

Held

*December 12, 2019*

The regular meeting of the Williamsburg Village Council was held on Thursday, December 12, 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, and Dr. King **CLERK/TREASURER:** Michael Murray, **POLICE:** Chief Michael Gregory, **ADMINISTRATOR:** Susan Ellerhorst, **PUBLIC WORKS SUPERVIORS:** Kyle Cribbet and Bryan Bachtel.

**AUDIENCE:**

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

AUDIENCE STATEMENTS:

APPROVAL OF MINUTES:

Councilman Collier made a motion to approve the November 14, 2019 regular meeting minutes. Councilman King second. All ayes by roll call. Motion carried. Vice-Mayor Wood abstain.

Councilman King made a motion to approve the November 18, 2019 special meeting minutes. Councilman Mercer second. All ayes by roll call. Motion carried. Vice-Mayor Wood and Councilman Herren abstain.

MAYOR'S REPORT:

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

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

Mayor Lefker thanked Administrator Susan Ellerhorst and staff for the help with the Christmas Walk.

Mayor Lefker reported that Williamsburg did not receive Ben Rothensberger Grant.

Mayor Lefker contacted Pierce Township about vehicles and resources.

Mayor Lefker discussed Committee appointments and appointed Steve Maham to replace Dave Fiscus on the Tree Board, Utilities, and Parks and Recreation Board. Mayor Lefker requested Council contact her with any questions or concerns.

Mayor Lefker reported she received Kudo's for the Public Works Department during the recent water main break.

Mayor Lefker noted the Village will create a Request for Proposals for Engineering Services to review projects. This would be for on call for services. Mayor Lefker noted Planning Commission is uncomfortable looking at the plans currently. Councilman Herren noted this is a good idea to move forward on our behalf to review the plans. Council approve by consensus to prepare an RFP for Engineering Services.

Mayor Lefker noted the current Economic Development Committee members agreed to add new community members to the committee. Mayor Lefker noted she is researching other Economic Development Committee and their memberships.

Mayor Lefker noted there is a request for volunteers for June In Olde Williamsburgh and Christmas Walk committee if you know someone who would like to help.

SOLICITOR'S REPORT:

POLICE REPORT:

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

Chief Gregory noted Officer Herren and Timmers will be participating in the Shop with a Cop on December 17<sup>th</sup>. Principal Kevin Dunn selected the child for the event.

Mayor Lefker noted the American Legion was out over the past weekend and received a very generous contribution.

FIRE REPORT:

Fire Chief submitted a report on the Townships Fire and EMs runs.

Mayor Lefker thanked the Fire Department for their time and help with the Christmas Walk.

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Mayor Lefker thanked the Ladies Auxiliary for providing treats and helping the children in and out of the Fire Truck.

CLERK/TREASURER'S REPORT:

Clerk/Treasurer Mike Murray noted the Auditor could not make the meeting.

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

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

Clerk/Treasurer Mike Murray presented the November 2019 the SSI Utilities Receipts and UAN Receipts (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 November 2019 Utility Funds Snapshot for general information (agenda item 3).

Clerk/Treasurer Mike Murray presented the November 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 855-19 Certified Tax Assess Property Cleanup on 366 North Third Street. (agenda item 5)

Councilman King made motion to suspend the rules on Resolution 855-19 Certified Tax Assess Property Cleanup on 366 North Third Street. Councilman Collier second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 855-19 Certified Tax Assess Property Cleanup on 366 North Third Street. (agenda item 5).

Councilman Mercer made motion to approve Resolution 855-19 Certified Tax Assess Property Cleanup on 366 North Third Street. Councilman Collier second the motion. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 856-19 Certified Delinquent Utility Bills. (agenda item 6)

Councilman Mercer made motion to suspend the rules on Resolution 855-19 Certified Tax Assess Property Cleanup on 366 North Third Street. Councilman Collier second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 855-19 Certified Tax Assess Property Cleanup on 366 North Third Street. (agenda item 6).

Councilman Mercer made motion to approve Resolution 855-19 Certified Tax Assess Property Cleanup on 366 North Third Street. Councilman Collier second the motion. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Ordinance 1140-19 Approve 2020 Temporary Appropriations (Rev1). (agenda item 7).

Vice-Mayor Wood motion to suspend the rules on Ordinance 1140-19 Approve 2020 Temporary Appropriations (Rev1). Councilman Herren second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1140-19 Approve 2020 Temporary Appropriations (Rev1). (agenda item 7).

Councilman Herren made motion to approve Ordinance 1140-19 Approve 2020 Temporary Appropriations (Rev1). Vice-Mayor Wood second. All ayes by roll call. Motion carried.



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Clerk/Treasurer Mike Murray read for the third time Ordinance 1143-19 Setting the salary of the Mayor of the Village of Williamsburg. (agenda item 8).

