

*Village of Williamsburg Regular Council*

*April 13, 2017*

The regular meeting of the Williamsburg Village Council was held on Thursday, April 13, 2017 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:** James Weaver, **COUNCIL MEMBERS:** Dr. James King, Dan Colonel, Charles Covert, Traci Schueler-Hurst, Ron Ferree Jr. **SOLICITOR:** Dexter Bastin, **CLERK/TREASURER:** Michael Murray, **ADMINISTRATOR:** Susan Ellerhorst **CHIEF:** Mike Gregory  
**VISITORS:** Becky McClatchey

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

AUDIENCE STATEMENTS:

Becky McClatchey from Clermont presented the Environmental Covenant to council.

Councilman Covert made motion to have Mayor Lefker sign the agreement on the Environmental Covenant. Vice-Mayor Weaver second. All ayes by roll call. Motion carried.

APPROVAL OF MINUTES:

Councilman Covert made a motion to approve the March 9, 2017 regular meeting minutes. Councilman Colonel second. All ayes by roll call. Motion carried.

MAYOR'S REPORT:

Mayor Lefker presented the Arbor Day Proclamation

Mayor Lefker read the March 2017 report of Mayor's Court Fines and Costs.

Councilman Ron Ferree Jr. arrived at 5:45 p.m.

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

Mayor Lefker read the Event Permit for Grassy Run and June in Olde Williamsburgh. By consensus, Council approved both permits.

Mayor Lefker asked the council which reports are needed for Council Meeting. Fund Status, Cash Summary by Fund Report, SSI Utilities Receipts/UAN Receipts Reconciliation, Utilities Fund Snapshot Report, and RITA Income Tax Report.

Mayor Lefker read the April 10<sup>th</sup> resignation letter from Brad McConnell.

Councilman Covert made motion to accept the resignation of Brad McConnell. Councilwoman Schueler-Hurst second. All ayes by roll call. Motion carried.

Mayor Lefker reported on the Clermont Chamber of Commerce's Economic Breakfast. Clermont County is doing better than the State of Ohio.

Mayor Lefker noted the survey results were positive and we will follow up with people who indicated that they are interested in helping with the strategic plan in the future.

SOLICITOR'S REPORT:

Went into Executive Session 6:00 p.m. for litigation, out of Executive Session at 6:10 p.m.

POLICE REPORT:

Chief Gregory submitted his March 2017 Report. Chief Gregory reported that the school has a presentation on the Consequences of Electronic Devices to sixth, seventh and eighth graders.

FIRE REPORT:

No report

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CLERK/TREASURER'S REPORT:

Mayor Lefker requested feedback from Council on the reports requested from the Clerk/Treasurer for the Council packets. Council agreed the packets should include the following reports: fund status, cash summary, utility fund snapshot, income tax and appropriation summary.

Clerk/Treasurer Mike Murray presented the March 2017 Financials Statements.

Councilman Covert made motion to accept the reports as presented. Councilwoman Schueler-Hurst second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray presented the March 2017 SSI Utilities Receipts/UAN Receipts Reconciliation.

Councilman Covert made motion to accept the reports as presented. Councilwoman Schueler-Hurst second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray presented the March 2017 Utility Funds Snapshot for general information.

Clerk/Treasurer Mike Murray presented the March 2017 Income Tax receipts report.

Vice-Mayor Weaver made motion to accept the report as presented. Councilman Colonel second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read to council the Division of Liquor Control document. No change from last year.

Clerk/Treasurer Mike Murray read for the first time Resolution 771-17. A Resolution by the Village of Williamsburg authorizing to proceed on the certification of delinquent utility bill.

Councilman Covert made a motion to suspend the rules on Resolution 771-17. Councilman Colonel second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 771-17.

Councilman Covert made a motion to pass Resolution 771-17 as presented. Councilwoman Schueler-Hurst second. All ayes by roll call. Motion carried.

ADMINISTRATOR'S REPORT:

Administrator Susan Ellerhorst noted that several communities are reviewing their door to door solicitor's ordinances and policies with the recent legal issues in the area. Mayor Lefker and Chief Gregory spoke about the process and concerns regarding the issues. Chief Gregory and Administrator Susan Ellerhorst will review the Village's current ordinance and provide any recommended changes to Council for approval.

Vice Mayor Weaver discussed the Village I & I Smoke Testing and reviewed the results found from the first I & I Smoke Testing 1/3 section of the Village. Vice Mayor Weaver then discussed the second phase 2/3 section of the Village that is not complete. Council discussed how to handle the results and discuss putting a plan together for property owners and the Village.

