

# Williamsburg Township Board of Trustees Minutes

## June 8, 2026

The Williamsburg Township Board of Trustees met on Monday, June 8, 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/Cemetery Sexton Brian Tatman, Jody Wilson, Brian Bielfelt, and Ed Boll.

Mr. Jordan indicated an earlier scheduled Volunteer Firefighters' Dependency Fund Board Meeting had to be suspended due to no quorum. He indicated Township participation in this group allows support to be given to the widow of fallen Firefighter David Knapke. He expressed the importance of supporting our Emergency Services team and said the meeting will be rescheduled.

Mr. Bainum motioned to approve the minutes of the June 2, 2026 special meeting. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem - yea, Mr. Jordan - yea. Mr. Maklem motioned to approve the minutes of the May 26, 2026 regular 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. Bainum motioned to approve the attached bills. Mr. Jordan second. Mr. Bainum - yea, Mr. Maklem - yea, Mr. Jordan - yea.

Mr. Lefferson discussed the need to increase appropriations in the Fire Fund 2111 due to higher than expected and significant repair expenses to emergency services vehicles. Mr. Jordan motioned to approve Resolution No. 2026-13 to amend the permanent appropriations by increasing the appropriated amount in Fund 2111 Fire, Account 2111-220-599 Other Expenses from \$200,000 to \$290,000 an increase of \$90,000. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem - yea, Mr. Jordan - yea.

### Public Participation

Mr. Jordan opened the meeting for public participation. Ms. Wilson requested to have another Pipers Pantry Event with the SOS Team at the Firehouse on October 17<sup>th</sup> from 10:00 to 11:30 due to poor weather at the last event. Mr. Jordan asked Chief McCarthy if he was ok with that date. Chief McCarthy indicated he would double check, but that should be ok. The Trustees indicated they were ok with the event on October 17<sup>th</sup>. Mr. Maklem said once the date is confirmed he will add it to the Township website calendar.

### Zoning Report

Mr. Tatman provided a report. He indicated 4 letters of interest were received for the Zoning Commission Alternate open position and the information was forwarded to the Trustees. Mr. Jordan said he had reviewed them. Mr. Jordan expressed that Brian Bielfelt had been active in attending Township meetings and he recommended him for the open position. Mr. Bainum discussed Mr. Bielfelt's contributions on the solar zoning issues. Mr. Bainum agreed with the recommendation of Mr. Bielfelt. Ms. Wilson indicated she felt that minds were already made up before. Mr. Maklem stated in his opinion the Trustees should look at all candidates, but if the other two Trustees are fine with Mr. Bielfelt (filling the open position) he was ok with it. Mr. Maklem said he strongly suggests in the future it be handled in a more deliberate manner. Mr. Jordan indicated we can look at it going forward. Mr. Jordan expressed his belief that given Mr. Bielfelt's involvement in the solar issues, his workplace experience, and passion to participate that he was the best candidate. Mr. Bielfelt indicated he was willing to accept the position. Mr. Bainum motioned to appoint Brian Bielfelt to the open Alternate position on the Zoning Commission with a term expiring 12/31/2027. Mr. Jordan second. Mr. Bainum - yea, Mr. Maklem - yea, Mr. Jordan - yea. Mr. Tatman discussed the possibility of an extension on the data center moratorium. Mr. Maklem said we would need to have zoning language complete by July 26<sup>th</sup> or would need to extend the moratorium. Mr. Tatman indicated Zoning Commission Meeting dates were set for June 17<sup>th</sup> at 6:00 p.m. and 7:00 p.m. for a zone change at Sharps Cutoff and a PUD on Half Acre Road. He indicated June 23<sup>rd</sup> is the workshop for the Zoning Commission on data center language. Mr. Tatman informed the Trustees that County Permit Central is rejecting our zoning certificates due to the fact they do not have what is being built on the property. He said that information is on the form further down but not on a single page. Mr. Tatman said he is working with our software company on getting this fixed. In the meantime, he has to send a letter with the Zoning Certificate indicating the address, parcel #, and what is being built. Mr. Maklem asked how long this has been an issue. Mr. Tatman said he just found out last week. Mr. Jordan requested that Mr. Tatman provide the Trustees with a demonstration of the new software some time. Mr. Tatman indicated he was working on three parcels with high grass. Mr. Jordan requested Mr. Tatman scan the letters to the Trustees. Mr. Jordan discussed the property next door to the Township

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Hall, indicating in the next couple of weeks it will be over 12 inches tall again and need to be mowed. Mr. Jordan indicated that Drew DeMarsh of Clermont County Community + Economic Development will be at the June 22<sup>nd</sup> Trustee Meeting to present the 20 Year Land Use Plan survey results. Mr. Jordan said 3 properties in the Township have been approved for demolition and he is recommending requesting a fourth property owned by the Collins on Story Road. Mr. Jordan motioned to request demolition of a vacant house through the Clermont County Land Reutilization Corporation on property at 4210 Story Road (Parcel ID 523509H054B) due to the house being vacant, no electricity, blighted, and unsafe to enter, as Mr. Don Collins has requested. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan -yea. Mr. Maklem indicated the rumor mill about developments was active. Mr. Maklem requested from Mr. Tatman that on any future potential big-ticket developments that the Trustees be part of any communication in case there is something they can do. Mr. Tatman said usually initial discussions are about what is the zoning process to change zoning. Mr. Maklem indicated he would like to be more aggressive in keeping something (development) in the Township.

