

Village of Williamsburg Regular Council

October 13, 2016

A regular meeting of the Williamsburg Village Council was held on Thursday, October 13, 2016 at 5:30 p.m. at the Community Center -107 West Main Street, Williamsburg, Clermont County, Ohio.

MEMBERS PRESENT: MAYOR: Mary Ann Lefker

COUNCIL MEMBERS: Dr. James King, Charles Covert, Dan Colonel, Traci Schueler-Hurst, Ronald Ferree Jr.

Staff Present: SOLICITOR: Dexter Bastin, **ADMINISTRATOR:** Susan Ellerhorst,

POLICE: Chief Mike Gregory, **FIRE:** Chief Kevin Wiedemann

VISITORS PRESENT: Tracy Kuhn, Sylvia Tatum

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

Councilwoman Schueler-Hurst made motion to approve the minutes for the regular meeting held on September 8, 2016. Councilman Colonel second the motion All members voted yea.

Councilman Covert made motion to approve the minutes for the special meeting held on July 26, 2016. Councilwoman Schueler-Hurst second the motion. Councilman King abstained. All other members voted yea.

Audience Statement

Tracy Kuhn requested permission for the Band Boosters to use the intersection to collect money for the Gator Bowl trip in December from 10:00 a.m. – 2:00 p.m. on November 12th same day as the Craft Show. Council discussed and approved by consensus and requested the presence of the band members at the Community Building during the event.

Sylvia Tatum of 137 N. 5th Street discussed her concerns with vehicles and trailers parked on Lytle Avenue. She requested the vehicles and trailer be moved because she is not able to maneuver her vehicle in and out of her driveway. Mayor Lefker discussed the zoning requirement for motorized vehicles on the street. Chief Gregory noted the Police Department had been working with the tenants of the property on Lytle Avenue. Dexter Bastin noted that any motorized vehicles on the street fall under the Police Department. Council discussed and asked Administrator Susan Ellerhorst to send a letter to the tenant and property owner about the zoning regulations regarding non-motorized vehicles on the street.

Mayor Reports & Financials

Councilman King made motion to accept the September 2016 Mayors Fines and Cost Report. Councilman Colonel second the motion. All members voted yea.

Mayor Lefker read the Thank You card from Mike Murray for the flowers for Olivet Murray's mother.

Mayor Lefker stated Officer Ian Courtney has submitted his resignation as a Williamsburg part-time Police Officer. He has taken a full-time position in Blanchester. Councilman King made a motion to accept the resignation of Officer Courtney. Councilman Colonel second the motion. All members voted yea.

Mayor Lefker reported Officer Stephen Halkiu has asked to be moved to part-time status because he has taken a full time position outside of police work. Councilwoman Schueler-Hurst made a motion to move Officer Halkiu to part-time status. Councilman King second the motion. All members voted yea.

Mayor Lefker noted the Wastewater Treatment Plant Bids for Phase 3 improvements came in at 3.1 million.

Mayor Lefker discussed the meeting with Clermont County's Economic Development team and Administrator Susan Ellerhorst. The County noted there were four issues that are preventing the County from marketing the Hawthorn property. The property needs to be identified as being subdividable and zoned industrial. The property also needs to have a specific asking price identified and an environmental phase I study. The County noted

Village of Williamsburg Regular Council

October 13, 2016

that they cannot work with us on any commercial sites. Consensus of Council is to move forward with the items needed to market the property with the County.

Mayor Lefker discussed recognizing Ron Chapman with a resolution 759-16 for his accomplishments and commitments to the American Legion at the regional, state and local levels. Councilwoman Schueler-Hurst made motion to suspend rules. Councilman Colonel second the motion. All members voted yea.

Administrator Susan Ellerhorst read for the second and third time resolution 759-16. Councilwoman Schueler-Hurst made the motion to pass. Councilman Colonel second the motion. All members voted yea.

SOLICITOR'S REPORT

Dexter Bastin discussed 292 Broadway Avenue and tax foreclosure on the property. Mr. Bastin asked Council to consider if the Village is interested in purchasing the property at the Auditor sale next year to get the money back the Village invested in demolition of the property. Council discussed the property and options. Councilman Covert noted it may be able to be used for the Hike Bike Trail parking. Consensus of Council to watch the property for the auditor sale.

Police Report

Police Chief Mike Gregory submitted his August & September police department reports for review.

Fire and EMS Report

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

Clerk/Treasurer Report

Administrator Susan Ellerhorst presented September 2016 Financial Statements. Councilwoman Schueler-Hurst made motion to accept, Councilman King second the motion. All members voted yea.

Administrator Susan Ellerhorst presented the September 2016 SSI Utilities Receipts/UAN Receipts Reconciliation. Councilwoman Schueler-Hurst made motion to accept, Councilman King second the motion. All members voted yea.

Administrator Susan Ellerhorst presented the Utility Snapshot for general information. Mayor Lefker requested to have a copy of the full year to review each month.

Administrator Susan Ellerhorst presented the Income Tax Receipt Report for the month of September 2016. Councilwoman Schueler-Hurst made motion to accept, Councilman King second the motion. All members voted yea.

Administrator Susan Ellerhorst read for the first time, Resolution 758.16. A resolution by the Village of Williamsburg authorizing to proceed on certification of a delinquent utility bill. Councilman King made motion to suspend the rules. Councilman Colonel second the motion. All members voted yea.

