

Village of Williamsburg Regular Council

February 8, 2018

The regular meeting of the Williamsburg Village Council was held on Thursday, February 8, 2018 at 5:30 p.m. at the Community Center -107 West Main Street, Williamsburg, Clermont County, Ohio.

MEMBERS PRESENT: MAYOR: Mary Ann Lefker, **VICE-MAYOR:** Tim Wood, **COUNCIL MEMBERS:** Gary Collier, Dr. King, Ron Ferree Jr., Mark Herren, Randy Mercer.
CLERK/TREASURER: Michael Murray, **SOLICITOR:** Mike Minniear, **POLICE:** Chief Mike Gregory
ADMINISTRATOR: Susan Ellerhorst
AUDIENCE: Todd Hart, Mayor of Amelia, Hubert D. Milton, Linda S. Milton and Clyde Arnold.

Mayor Lefker called the meeting to order at 5:30 p.m. with the Pledge of Allegiance.

AUDIENCE STATEMENTS:

Hubert D. Milton requested information about the zoning on the parcel 531326.006 because the County has the property listed as Commercial and the Village has it listed as R-2 and Commercial. Mr. Milton stated that he has been overcharged for taxes on that property.

Mayor Lefker reported she spoke to Clermont County about the zoning on the property and the zoning is designated by the Village not the County. Susan Ellerhorst stated the appraisal for the two parcels was completed in January 2017 and reviewed with Mr. and Mrs. Milton. The application was submitted in March 2017. Mayor Lefker stated the grant application is very competitive and funding was received for the 6.77 acres and would like to know if Mr. Milton was still interested in selling the property. Mr. Milton said that he would probably not want to sell the property if he is not able to keep one acre but he would think about it.

Mayor Todd Hart introduced himself and stated he is visiting other Councils to see how their process and procedures. Mayor Hart discussed the \$1.7 million dollar / 10 year TIF district for road and intersection light in the Village of Amelia. He stated that they have two other TIF districts in Amelia.

APPROVAL OF MINUTES:

Councilman King made a motion to approve the January 11, 2018 regular meeting minutes. Councilman Herren second. All ayes by roll call. Motion carried.

Councilman Ferree made a motion to approve the February 1, 2018 special meeting minutes. Vice-Mayor Wood second. All ayes by roll call. Motion carried. Councilman King abstain.

MAYOR'S REPORT:

Mayor Lefker read the February 2018 report of Mayor's Court Fines and Costs.

Councilman King made motion to accept the reports as presented. Councilman Ferree Jr. second. All ayes by roll call. Motion carried.

Mayor Lefker reported home sale prices were up in 2017.

Mayor Lefker discussed a scheduled meeting with Clermont County to discuss utilities for the Paul Grammas property on State Route 133 and State Route 32.

Mayor Lefker discussed Magnolia Point property located on State Route 133 near Ellis Road.

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Mayor Lefker passed out the letter and information from the Farm Bureau about their Business Partnership opportunities for Council to review.

SOLICITOR'S REPORT:

POLICE REPORT:

FIRE REPORT:

CLERK/TREASURER'S REPORT:

Clerk/Treasurer Mike Murray presented the January 2018 Financial Statements (agenda item 1).

Councilman Mercer made motion to accept the reports as presented. Councilman King second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray presented the January 2018 the SSI Utilities Receipts and UAN Revenue Ledger: Funds 5101, 5201, 5601 (agenda item 2).

Councilman King made motion to accept the report as presented. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray presented the January 2018 Utility Funds Snapshot for general information (agenda item 3).

Clerk/Treasurer Mike Murray presented the January 2018 Income Tax receipts report (agenda item 4).

Councilman Ferree made motion to accept the report as presented. Councilman Herren second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 795-18 Authorizing Transfer of Funds from Investment to General & From General to Park, Permissive & Capital Funds (agenda item 5).

Councilman King made motion to suspend the rules on Resolution 795-18. Vice-Mayor Wood second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 795-18.

