

Village of Williamsburg Regular Council

August 11, 2016

A regular meeting of the Williamsburg Village Council was held on Thursday, August 11, 2016 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, Charles Covert, Dan Colonel, Traci Schueler-Hurst, Ronald Ferree Jr.

CLERK/TREASURER: Michael Murray, **Staff Present: SOLICITOR:** Dexter Bastin, **ADMINISTRATOR:** Susan Ellerhorst, **POLICE:** Chief Mike Gregory, **FIRE:** Chief Kevin Wiedemann

VISITORS PRESENT: Troy Ison, Jeff Armstrong, Kathy and Micki Perry

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

Solicitor Dexter Bastin swore in Ronald Ferree Jr. for the open council seat.

Public hearing to vacate portion of Fifth Street, there was no opposition that attended. The hearing is closed.

Councilman King made motion to approve the minutes for the regular meeting held on July 14, 2016. Councilman Covert second the motion. Councilwoman Schueler-Hurst and Councilman Ferree abstained. All other members voted yea.

Councilwoman Schueler-Hurst made motion to approve the minutes for the special meeting held on July 26, 2016. Councilman King second the motion. Vice-Mayor Weaver and Councilman Ferree abstain. All other members voted yea.

Audience Statement

Mayor Reports & Financials

Councilman Covert made motion to accept the August 2016 Mayors Fines and Cost Report. Councilwoman Schueler-Hurst second the motion. All members voted yea.

Mayor Lefker was appointed as the Village Rep for the "Ohio Public Works Commission Subcommittee".

Police Chief Gregory and Fire Chief Wiedemann reported on the National Night Out. Thank you to all, for your help.

Police Report

Police Chief Mike Gregory submitted his July police department report for review.

Fire and EMS Report

Fire Chief Kevin Wiedemann submitted his July Fire Department report for review.

Clerk/Treasurer Report

Clerk Mike Murray presented July 2016 Financial Statements. Vice-Mayor Weaver made motion to accept, Councilwoman Schueler-Hurst second the motion. All members voted yea.

Clerk Mike Murray presented the July 2016 SSI Utilities Receipts/UAN Receipts Reconciliation. Councilwoman Schueler-Hurst made motion to accept. Councilman Colonel second the motion. All members voted yea.

Clerk Mike Murray presented the Utility Snapshot for general information.

Clerk Mike Murray presented the Income Tax Receipt Report for the month of July 2016. Councilman Colonel made motion to accept. Vice-Mayor Weaver second the motion. All members voted yea.

Clerk Mike Murray read for the first time, Resolution 754.16. A resolution by the Village of Williamsburg authorizing to proceed on certification of a delinquent utility bill. Vice-Mayor Weaver made motion to suspend the rules. Councilman Covert second the motion. All

Village of Williamsburg Regular Council

August 11, 2016

members voted yea. Clerk Mike Murray read for the second and third time the resolution 754-16. Councilman Colonel made the motion to pass. Councilwoman Schueler-Hurst second the motion. All members voted yea.

Clerk Mike Murray read for the first time, ordinance 1077-16; Vacate Portion Property of Fifth Street.

Solicitor Dexter Bastin recommend suspend the rules for Ordinance 1077-16 Vacate Portion Property of Fifth Street. Vice-Mayor Weaver made motion to suspend rules. Councilman Covert second the motion. All members voted yea.

Clerk Mike Murray read for the second and third time ordinance 1077-16. Councilman Covert made the motion to pass. Councilwoman Schueler-Hurst second the motion. All members voted yea.

Administrator Report

Administrator Susan Ellerhorst reported on the 2016 Clermont County Resurfacing Project. The Village cost is approximately \$35,000 for the road resurfacing and guardrail replacement. The project will include fixing the curbs in the project area. The cost to fix the curbs will be approximately \$26,000. The Village has \$100,000 in the budget for the project.

