key+ Network Monitor Appliances at a total cost of \$715.20 and a Ubiquiti U7 Pro Tri Band WI-FI 7 Wireless Access Point at a cost of \$262.80 from LK Tech. Mr. Jordan second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

Mr. Maklem provided an update on the Township’s new Facebook page. The page is being designed to be informational only not for comments. Mr. Maklem indicated the purpose was to get information out and that the Township was limited in staff to actively monitor any comments. Mr. Maklem presented the Williamsburg Township Facebook Page – Terms of Use and Comment Policy, which has been reviewed by the Township’s attorney. Mr. Maklem motioned to adopt the Williamsburg Township Facebook Page – Terms of Use and Comment Policy. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

Mr. Maklem said the Township Newsletter was in final review and the format will look a little different. Mr. Jordan indicated it was several pages of information and thanked all involved for their contributions.

Ms. Wilson reminded everyone of the Pipers Pantry event at the Firehouse May 16<sup>th</sup>.

There being no further business, Mr. Bainum motioned to adjourn at approximately 8:16 p.m. Mr. Jordan second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

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Fiscal Officer

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Chairperson