

Held

*November 14, 2019*

The regular meeting of the Williamsburg Village Council was held on Wednesday, November 14, 2019 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:** Randy Mercer, Gary Collier, Mark Herren, David Fiscus, and Dr. King **CLERK/TREASURER:** Michael Murray, **POLICE:** Chief Michael Gregory, **FIRE CHIEF:** Kevin Wiedemann , **ADMINISTRATOR:** Susan Ellerhorst, **PUBLIC WORKS SUPERVIORS:** Kyle Cribbet and Bryan Bachtel.

**AUDIENCE:** Becky McClachty, John McManus, Carl Whalen, Jard Cornell, Bill Wendel, Gene Bell, Joseph W. Martin, Tim Boffey, and Marth Watters

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

AUDIENCE STATEMENTS:

Carl Whalen and Jard Cornell from Back the Blue presented a \$400 donation to the Council and Trustees, \$200 Police Department and \$200 Fire Department.

Becky McClatchey answered questions from Council about the proposed wetland reservoir project. Ms. McClatchey noted there would be no restrictions to keep as a wetland after the project is completed. The project would include a retro fit for the reservoir and funding to complete a feasibility study. The wetland would be self-maintaining.

Councilman Collier made motion to turn the reservoir area in a wetland area. Councilman Fiscus second the motion. By roll call Councilman Collier, yea; Councilman Herren, yea; Councilman King, yea; Councilman Mercer, yea. Motion carried.

Tim Boffey noted the increased patrols on North Third Street seems to have reduced the foot traffic in the area. Mr. Boffey stated his concern about the deterioration of North Third Street.

Mayor Lefker asked Administrator Ellerhorst to provide an update on the progress made on North Third Street.

Administrator Ellerhorst noted a request was submitted to the Clermont County Health Department in August about the safety and health concerns related to the property located at 366 North Third Street. Administrator Ellerhorst reported the Village received a letter from the Clermont County Health Department dated October 15, 2019 about the property located at 366 North Third Street. The letter stated the investigation of the safety concerns and request to condemn the property was complete. The letter noted that the home appears to be repairable and the case was closed.

Administrator Ellerhorst reported the Village received an agreement from Duke Energy for the installation of an additional street light on North Third Street. Once the agreement is signed Duke Energy will schedule the street light to be installed. The time frame for installation is approximately 4 weeks after the project has been scheduled.

APPROVAL OF MINUTES:

Councilman Mercer made a motion to approve the October 10, 2019 regular meeting minutes. Councilman Collier second. All ayes by roll call. Motion carried.

MAYOR'S REPORT:

Mayor Lefker provided the Mayors Court Fines and Costs Report for October 2019.

Councilman Collier made a motion to approve the October 2019 Mayors Court Fines and Costs Report. Councilman Fiscus second. All ayes by roll call. Motion carried.

SOLICITOR'S REPORT:

POLICE REPORT:

Police Chief submitted a report on the Village calls, citations and runs for October.

FIRE REPORT:

Fire Chief submitted a report on the Townships Fire and EMs runs. Mayor Lefker noted there is a new Santa this year.

CLERK/TREASURER'S REPORT:

Clerk/Treasurer Mike Murray noted the Auditor could not make the meeting. Would be at the next council meeting on December 12th.

Clerk/Treasurer Mike Murray presented the October 2019 Financial Statements (agenda item 1).

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

Clerk/Treasurer Mike Murray presented the October 2019 the SSI Utilities Receipts and UAN Receipts (agenda item 2).

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

Clerk/Treasurer Mike Murray presented the October 2019 Utility Funds Snapshot for general information (agenda item 3).

Clerk/Treasurer Mike Murray presented the October 2019 Income Tax receipts report (agenda item 4).

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

Clerk/Treasurer Mike Murray read for the first time Resolution 850-19 Authorizing to Establish Fund 2092 Police Property Room Currency. (agenda item 5)

Councilman King made motion to suspend the rules on Resolution 850-19 19 Authorizing to Establish Fund 2092 Police Property Room Currency. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 850-19 Authorizing to Establish Fund 2092 Police Property Room Currency. (agenda item 5).

Councilman King made motion to approve Resolution 850-19 19 Authorizing to Establish Fund 2092 Police Property Room Currency. Councilman Fiscus second the motion. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 851-19 Authorizing to Establish Debit Fund 5728 Asset Management Plan & GIS Mapping. (agenda item 6)

Councilman Fiscus made motion to suspend the rules on Resolution 851-19 19 Authorizing to Establish Debit Fund 5728 Asset Management Plan & GIS Mapping. Councilman King second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 851-19 Authorizing to Establish Debit Fund 5728 Asset Management Plan & GIS Mapping. (agenda item 6).

Councilman Collier made motion to approve Resolution 851-19 19 Authorizing to Establish Debit Fund 5728 Asset Management Plan & GIS Mapping. Councilman Mercer second the motion. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 852-19 Authorizing Clerk/Treasurer to Transfer \$100,000.00 from Investment 7158 to Primary 7624 General. (agenda item 7).