Councilman King made motion to pass Resolution 795-18 Authorizing Transfer of Funds from Investment to General & From General to Park, Permissive & Capital Funds. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the third time Ordinance 1094-17 Authorizing Rising the Utilities Shut-Off Fees (agenda item 6).

Councilman King made motion to pass Ordinance 1094-17 Authorizing Rising the Utilities Shut-Off Fees. Councilman Ferree second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Ordinance 1098-18 Adopting 2018 Ohio Basic

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Codes (agenda item 7).

Councilman King made motion to suspend the rules on Ordinance 1098-18. Councilman Ferree second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1098-18.

Councilman King made motion to pass Ordinance 1098-18 Adopting 2018 Ohio Basic Codes. Councilman Ferree second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Ordinance 1099-18 Stating Council's Intent that Annexed Area Remain Within the Boundaries of the County Designated Enterprise Zone (agenda item 8).

Councilman Mercer made motion to suspend the rules on Ordinance 1099-18. Councilman King second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1099-18.

Councilman King made motion to pass Ordinance 1099-18 Stating Council's Intent that Annexed Area Remain Within the Boundaries of the County Designated Enterprise Zone. Councilman Ferree second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray asked to change the monthly employees pay date from the last of the month to the first of the month.

Approval was provided by consensus of Council to change the monthly employees pay date to the first pay date of each month, starting March 9, 2018.

ADMINISTRATOR'S REPORT:

Administrator Susan Ellerhorst noted the water loss average in 2017 was 13%, 2016 was 23% and in 2015 was 30%.

Administrator Susan Ellerhorst discussed the Sales and Consumption report for 2017.

Administrator Susan Ellerhorst reported the 2018 CDBG South Fourth Street and Broadway Sidewalk Grant Application was submitted to Clermont County.

Administrator Susan Ellerhorst reviewed the Wastewater Treatment Plant Phase III Construction Upgrade project. The project is still currently 33 days behind schedule. The anticipated project completion will be pushed into May 2018.

Administrator Susan Ellerhorst reported the Village is waiting to hear about the East Main Street Waterline Replacement project from Lori Libby from the OPWC District 10.

Administrator Susan Ellerhorst discussed the East Main Street Sidewalk Feasibility Study project. A draft of the Feasibility Study should be ready in February for review. Additional information about the funding from OKI will be discussed at the next OKI meeting on March 6th. AECOM noted they

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would be able to assist with the applications for the Safety and Transportation Alternative funds to help pay for the project.

Administrator Susan Ellerhorst updated Council on the Asset Management Plan and GIS project. Maps will be created with GIS updates to be reviewed at the next project meeting.

Administrator Susan Ellerhorst noted the Village is still waiting on information about the Small Local Government Application dates for the Gay Street Reconstruction Phase 1 which included complete reconstruction of the road and utilities.

Administrator Susan Ellerhorst reported the Village will be meeting with Sunesis Construction to review the design for the Low Head Dam Removal Project and Dualite to review the stream bank in the area.

Administrator Susan Ellerhorst stated the Village will be meeting with the engineer for Sewer Extension on State Route 133 and the Todds Run Foster Sewer Extension in February.

Administrator Susan Ellerhorst reported that Public Works Department continues to install radio-read water meters as weather permits.

Administrator Susan Ellerhorst reported the Village office received a few calls from new residents about the snow removal process and procedures during the snow events. Kyle Cribbet and Brian Bachtel were able to speak with the residents and explain the Villages procedures and answer their questions.

Administrator Susan Ellerhorst discussed the cost proposal of \$1, 000 from CT consultants to assist with a 5 year Capital Street Improvement Plan. Council discussed the proposal. Mayor Hart stated they just completed one for a lot more money and said the plans are very beneficial and are worth the money. Council discussed the proposal and approved by consensus the \$1,000 for the 5 Year Capital Street Plan.