Administrator Susan Ellerhorst discussed adding a secure bulletin board for outside back of community building for communication and ordinances for approximately \$350.

Council approved the purchase of a bulletin board for the outside of the Community Building by consensus.

Administrator Susan Ellerhorst reported that Steve Foster provided a copy of an individualized military salutes flag similar to what other communities are allowing in their Villages. Mr. Foster requested permission to bring these types of flags to Williamsburg with Councils approval. Mayor Lefker asked several questions about the flags, including the cost, who is eligible, how long other communities post the flags, who owns the flags

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etc. Administrator Susan Ellerhorst noted that Mr. Foster is currently gathering information about these questions and will get back to the Village soon.

Administrator Susan Ellerhorst reported that Priscilla Bush has attended the Local Government Officials Conference for public records training as the designee for Village Council member for this term. Council approved by consensus for Priscilla Bush to attend the public records training as their designee.

*PARK COMMITTEE:*

Councilman Colonel noted the Easter Egg Hunt event was successful. Thank you notes will be sent to sponsors and donors for their support.

Councilman Colonel reported that the Cincinnati frisbee disc golf league will be hosting tournaments on July 15<sup>th</sup> and August 20<sup>th</sup>.

The next meeting is scheduled for May 2 at 6:30 p.m.

*PLANNING COMMITTEE:*

Councilman King welcomed new member Mr. Wood to the Planning Committee.

The next meeting is scheduled for May 2 at 7:00 p.m.

*SAFETY COMMITTEE:*

The next meeting is scheduled for May 10 at 6:00 p.m.

*UTILITIES COMMITTEE:*

The next meeting is scheduled for at April 24 at 6:00 p.m.

*ECONOMIC DEVELOPMENT AND TREE BOARD:*

Mayor Lefker discussed expanding sewer lines on Todds Run Foster and Sally Drive.

Mayor Lefker noted that the Tree Fair will be held at the Williamsburg Elementary School on Friday, May 5<sup>th</sup> at 1:30 p.m.

The next meeting is scheduled for at May 2 at 6:00 p.m.

*FACILITIES AND EQUIPMENT:*

Councilman Covert reported that three contractors submitted bids on the Police Department Pole Barn for siding, soffits, painting of roof and garage doors. The lowest complete bid was from TNT contractors for \$11,675.00.

Councilman Colonel made a motion to accept the Police Department Pole Barn bid from TNT Contractor for \$11,675.00. Councilwoman Schueler-Hurst second. All ayes by roll call. Motion carried.

Councilman Covert discussed the phone replacement equipment cost options. Councilman Covert made a motion to enter into a thirty-six (36) month lease at \$16,780.97 for Star2Star Communication equipment and software. Councilman Colonel second. All ayes by roll call. Motion carried.

Councilman Covert reported that fiber optics is available for the Village buildings through Cincinnati Fiopics for a total of \$499.98/month for fiber and phone lines. The current Cincinnati Bell bill is \$937.47 for DSL internet and phone lines.

Councilwoman Schueler-Hurst made a motion to upgrade the internet services to fiber optics with Cincinnati Fiopics for \$499.98/month. Councilman Colonel second. All ayes by roll. Motion carried.

The next meeting is scheduled for at June 13 at 5:00 p.m.

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EXECUTIVE SESSION:

Went in executive session at 7:33 p.m. for personnel employment, Out of session 7:45 p.m.

Councilwoman Schueler-Hurst discussed providing the temporary agency employee with five (5) t-shirts, five (5) pairs of jeans, 1 pair boots (up to \$200) and two (2) sweatshirts.

Council approved by consensus to provide the temporary agency employee with the described uniforms.

Councilwoman Schueler-Hurst reported that the Village may need to bring in two temporary agency employees soon. Ean Young will be leaving for the Military possibly as soon as June. Danny Hamblin will possibly be having surgery on his shoulder this summer.

Council approved by consensus to bring additional temporary agency employees on board.

PERSONNEL COMMITTEE:

The next meeting is scheduled for at May 1 at 5:30 p.m.

APPROVAL OF BILLS:

Councilman Covert moved to accept the bills presented (warrants 25493-25553 and EFT's 182-2017 thru 234-2017) be paid. Councilman Colonel second. All ayes by roll, Motion carried. Councilwoman Schueler-Hurst Abstain check 25530.

OLD BUSINESS:

NEW BUSINESS:

ADJOURNMENT:

*Councilwoman Schueler-Hurst moved to adjourn the meeting. Councilman Covert second the motion. All ayes by roll call. Motion carried.*

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Mary Ann Lefker  
Mayor

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Michael Murray  
Clerk/Treasurer

May 11, 2017  
Meeting Date