Administrator Susan Ellerhorst read for the second and third time the resolution 758-16. Councilman King made the motion to pass. Councilman Colonel second the motion. All members voted yea.

Solicitor Dexter Bastin recommend to suspend the rules for Ordinance 1079-16 stating to provide services to proposed annexation. Councilwoman Schueler-Hurst made motion to suspend rules. Councilman Colonel second the motion. All members voted yea.

Administrator Susan Ellerhorst read for the second and third time ordinance 1079-16. Councilman King made the motion to pass. Councilman Covert second the motion. All members voted yea.

Administrator Report

Administrator Susan Ellerhorst discussed the Safety Study for sidewalks on East Main Street. The construction cost will be approximately \$800,000 for the sidewalk on East

Village of Williamsburg Regular Council

October 13, 2016

Main Street. The project would include funding to move the entrance to the park and the basketball court. The plans will be sent to Council for review.

Park Committee

Councilman Colonel discussed the down spout pipes being a safety hazard as currently installed. Administrator Susan Ellerhorst will ask Chris Wright to fix the downspout pipes and only install the one section of sidewalk.

The Committee reviewed the sidewalk proposed and recommended keeping the sidewalk between the shelter and the track but not between the track and the parking lot. Council approved the sidewalk by consensus.

The next meeting is scheduled for November 1st at 6:30 p.m.

Planning Committee

Councilman King reported that Jeremy Fishback came to Planning to discuss his request to demolish the home at 160 S. Fifth Street and rebuild on the site.

The next meeting is scheduled for November 1st at 7:00 p.m.

Utilities Committee

Councilman Colonel discussed the utility adjustment for 628 East Main Street in the amount of \$3,075.94 for the water leak on August 31st.

Councilman Colonel reported the valves on High Street are all open now and the Village will request Clermont County's assistance with another test of the hydrants between NAPA and High Street.

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

Economic Development and Tree Board

No Meeting

Mayor Lefker noted that the Memorial tree planting will be held on Sunday, October 16th at 2:00 p.m.

The next meeting is scheduled for at November 1st at 6:00 p.m.

Facilities and Equipment

Councilman Covert discussed the cost for the concrete ramp for the new Police Department in the amount of \$8,100.00. Councilman Colonel made motion to construct the ramp for \$8,100. Councilwoman Schueler-Hurst second the motion. All members voted yea.

Councilman Covert reviewed the two sandblasted cedar 3' X 6' sign proposals for the new police department. The Digimax quote \$2,627.00 and Sign Graphics & Design quote \$2,560.00 proposals were discussed. Councilwoman Schueler-Hurst made motion to approve the Sign Graphics & Design proposal in the amount of \$2,560.00. Councilwoman Schueler-Hurst second the motion. All members voted yea.

Councilman Covert discussed project management proposal from Tritex LLC. at \$1,720.00 for the parking lot and storm sewer drainage for the campus buildings. Councilman Colonel made motion to approve the project management proposal in the amount of \$1,720.00 with Tritex LLC. Councilman Covert second the motion. All members voted yea.

Councilman Covert discussed three paving assessment proposals from CT Consultants \$4,805.00, Choice One Engineering \$5,370.00 and Midwest Pavement Analysis & Design \$2,000.00. The assessment will provide pavement, sidewalk and curb data about each street for more accurate planning in the future. Councilwoman Schueler-Hurst made motion to approve the paving assessment proposal in the amount of \$2,000.00 with Midwest Pavement Analysis & Design. Councilman King second the motion. All members voted yea.

Village of Williamsburg Regular Council

October 13, 2016

The next meeting is scheduled for at November 8th at 5:00 p.m.

Executive Session

Councilwoman Schueler-Hurst made motion to go into Executive Session for the purpose of discussing compensation at 6:45pm. Councilman Covert second the motion. All members voted yea.

Council came out of session at 7:15 pm.

Personnel Committee

The personnel committee recommendation:

- Officer Flynn increase to \$15.25/hour beginning on the next pay period.
- Ean Young increase to \$13.00/hour beginning on the next pay period.
- Hire Daren Johnson at \$11.00/hour after completion of contract with temporary agency.
- Susan Ellerhorst increase \$1,140 for the year retroactive to anniversary hire date.

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

The next meeting is scheduled for at November 7th at 5:30 p.m.

Approval of Bills

Councilman Covert moved that the bills presented (Warrants 25072 thru 25140 and EFT's 662-2016 thru 745-2016) be paid. Councilman Colonel seconded the motion. Roll call Covert yea, Colonel yea, Ferree yea. Councilwoman Schueler-Hurst abstain warrant 25102. All others yea, Motion carried.

Old Business

Councilwoman Schueler-Hurst noted that the programs for Christmas Walk were paid for last year by the Village in the amount of \$282.10. A consensus of Council is to waive the repayment of the programs.

Mayor Lefker discussed the red brick pavers from the street scape project that need to be reset. Council discussed and recommends Susan Ellerhorst and Chris Wright to review the problem areas and have Daren Johnson fix the pavers.

New Business

Mayor Lefker discussed the current repaving of Old SR 32 and guardrail for the project.

Adjournment

Councilwoman Schueler-Hurst moved to adjourn the meeting at 7:25 p.m. Councilman Covert seconded the motion. All yeas by roll call. Motion carried.

Mary Ann Lefker
Mayor

Michael Murray
Clerk/Treasurer

October 13, 2016
Meeting Date