PARK COMMITTEE:

Councilman King discussed a letter the Parks Committee received asking for a credit for increment weather conditions on October 15, 2017. After a lengthily conversation about the policy, Council agreed to leave the policy as is with no refund.

The next meeting is scheduled for March 6 at 6:30 pm.

PLANNING COMMITTEE:

Councilman Herren reported Mr. Milton came to the Planning Commission meeting and requested clarification on his property that has different zoning and taxes on the Village map R-2 and the County map Commercial. Councilman Herren asked Administrator Susan Ellerhorst to find out if the zoning and taxes are correct for the Council Meeting.

Councilman Herren discussed the request to consolidate lot 84 & 84 of the Todds Run Estates on Todds Run Foster. Councilman Herren made motion to consolidate lot 84 & 85 of the Todds Run Estates. Councilman Ferree second the motion. All ayes by roll call. Motion carried.

The next meeting is scheduled for March 6 at 7:00 pm.

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SAFETY COMMITTEE: *No meeting*

UTILITIES COMMITTEE:

Councilman Ferree discussed the water usage report he requested for the Old Fire House Brewery.

Councilman Ferree reported the Committee approved three utility adjustments. One of the adjustments was approved on the condition that proof of the repair will be provided to the Village.

The next meeting is scheduled for February 22 at 6:00 pm.

ECONOMIC DEVELOPMENT: *No meeting*

TREE BOARD: *No meeting*

Mayor Lefker reported that the Tree Fair will be held on May 8th at 2:30 pm. The seedlings have been purchased for the Tree Fair.

The next meeting is scheduled for February 22 at 6:30 pm.

FACILITIES AND EQUIPMENT:

Vice-Mayor Wood discussed the tour of the Wastewater Treatment plant and how the staff is keeping the area clean and organized.

Vice-Mayor Wood reported the Committee will be reviewing building maintenance information for the Community building and the old Police Department Building in the future.

Vice-Mayor Wood discussed the request to purchase a server for the Police Department in the amount of \$7,555.00 due to the age. Vice-Mayor Wood made a recommendation to purchase the server for the Police Department in the amount of \$7,555.00. Councilman Herren second. All ayes by roll call. Motion carried.

Vice-Mayor Wood discussed the request to purchase a DVR upgrade and computer for the Administrator in the amount of \$1,500.00. Vice-Mayor Wood made a recommendation to purchase the DVR upgrade and computer for the Administrator in the amount of \$1,500.00. Councilman Mercer second. All ayes by roll call. Motion carried.

Vice-Mayor Wood discussed the request for 2018 Ford F-350 state bid of \$49,893.70 for the Public Works Department. Vice-Mayor Wood and Administrator Susan Ellerhorst will get additional quotes for the truck from local vendors.

The next meeting is scheduled for April 3 at 5:30 pm.

EXECUTIVE SESSION:

Vice-Mayor Wood made motion to go into Executive Session at 7:15 p.m. for the purpose of Personnel employment. Council came out of executive session 7:30 pm.

Council discussed using an employment agency to fill (2) Public Works positions. Vice-Mayor Wood made a motion to fill two public works positions through the temporary employment agency Councilman Ferree second the motion. All ayes by roll call. Motion carried.

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PERSONNEL COMMITTEE: No meeting

The next meeting is scheduled for March 6 at 5:30 pm.

APPROVAL OF BILLS:

Councilman King moved to accept the bills presented (warrants 26149-26203 and EFT's 027-2018 thru 108-2018) be paid. Councilman Ferree second. All ayes by roll call. Motion carried.

OLD BUSINESS:

Mayor Lefker contacted the State Highway Patrol to discuss concerns from the public. There has been a meeting scheduled for February 15th in Georgetown with Adam Cowan.

NEW BUSINESS:

ADJOURNMENT:

Councilman Ferree moved to adjourn the meeting. Councilman Collier second the motion. All ayes by roll call. Motion carried.

Mary Ann Lefker
Mayor

Michael Murray
Clerk/Treasurer

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Date Passed