

Williamsburg Township Board of Trustees Minutes September 14, 2026

The Williamsburg Township Board of Trustees met on Monday, September 14, 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, Hannah Lubbers, Jody Wilson, Brian Bielfelt, Ed Boll Jr., James Carver, and Tabatha Carver.

Mr. Bainum motioned to approve the minutes of the August 27, 2026 special meeting. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem - yea, Mr. Jordan - yea. Mr. Maklem motioned to approve the minutes of the August 24, 2026 regular meeting. Mr. Jordan 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. Jordan motioned to approve the attached bills. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem - yea, Mr. Jordan - yea.

Mr. Jordan turned the meeting over to Hannah Lubbers, Adams-Clermont Solid Waste District, to discuss the Township's 2026 RFP (Request for Proposal) for Waste & Recycling Collection. Ms. Lubbers reviewed a PowerPoint presentation with the following highlights:

- Township currently contracted with Rumpke through March 31, 2027
- Current contract price of \$23.04 per month
- Batavia Township accepted a bid in 2026 ranging from \$21.50 to \$25.15 over 5 years with Rumpke. Their previous contract was with Republic
- Benefits of contracting Township wide as opposed to individual open market:
 - Lower pricing
 - More services
 - No fuel surcharges
- Adams-Clermont Solid Waste District developed bid package with input from the Township
- Fulfills Adams-Clermont Solid Waste District goals to expand curbside recycling
- ORC 505.27 allows the Township to enter into waste collection contracts, requires competitive bidding
- Bidding waste and recycling collection for 5-year term beginning April 1, 2027
- Collection is for residential units
- Timeline:
 - Sept 14 Release of bid
 - Sept 24 Clermont Sun Advertisement
 - Sept 29 Information Request Deadline
 - Oct 13 6:00 pm Bid Opening
 - TBD Award Contract
 - Feb 28 Implementation Plan
 - April 1 Service Starts

Mr. Jordan provided some history on the current contract. Prior to the current contract, surcharges for fuel were increasing costs for residents. The Township moved forward with competitive bid and then negotiated competitive extension pricing. He indicated with fuel prices rising this helps keep waste collection costs under control. Mr. Jordan indicated the Township legal counsel made the bid preparation easier and that Ms. Lubbers has been phenomenal. Ms. Lubbers indicated timing for competitive bids could be good due to Republic losing the Batavia Township contract. Mr. Jordan motioned for the Williamsburg Township Board of Trustees to advertise for proposals/bids for the 2027 Williamsburg Township Waste Collection and Recycling Services for the unincorporated areas of Williamsburg Township, to be in the local paper and to be posted on the website, with the bid opening to be held on October 13, 2026, with services effective April 1, 2027, and terminating March 31, 2032. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem - yea, Mr. Jordan - yea. Mr. Boll asked Ms. Lubbers if they (Adams-Clermont Solid Waste District) handled the recycling dumpsters in the Village. Ms. Lubbers indicated they did. Mr. Boll asked about lifts for the lids. Ms. Lubbers indicated some people use a stick or pole to assist. Mr. Bainum agreed. Mr. Bainum asked about recycling plastic bags as they are not supposed to be placed in these bins. Ms.

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Lubbers said you can take these bags back to the stores, Kroger, Meijer, Target, and they have bins for these. She also indicated often delivery drivers such as Kroger will take them.

Public Participation

Mr. Jordan opened the meeting for public participation. Mr. Carver indicated he sent information regarding mini-bikes and ATVs on the road with questions regarding Township resolutions or policies. Mr. Jordan indicated this was on West Fork Ridge Drive. On some days there were operation of mini-bikes on the road for up to 8 hours at a time. Mr. Jordan indicated he watched the videos provided by Mr. Carver and it was quite loud. He said the Township authority is through the Ohio Revised Code and resolutions, the Township does not enforce laws they are enforced through the Sheriff's Department. Mr. Jordan indicated there appears to be noise and safety issues with (mini-bikes) weaving in and out of vehicles and possible harassment of residents. Mr. Jordan said we do not condone these types of things. He indicated he sent the information to the Sheriff's Office, will continue to elevate with the Sheriff, and have them keep an eye on it. Mr. Jordan said he does not believe the laws supports this type of activity and the Township will continue to pursue it with the Sheriff's Office. The Carvers indicated that was a good starting point.