Administrator Susan Ellerhorst notified Council about the letter from the EPA regarding the need for the Village to join with Clermont County on their Permit or apply for an individual permit for National Pollutant Discharge Elimination System (NPDES) compliance. Earlier this year approval was given to the Administrator Susan Ellerhorst to join with the County on their permit.

Administrator Susan Ellerhorst discussed the USDA Language Access Plan for the Village as a requirement for the USDA funding. The plan requires the Village to provide a translation option for information provided by the Village.

Administrator Susan Ellerhorst noted that the first month of the Online payment option has been completed. Mayor Lefker asked for clarification about the fees. Clerk Mike Murray discussed the fees and noted less than 25 individuals used the online service in July which means that the Village is not making any money on the fees. The Finance Department will review each month for any changes.

Administrator Susan Ellerhorst reported that the Community Center storage room is currently being fixed. Quotes are being obtained for painting and fixing the outside of the Community Center.

Administrator Susan Ellerhorst discussed the Taking Root Grant of \$1,000 for trees to be planted in the park.

Park Committee

Administrator Susan Ellerhorst reported on the 2nd shelter construction and discussed the purchase of picnic tables, grilles and trash containers.

The next meeting is scheduled for September 6th at 6:30 p.m.

Planning Committee

The next meeting is scheduled for September 6th at 7:00 p.m.

Utilities Committee

Vice-Mayor Weaver reported on the hydrant testing from the County's connections on Old SR 32 and SR 276 to hydrants on East Main. The results showed that the waterline on Main Street drops 12 points. The Village will meet with Clermont County to review the data and request additional hydrant testing on Main Street to pinpoint any issues.

Vice-Mayor Weaver discussed the Aqua-line leak detection to be completed at night to find water leaks. Council approved the testing by consensus.

Village of Williamsburg Regular Council

August 11, 2016

The next meeting is scheduled for at August 22nd at 6:00 p.m.

Economic Development and Tree Board

The Committee discussed the Memorial Tree plantings in the fall.

The next meeting is scheduled for at September 6th at 6:00 p.m.

Facilities and Equipment

Councilman Covert discussed the need for an additional camera for \$442.00 at the bridge for security reasons. A consensus of Council approved the second camera purchase.

Councilman Covert noted that two other Villages are planning to host an auction for equipment and vehicles. Council approved the Village to participate in the auction by a consensus. The Police Department and Public Works Department will prepare a list of the equipment and vehicles for the auction for the September 13th meeting.

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

Executive Session

Councilwoman Schueler-Hurst made motion to go into Executive Session for the purpose of discussing compensation. Councilman Covert second the motion. All members voted yea.

Council came out of session at 7:05 pm.

Personnel Committee

The personnel committee recommendation:

- Chris Wright extends his 6 months' probation.
- Priscilla Bush \$1.00 increase back to 6 months anniversary date June 17, 2016.

Councilwoman Schueler-Hurst made the motion to accept the recommendation.

Councilman Covert second the motion. All members voted yea.

Councilwoman Schueler-Hurst made the motion to accept the resignation of Brian Deel.

Councilman Covert second the motion. All members voted yea.

Councilwoman Schueler-Hurst made the motion to approve. Councilman Covert second the motion. All members voted yea.

The next meeting is scheduled for at September 12th at 5:30 p.m.

Approval of Bills

Councilman Covert moved that the bills presented (Warrants 24968 thru 25022 and EFT's 526-2016 thru 596-2016) be paid. Councilman King seconded the motion. Roll call Covert yea, Colonel yea, Ferree yea, Weaver yea. Councilwoman Schueler-Hurst abstain warrant 24982. All others yea, Motion carried.

New Business

Administrator Ellerhorst will get quotes for replacing and repairing sidewalk bricks.

Adjournment

Councilwoman Schueler-Hurst moved to adjourn the meeting. Councilman Covert seconded the motion. All yeas by roll call. Motion carried.

Mary Ann Lefker
Mayor

Michael Murray
Clerk/Treasurer

September 8, 2016
Meeting Date