### Cemetery and Maintenance Report

Mr. Tatman provided a report. Mr. Tatman reminded everyone of Junk Days June 11<sup>th</sup> and 12<sup>th</sup> from 8 am to 8 pm and the 13<sup>th</sup> from 8 am to 4 pm. He indicated they will finish up mowing along the roads this week. Mr. Tatman indicated the problem with the new building and the County in regard to not having a sprinkler system has been fixed. The building does not have to have one. Mr. Tatman indicated that once the last of the fees are paid, the Township will get our Certificate of Occupancy. He indicated the fees were electrician reinspection fees. Mr. Maklem asked if the electrician was aware of the fees. Mr. Tatman said yes. Mr. Tatman reported they would be out in the next couple of weeks doing ditch work on Cobb and Hageman Roads. He indicated that they are starting to trim cemeteries again and will be removing anything in the grass when they start. Mr. Tatman said the County paving has started and they are in Pierce Township. He indicated he would inform everyone when they move out to Musgrove Road for full depth repair. Mr. Tatman provided prices for new lockers for the maintenance building. Mr. Tatman said they have three small ones but they are not big enough to hold clothing and winter gear. Mr. Jordan said the Trustees will look at it. Mr. Jordan also discussed the potential need for more lockers given the growth potential in the Township. Mr. Jordan asked about the road sign replacements in East Fork Commons and if we were still waiting on the State for approval of one. Mr. Tatman said yes, we were waiting on the State approval for one sign. Mr. Jordan requested of Mr. Tatman that any signs that need straightened throughout the Township be straightened and to look at the cemetery signs that need upgraded. Mr. Tatman indicated some cemetery signs were changed out last year. Mr. Jordan and Mr. Tatman agreed to discuss specifics later. Mr. Jordan asked Mr. Tatman to look into fixing the entry doors into the new maintenance building that appear to be sticking. Mr. Tatman indicated it may be a key fob issue and he would look into it. Mr. Maklem stated that in regard to the Bethel Concord bridge, the County Engineers Office has obtained all the easements required, bids for repair should go out June 11<sup>th</sup>, and the bridge should be fixed by year end.

### Emergency Services Report

Chief McCarthy provided a report. There were 57 Fire and 102 EMS calls for the month of May. In regard to community participation, Chief McCarthy said the Department participated in a send-off parade for a Williamsburg High School student for state track and field and the Engine, Squad, and Gator were utilized at the Bill Brewer Honor Run. The Chief indicated the Ladder Truck was taken to Heritage on June 2<sup>nd</sup> for the approved repairs. Tender 73 had a fuel injection pressure switch replaced at Williamsburg Truck and Auto at a cost of \$840.36. Chief McCarthy requested approval to spend up to \$1,500 on fire prevention materials which includes such items for kids as plastic fire helmets, stickers, coloring books, rulers, cups, and trick-or-treat bags. Mr. Jordan motioned to approve the purchase of fire prevention materials at a cost up to \$1,500. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan -yea. Chief McCarthy requested approval to purchase 11 garage doors and openers from AE Door & Window Company, Cincinnati, Ohio for \$38,881.44 with additional installation cost of \$27,320.17 for a total project cost of \$66,201.61. Mr. Lefferson indicated we had approximately \$18,000 remaining on a grant to help cover the cost. Mr. Maklem motioned to approve the purchase of 11 garage doors and openers from AE Door & Window Company, Cincinnati, Ohio for \$38,881.44 with additional installation cost of \$27,320.17 for a total project cost of \$66,201.61. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan -yea. Mr. Jordan asked about response times in the new report format. Chief McCarthy reviewed the response times including 4 minutes 53 seconds for the month of May and 4 minutes 20 seconds year-to-date 2026.

### Old Business

None.

### New Business

The Trustees discussed obtaining a laptop computer for Mr. Jordan for Township business. A bid from the Township's information technology provider Lk Tech was provided. Mr. Maklem motioned to approve the purchase of a Dell Pro 16" Notebook with software installation and configuration from LK Tech at a total cost of \$2,093.20. Mr. Bainum second. Mr.

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Bainum - yea, Mr. Maklem – yea, Mr. Jordan -yea. Mr. Jordan indicated for 17 years as Trustee he has used his personal computer and he deeply appreciates the support in regard to Township emails, newsletters, etc.

Liz Betemps arrived at the meeting at 7:43 p.m. to provide an update on the America 250 picnic, stating she had been at another meeting this evening. Ms. Betemps said she appreciated the support of the Trustees, Fiscal Officer, Emergency Services Chief, and Maintenance Supervisor (all of whom donated their personal money to pay for approximately 500 hamburgers). She indicated the America 250 Picnic was June 21<sup>st</sup> from noon until 3:00 and that hot dogs and hamburgers would be served along with many other donated items. She invited the Trustees to participate. Ms. Betemps indicated there would be tons of games, sack races, egg and spoon race, and an activity building kites that could be taken home. She said Mr. Bainum would be announcing the winners. Mr. Maklem and Ms. Betemps discussed the logistics of Mr. Maklem delivering the burgers at 11:30. Mr. Jordan expressed appreciation to Ms. Betemps for what she was doing with the America 250 Picnic.

There being no further business, Mr. Bainum motioned to adjourn at approximately 7:50 p.m. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

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Fiscal Officer

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Chairperson