

Held

March 11, 2020

The regular meeting of the Williamsburg Village Council was held on Wednesday, March 11, 2020 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:** Tim Wood **COUNCIL MEMBERS:** Randy Mercer, Gary Collier, Mark Herren, Steve Maham and Anthony Percy **SOLICITOR:** Mike Minniear **CLERK/TREASURER:** Michael Murray, **POLICE:** Chief Michael Gregory, **FIRE CHIEF:** Kevin Wiedemann, **ADMINISTRATOR:** Susan Ellerhorst, **PUBLIC WORKS SUPERVIORS:** Kyle Cribbet and Bryan Bachtel.

AUDIENCE: Drew Watson and Ben Scherer of Rumpke.

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

Vice-Mayor Wood entered at 5:40 pm.

AUDIENCE STATEMENTS:

Administrator Susan Ellerhorst reported the Garbage Collection/Recycling Contract bids were received on February 20, 2020. Republic Services currently provides the Village with Garbage collection services. Republic Services bid for the 5-year contract was \$874,260.00. Rumpke's bid for the 5-year contract for garbage collection was \$742,608.00. There was a cost difference of \$131,652.00. Rumpke provided a bid for recycling services at \$3.50 per unit bi-weekly or \$5.50 per unit per week. Recycling was an all of nothing option from Rumpke. Republic Services did not provide a recycling bid. Administrator Ellerhorst recommends approving the 5-year contract with Rumpke for Garbage Collection.

Vice-Mayor Wood made motion not to accept the recycle option. Councilman Maham second. All ayes by roll call. Motion carried.

Councilman Mercer made motion to approve Administrator Susan Ellerhorst to sign the 5-year contract with Rumpke. Councilman Percy second. All ayes by roll call. Motion carried.

Councilman Herren entered at 5:50 pm.

Council discussed and approved for staff to prepare an ordinance for garbage collection increase \$13.95 per resident.

APPROVAL OF MINUTES:

Councilman Collier made a motion to approve the February 13, 2020 regular meeting minutes. Councilman Percy second. All ayes by roll call. Motion carried. Councilman Mercer Abstain.

MAYOR'S REPORT:

Mayor Lefker discussed the update from the Health District and the concerns about the Corona virus. Mayor Lefker reported there are no cases in Clermont County at this time. The website for the information about the virus is at [Coronavirus.ohio.gov](https://www.coronavirus.ohio.gov). Guidelines will be provided by the State and Local Health Departments. Council discussed late fees for utilities and disconnections.

Mayor Lefker provided the Mayors Court Fines and Costs Report for February 2020.

Vice-Mayor Wood made a motion to approve the February 2020 Mayors Court Fines and Costs Report. Councilman Mercer second. All ayes by roll call. Motion carried.

Councilman Collier made a motion to accept the Event Permit Application – Grassy Run for March 24-26, 2020. Councilman Percy second. All ayes by roll call. Motion Carried.

Vice-Mayor Wood made a motion to accept the Event Permit Application – June In Olde Williamsburgh June 5-7, 2020. Councilman Mercer second. All ayes by roll call. Motion Carried.

Mayor Lefker provided information on Milford's plan for the Local Government Allocation. Council discussed and made a recommendation by consensus to create ordinance for Local Government Funds.

SOLICITOR'S REPORT:

POLICE REPORT:

Police Chief submitted a report on the Village calls, citations and runs for February. Chief shared the new 2020 Police vehicle has been delivered March 10, 2020.

FIRE REPORT:

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

Held

March 11, 2020

ADMINISTRATOR'S REPORT:

Administrator Ellerhorst reported the Permit to Install has been approved for the Gay Street Phase I Reconstruction project. The Engineer and Contractor have been notified about the approval. The Village received the updated cost from the Contractor for the project.

Administrator Ellerhorst noted the Open House for the Gay Street Phase II Reconstruction Project was held to answer any questions or concerns on March 3, 2020.

Mayor Lefker confirmed the sale price for the property located at 190 E Main Street with Mr. Fisher. The Village is soliciting quotes for demolition of the building.

Administrator Ellerhorst reported the 2019 OPWC Project on Wilmar and S. Sixth Street was sent over to Small Government Funds. Administrator Ellerhorst recommends the Village apply for small government loan for Wilmar/Willow sewer relining and Sixth \$82,000 Village share. The total project cost is \$200,000.00.