Zoning Report

Mr. Tatman provided a report. The Zoning Commission will have a workshop on September 15th at 6:00 pm to go over the language for data centers that was received back from our attorney. Next steps for revising language in the Zoning Resolution Book includes getting County approval in October, then back to the Zoning Commission, then to Trustees for final approval/decision in mid-November. Mr. Tatman informed the Trustees that the property next to the Township Hall needs mowed again, seeing how they wanted to proceed. Mr. Maklem asked if Mr. Tatman had had any direct communication with the party next door (excluding letters, notices, phone messages). Mr. Tatman said he had not. Chief McCarthy had tried reaching out with the County EMA (Emergency Management Agency) Director due to the tree leaning on the house from the recent storm, but did not get a response. Mr. Maklem indicated the Township had now mowed the grass there twice this summer and expressed concern. He asked at what point can we escalate. Mr. Jordan said we need to research with the Township attorney. Mr. Jordan provided an update on some other zoning related topics. He indicated a resident raised issues on a housing development (discussed in a previous meeting) and that proposal needs to go back to the Zoning Commission and Trustees. He informed the Trustees that Mr. Daly had resolved his fence issue with ODOT without the Township signing on to a document. Mr. Jordan indicated he spoke with Angela Webb who lives north of Ashton Road regarding a potential residential development around Ashton Road. He indicated Ms. Webb does not want houses like Batavia (she shared other alternatives). Mr. Jordan said he suggested she call the Mayor of Williamsburg as the Village was looking to annex. Mr. Jordan indicated the Mayor suggested Ms. Webb may also want to share her thoughts with the developer. Mr. Jordan said in regard to the property on McKeever Road (discussed in previous meetings) he wanted to be consistent and fair. He indicated he had a conversation with the Township's legal counsel regarding this property. He stated the property in question is .6 acres and is rented. Mr. Jordan indicated cars there are staged to be sold and it appears like a used car lot. He indicated sometimes the Township needs better zoning language but in this case the Township Zoning Resolution Book addresses business uses. Mr. Jordan referenced the Williamsburg Township Resolution Book. The property in question is zoned Agriculture and automotive repair and automotive sales or rental are not permitted uses. Furthermore, even for areas approved for business use, section 507.3 B and C of the Zoning Resolution Book state under Business Uses automotive service or automotive repair shall be performed and conducted in an enclosed structure and automotive sales or rental uses must be on a minimum lot area of two acres, a principal structure shall be located on the lot, and delivery and loading shall not be permitted on a public street. Mr. Jordan indicated the Township has pictures of activity at this location. He indicated the activity is unsafe, they are running a business there, and it is the wrong location. Mr. Jordan stated the Township wants to be fair, consistent, and respectful. Mr. Jordan directed Mr. Tatman to prepare a letter for the property to be sent to both the owner of the property and the renter, sent both registered mail and public mail. The letter is informing the owner and renter to cease and desist any business activities at the property effective immediately. This step would be prior to any court action. Mr. Jordan stated the Township has strong enough zoning language to stop running a business there. He reiterated it is a safety issue picking up and dropping off vehicles there. He directed Mr. Tatman to have the letter done this week and to copy the Trustees and Fiscal Officer.

Cemetery and Maintenance Report

Mr. Tatman provided a report. The Cub Scouts will be in the cemetery September 30th with a rain date of October 7th between 6:30 and 7:30 pm. Mr. Tatman stated they do not remove anything from the headstones. All cemeteries have been trimmed again and footers have been installed. Mr. Tatman said Maintenance will be dura patching this week. Mr. Tatman requested approval and provided a quote to purchase two more barricades and road closed signs, and traffic cones for \$1,024. He said this can be covered under the OTARMA MORE Grant which is \$1,000. Six of the cones quoted are to replace ones lost from the storm. Mr. Maklem motioned to approve the purchase of 2 barricades and road closed signs, and traffic cones

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for \$1,024.00. Mr. Bainum second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea. Mr. Tatman informed the Trustees that the County is offering the blacktopping program again for 2027 and they need the Township budget dollar amount by October 9th. Mr. Maklem asked Mr. Tatman to provide his recommendations for the top 6 roads that need resurfacing by priority and with estimated costs. Mr. Jordan suggested Ireton or Todds Run Foster Roads. Mr. Jordan asked Mr. Tatman about the marking of Musgrove Road for full depth repair. Mr. Tatman indicated it may be hard to see but it has been marked. Mr. Tatman provided a quote from Roberts Paving for blacktopping at the maintenance building for additional parking spaces and in front of the west bays in the amount of \$23,290.00. Mr. Lefferson said he was in favor of the blacktop paving. Mr. Maklem asked if the price included striping. Mr. Tatman said no that Maintenance has the ability to do the striping themselves. Mr. Bainum motioned to approve the hiring of Roberts Paving for blacktopping at the maintenance building for additional parking spaces and in front of the west bays in the amount of \$23,290.00. Mr. Maklem second. Mr. Bainum - yea, Mr. Maklem – yea, Mr. Jordan - yea.