Councilman King motion to suspend the rules on Resolution 852-19 Authorizing Clerk/Treasurer to Transfer \$100,000.00 from Investment 7158 to Primary 7624 General. Councilman Collier second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 852-19 Authorizing Clerk/Treasurer to Transfer \$100,000.00 from Investment 7158 to Primary 7624 General. (agenda item 7).

Councilman King made motion to approve Resolution 852-19 Authorizing Clerk/Treasurer to Transfer \$100,000.00 from Investment 7158 to Primary 7624 General. Councilman Fiscus second the motion. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 853-19 Certified Delinquent Utility Bills. (agenda item 8).

Councilman King made motion to suspend the rules on Resolution 853-19 Certified Delinquent Utility Bills. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 853-19 Certified Delinquent Utility Bills. (agenda item 8).



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Councilman King made motion to approve Resolution 853-19 Certified Delinquent Utility Bills. Councilman Collier second the motion. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 854-19 Authorizing Village Mayor to Accept & Enter into Clermont Count Development Block Grant Administrative Agreement on Behalf of the Village. (agenda item 9).

Councilman King made motion to suspend the rules on Resolution 854-19 Authorizing Village Mayor to Accept & Enter into Clermont Count Development Block Grant Administrative Agreement on Behalf of the Village. Councilman Collier second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 854-19 Authorizing Village Mayor to Accept & Enter into Clermont Count Development Block Grant Administrative Agreement on Behalf of the Village. (agenda item 9).

Councilman King made motion to approve Resolution 854-19 Authorizing Village Mayor to Accept & Enter into Clermont Count Development Block Grant Administrative Agreement on Behalf of the Village. Councilman Collier second the motion. All ayes by roll call. Motion carried.

Councilman Collier made motion to table, Ordinance 1143-19 Setting the salary for the Mayor of the Village of Williamsburg until the December meeting. All ayes by roll call. Motion carried. (agenda item 10).

On Hold Ordinance 1147-19 Gas Aggregation Program with Opt-Out Provisions Pursuant to Section 4929.26, Ohio Revised Code, Directing the Clermont County Board of Election to submit a Ballot Question to the Electors (agenda item 11).

Clerk/Treasurer Mike Murray read for the first time Ordinance 1154-19 Authorizing to Increase 2019 Permanent Appropriations. (agenda item 12).

Councilman Mercer motion to suspend the rules on Ordinance 1154-19 Authorizing to Increase 2019 Permanent Appropriations. Councilman Fiscus second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1154-19 Authorizing to Increase 2019 Permanent Appropriations. (agenda item 12).

Councilman Mercer made motion to approve Ordinance 1154-19 Authorizing to Increase 2019 Permanent Appropriations. Councilman King second the motion. All ayes by roll call. Motion carried.

Chief Gregory came into the meeting at 6:20 p.m.

Mayor Lefker discussed the request from the Police Department to be paid by 1099 for voluntary off duty assignments in the Village in uniform.

Councilman Herren made motion to accept the Police to do voluntary assignments. Councilman Collier second the motion. By roll call Councilman Herren, yea; Councilman Fiscus, Abstained; Councilman King, yea; Councilman Mercer, nay; Councilman Collier, yea. Motion carried. (agenda item 13).

ADMINISTRATOR'S REPORT:

Administrator Ellerhorst reported the Village cleaned up the property after receiving information from the realtor that the property will be put up for auction again. The property is currently owned by Freddy Mac. The cost for the clean-up will be accessed to the property taxes.

Councilman Collier made motion to approve to have 366 North Third Street property cleaned up. Councilman Mercer second the motion. All ayes by roll call. Motion carried.

Administrator Ellerhorst noted the Clermont County Council of American Legion letter requesting support was included in the Council Packet for review. Mayor Lefker noted in the past Council has not provided support but individuals have provided support on their own.

Administrator Ellerhorst noted the Village was awarded \$9,102.69 for the 2019 Clermont County

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Park District Community Parks grant for the Community Park – Entrance realignment. The project must be completed by October 31, 2020.

Administrator Ellerhorst distributed a copy of the Clermont County Development Block Grant agreement for the sidewalk project on South Broadway and South Fourth Street. The project will be managed by Clermont County.

Councilman Herren made a motion for Mayor Lefker to sign the contract and agreement for the Clermont County Community Development Block Grant for sidewalks on South Broadway and South Fourth Street. Councilman Mercer second the Motion. All ayes by roll call. Motion carried.

Administrator Ellerhorst reported meeting with Ohio Department of Transportation District Eight representatives on site for the Safe Routes to School Project on Willow and Spring Street for construction year 2022. After the site visit ODOT selected the engineering firm for the project. The estimated cost for the engineering services for the project is approximately \$30,000 which is not included in the grant. Burgess and Niple and ODOT will be preparing an agreement for the Village to sign.