Councilman Herren made motion to approve Ordinance 1143-19 Setting the salary of the Mayor of the Village of Williamsburg. Councilman Mercer second the motion. All ayes by roll call. Councilman King, nay; Motion carried.

Tabled 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 9).

Clerk/Treasurer Mike Murray read for the first time Ordinance 1155-19 Authorize Increase to 2019 Permanent Appropriations (Rev11). (agenda item 10).

Councilman Mercer motion to suspend the rules on Ordinance 1155-19 Authorize Increase to 2019 Permanent Appropriations (Rev11). Councilman Collier second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third Ordinance 1155-19 Authorize Increase to 2019 Permanent Appropriations.

Councilman Collier made motion to approve Ordinance 1155-19 Authorize Increase to 2019 Permanent Appropriations (Rev11). (agenda item 10). Councilman Mercer second the motion. All ayes by roll call. Motion carried.

ADMINISTRATOR'S REPORT:

Administrator Ellerhorst distributed a copy of the design changes for Gay Street Phase I project. Council discussed the design and noted minor changes could be made in the field if needed.

Councilman Herren made a motion to approve the design changes for the Gay Street Phase I project. Vice-Mayor Wood second the motion. All ayes by roll call. Motion carried.

Administrator Ellerhorst provided an update on the properties located on North Third Street.

Administrator Ellerhorst noted the Holiday lunch is scheduled to take place at 12:00 pm on December 24<sup>th</sup> at the Williamsburg High School due to the limited capacity at the Community Building.

PARK COMMITTEE: No Meeting

The next meeting is January 7, 2020 at 6:30 pm.

PERSONNEL COMMITTEE:

Mayor Lefker noted the Committee met to review Employee Evaluations. Councilman Herren made motion to approve wage increase for 2020. Councilman Mercer second the motion. All ayes by roll call. Motion carried.

Councilman Herren made motion to approve training for Bryan Bachtel on water and sewer certifications. Councilman Mercer second the motion. All ayes by roll call. Motion carried.

Councilman Herren made motion to approve training for Spencer Capps on water and sewer certifications. Councilman Mercer second the motion. All ayes by roll call. Motion carried.

Councilman Herren made a motion to bring Spencer Capps off probation on December 31, 2019. Councilman Mercer second the motion. All ayes by roll call. Motion carried.

Councilman Herren made motion to approve to hire Darren Boothby January 2, 2020. Councilman Mercer second the motion. All ayes by roll call. Motion carried.

PLANNING COMMITTEE:

Councilman Herren noted Planning Commission reviewed the Zoning permits and approvals since the last meeting. Planning Commission reviewed the design changes for Gay Street Phase I.

Administrator Ellerhorst distributed the replat requested by Janet Booth for the property on the corner of Gay Street and S. Second Street.

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Councilman Herren made a motion to approve the replat for the property. Vice Mayor Wood second the motion. All ayes by roll call. Motion carried.

The next meeting is scheduled for January 7, 2020 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 January 23, 2020 at 6:00 p.m.

ECONOMIC DEVELOPMENT:

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

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

The next meeting is January 14, 2020 at 6:00 p.m.

TREE BOARD:

Mayor Lefker noted the Board is reviewing tree seedlings for the school program in April. Tree Board will review the Compressive Tree Plan.

The next meeting is January 14, 2020 at 6:30 p.m.

FACILITIES AND EQUIPMENT:

The next meeting is TBD at 5:30 p.m.

EXECUTIVE SESSION:

6:30 pm Councilman Herren made motion to go into executive session to sign. Vice-Mayor Wood second the motion. All ayes by roll call.

Council came out of executive session 6:40 p.m.

APPROVAL OF BILLS:

Councilman Herren made motion to approve the bills presented Warrants 27580 – 27635 and EFT's 707-2019 – 790-2019 be paid. Vice-Mayor Wood second. All ayes by roll call. Motion carried.

OLD BUSINESS:


Vice Mayor Wood asked for clarification on the invoice for Bobcat and tree removals. The Public Works Department provided information requested.

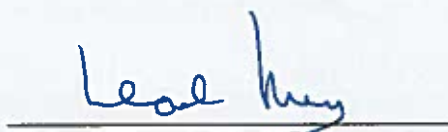
Councilman Collier noted safety concern of trees leaning towards the street on Spring Street. Mayor Lefker noted Administrator Ellerhorst will send out a notification to the property owner about the concern.

NEW BUSINESS:

ADJOURNMENT:

Councilman Herren moved to adjourn the meeting. Vice-Mayor Wood second the motion. All ayes by roll call. Motion carried.

  
Mary Ann Lefker - Mayor

  
Michael Murray - Clerk/Treasurer

January 9, 2020  
Date Passed