Emergency Services Report

Chief McCarthy provided a report. There were 116 Fire and 133 EMS calls for the month of August. The number of fire calls was dramatically higher than normal due to the storm. The Department attended Military Appreciation Night at the High School football game and posted the American Flag with the ladder truck. The Chief attended a 9/11 ceremony at the Milford Fire Department. New tires were put on the Tender. The approved chain saws were purchased. They cost \$10 more per saw due to increasing bar length to the needed 18 inches. Chief reported that the new garage doors are completely installed. Mr. Bainum asked about the trailer that backed into the Firehouse light pole captured on video. Chief McCarthy said they have not been able to track him down but there have been no issues with the light working,

Old Business

Mr. Maklem provided an update on the local solar project primarily in Jackson Township but which involves a portion of Williamsburg Township. He indicated he had an update call with Drew Pierson of Savion (solar group) and Jackson Township last Wednesday. Savion is still looking to close with an investor by the end of the year. Had to work through a wetlands issue created by trees harvested by owner prior to Savion involvement. A limestone stability analysis report was ok. If the sale to investor proceeds, Savion will be developing an outreach plan.

Mr. Bainum indicated he spoke at the Bethel Village Council meeting regarding the need for a bridge/overpass in the vicinity of McKeever and Dela Palma Roads. He said that previously Chief Cooper of the Bethel-Tate Fire Department indicated he would do a letter of support for the bridge. Mr. Bainum said at that last Clermont County Transportation Committee he attended the County indicated they still plan to have the Bethel Concord bridge open by the end of the year and they are working on the design for the roundabout on Half Acre Road.

New Business

Mr. Jordan indicated the Trustees are pursuing a grant to demolish the current Township Hall building. He said they had done their best to keep it together. Today as an example the Chief was pumping water out of the basement. Mr. Tatman indicated they had put in a new sump pump less than six months ago, but it had failed. Mr. Jordan said the cistern wall is bulged out a minimum of a foot. Mr. Jordan said we cannot continue to throw good money after bad. He indicated that later this year officials will be moving out and plans are to demolish the building later this year as well. Township Trustee Meetings which are the 2nd and 4th Mondays of every month, unless otherwise stated and posted, will be in the Emergency Services Building. Township Trustees, Zoning Administrator, and Fiscal Officer will maintain business offices in the new Maintenance Building (242 N. Eighth Street, Williamsburg, Ohio 45176).

Mr. Jordan spoke with Kris McClintick, Clermont County Economic Development and the economy is coming into the Township and the Township will use zoning to try to manage this growth. Mr. McClintick referenced how quickly the County continues to grow. Mr. Jordan said in general there are homes coming and that is part of the 20-year plan the Township is doing right now. Any growth in housetops will also impact the schools.

Discussion Items

Mr. Maklem informed everyone that there would be a Special Meeting this Wednesday, September 16th at 9:00 a.m. for the purpose of discussing the Williamsburg Township Land Use Plan in open session with Drew DeMarsh of Clermont County Community + Economic Development and for considering employment and compensation of public employees. Mr. Boll asked if the Special Meeting was executive session. The Trustees indicated the Land Use Plan would be open session and the employment and compensation discussion would be executive session. Mr. Jordan indicated the Land Use Plan Discussion would focus on time periods and implementation. Ms. Wilson indicated that the meeting time was hard for those working. Mr. Maklem said he could appreciate that.

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Mr. Maklem motioned to go into Executive Session pursuant to ORC 121.22 (G)(8) to consider negotiations with other political subdivisions respecting requests for economic development and the information is directly related to ORC 5709.73 and involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project; and the Board has determined that the executive session is necessary to protect the interests in regard to the possible investment or expenditure of public funds to be made in connection with the economic development project, at approximately 8:05 p.m. Mr. Bainum second. All yeas. Fiscal Officer Lefferson was invited into Executive Session. The Trustees came out of Executive Session at approximately 9:00 p.m. having discussed negotiations with other political subdivisions respecting requests for economic development and information directly related to ORC 5709.73 and public infrastructure improvements or the extension of utility services that are directly related to an economic development project with no action taken and no decisions made.

There being no further business, Mr. Jordan motioned to adjourn at approximately 9:01 p.m. Mr. Bainum second. Mr. Bainum - ye, Mr. Maklem – ye, Mr. Jordan - ye.

Fiscal Officer

Chairperson