Administrator Ellerhorst reported the Village was awarded \$389,283 in federal Transportation Alternative funds from Ohio, Kentucky, Indiana Regional Council of Governments for the Williamsburg East Main Street/Old SR 32 Bicycle and Pedestrian Side Path for construction in Fiscal Year 2024.

Administrator Ellerhorst noted the Village received their 5-year permit for the National Pollutant Discharge Elimination System (NPDES). This permit is a requirement by the Ohio Environmental Protection Agency. A copy of the letter is included in Council's packet. The permit expires on October 31, 2024.

Administrator Ellerhorst discussed the Software Solutions VIP WebPortal payment processing benefits. The Village currently uses Software Solutions for utility billing. The VIP WebPortal will provide residents and businesses online access to their account for convenience. Customers will be able to download 24 months of pdfs of their bills. Customers will be able to manage multiple accounts with a variety of payment options. The benefits to the Village will include reduction in cost with paperless billing, easier reconciliation and meets customer demands for online options.

Councilman Herren made motion to approve changing to Software Solutions VIP WebPortal payment processing software. Councilman Mercer second the motion. All ayes by roll call. Motion carried.

Public Works Superintendent Kyle Cribbet discussed the work the department has been doing with the new jet/vac trailer.

Public Works Superintendent Kyle Cribbet reported on the progress of the E Main Street Waterline project. Public Works Superintendent Kyle Cribbet stated the restoration needs to be completed. The contractor will be moving the construction equipment on Sixth Street. The engineer is preparing the punch list for the project. There is a meeting scheduled for tomorrow.

Administrator Ellerhorst reported the Village CIC received an offer on 292 South Broadway. Administrator Ellerhorst asked if a CIC meeting needed to be scheduled to discuss the offer. Council asked how much was the offer. Mayor Lefker stated the offer was for \$10,000 however the amount of money the Village has in the property is much higher.

Administrator Ellerhorst discussed the Duke Energy street light agreement for North Third Street.

Councilman Collier made a motion to approve the street light on North Third. Councilman Mercer second the motion. All ayes by roll call. Motion carried.

Administrator Ellerhorst noted the Holiday Lunch sign-up sheet is being passed around for everyone to sign. Administrator Ellerhorst recommended moving the lunch to the Williamsburg High School because last year space was limited due to great attendance for the lunch. Council agreed by consensus to move the lunch to the Williamsburg High School.

**PARK COMMITTEE: No Meeting**

The next meeting is December 3, 2019 at 6:30 pm.

**PERSONNEL COMMITTEE:**

Councilman Herren made motion to approve \$100.00 net Christmas Bonus for each employee. Councilman Mercer second the motion. All ayes by roll call. Motion carried.



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Mayor Lefker noted evaluation will be taken to the December 3<sup>rd</sup> meeting. The next meeting is scheduled for December 3, 2019 at 5:30 pm.

PLANNING COMMITTEE:

Councilman Herren noted Planning Commission reviewed the Zoning permits and approvals since the last meeting.

Councilman Herren reported Planning Commission agreed to bring a request for a Town Hall meeting to Council to give their opinion on Family Dollar. The Town Hall would be an open forum.

The next meeting is scheduled for December 3, 2019 at 7:00 pm.

SAFETY COMMITTEE: No Meeting

The next meeting is scheduled for TBD.

UTILITIES COMMITTEE:

Administrator Ellerhorst reported the Committee met and approved some of the adjustment requests.

The next meeting is scheduled for November 21, 2019 at 6:00 pm.

ECONOMIC DEVELOPMENT:

Mayor Lefker discussed future plans and noted a few more members may be added.

Mayor Lefker distributed and reviewed the 2026 Strategic Plan with Village Council.

The next meeting is TBD.

TREE BOARD:

Mayor Lefker noted Tree Board will review the Compressive Tree Plan.

The next meeting is November 21, 2019.

FACILITIES AND EQUIPMENT:

The next meeting is December 3, 2019 at 5:30 p.m.

EXECUTIVE SESSION:

7:10 pm Councilman Herren made motion to go into executive session for compensation. Councilman Fiscus second the motion. All ayes by roll call.

7:25 pm come out of executive session.

APPROVAL OF BILLS:

Councilman Herren made motion to approve the bills presented Warrants 27520-27579 and EFT's 644-2019 – 706-2019 be paid. Councilman King second. All ayes by roll call. Motion carried.


OLD BUSINESS:

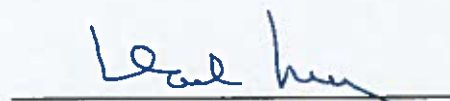
Councilman Collier noted safety concern of trees leaning towards the street on Spring Street. Mayor Lefker noted Administrator Ellerhorst will sent out a notification to the property owner about the concern.

NEW BUSINESS:

ADJOURNMENT:

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

  
Mary Ann Lefker - Mayor

  
Michael Murray - Clerk/Treasurer

December 12, 2019  
Date Passed

Minutes of \_\_\_\_\_ Meeting

HARRETT BROTHERS

Form 6101

Held \_\_\_\_\_