Councilman Collier made motion to approve Administrator Ellerhorst to apply for Small Government Funds. Councilman Mercer second. All ayes by roll call. Motion Carried

Administrator Ellerhorst requests approval from Council to sign the agreement for CDBG South Broadway to Fourth \$13,929.80 Village share. The total project cost is \$139,298.00.

Councilman Collier made motion to approve Administrator Ellerhorst to sign CDBG agreement. Councilman Percy second. All ayes by roll call. Motion Carried.

Administrator Ellerhorst discussed the June In Olde Williamsburg Festival. The Committee is requesting support for the festival again in 2020. The donation will help pay for the Fire Works and Port -0-let.

Councilman Mercer made motion to approve third of the cost \$2,937 toward the June In Olde Williamsburgh Festival fireworks. Councilman Collier second. All ayes by roll call. Motion carried.

Administrator Ellerhorst brought a request for replat of Lot 48 & 49 of Todds Run Estates to Council for approval. Planning Commission has reviewed and approved.

Vice-Mayor Wood made motion to approve the replat of Lot 48 & 49. Councilman Collier second. All ayes by roll call. Motion carried.

Administrator Ellerhorst brought a request from the Economic Development Committee and Planning Commission to rezone the recently annexed area to Commercial on State Route 133 from State Route 276 to 4368 State Route 133.

Vice-Mayor Wood made motion to rezone State Route 133 area from State Route 276 to 4368 State Route 133 to Commercial. Councilman Maham second. All ayes by roll call. Motion carried.

Vice Mayor Wood reported Dan Weber of Heathfield Farms came to Planning Commission to ask if we could work together on the compost lot because it is a problem for his business. Vice Mayor Wood noted Mr. Weber purchased the property knowing that the Village owned the property with a compost lot. Administrator Ellerhorst has scheduled a meeting with Mr. Weber and staff on Thursday, March 12, 2020.

Administrator Ellerhorst discussed the change order information for Gay Street Phase I that includes the 12" pipe.

Vice-Mayor Wood made motion to Gay Street Phase I change order. Councilman Herren second. All ayes by roll call. Motion carried.

Mayor Lefker reported grant funding may be available for the park property. Councilman Maham made a motion to approve applying for funding to demo and redesign the park entrance. Councilman Percy second. All ayes by roll call. Motion carried.

Administrator Ellerhorst reported the guardrail at the intersection of Dela Palma and Main Street was repaired and the invoice has been processed.

Administrator Ellerhorst noted staff met with CT Consultant Kent Bryan to discuss the logistics and engineering needs of the Village and future project.

Administrator Ellerhorst reported the Village Easter Egg Hunt is scheduled for Saturday, April 4, 2020. Rain date is April 11, 2020. Williamsburg High School Students will be filling the Easter Eggs

Held March 11, 2020

with candy and toys next week for community service hours. Many of the local churches and a few businesses donate candy or Easter Baskets for the event. The Village received a \$150.00 donation from the Williamsburg Rotary for the event.

Administrator Ellerhorst reported the Public Works will be flushing hydrants during the week of April 13th. Rain dates will be the week of April 20th.

Administrator Ellerhorst stated the Tree City Awards will be held on April 17, 2020 in Sidney, Ohio. the deadline for registration is April 3, 2020. If anyone is interested in attending let me know before the deadline.

PARK COMMITTEE:

Mayor Lefker discussed the park entrance realignment project and purchase of the Fisher property. The Committee approved tear down and design for the property.

Administrator Ellerhorst discussed the projects, grants, copyright law and park lease. Administrator Ellerhorst noted the Committee established the following priorities: 1. Fisher Property, 2. Playground Equipment, 3. Safety, 4. Senior Activities.

Councilman Percy discussed marketing, food trucks, social media, senior activities and events. The Committee recommended creating a Facebook page for Williamsburg Parks and Recreation.

The next meeting is March 26, 2020 at 7:00 pm.

PERSONNEL COMMITTEE: No meeting

The next meeting is TBD.

PLANNING COMMITTEE:

Vice Mayor Wood discussed the request to rezone property on North Third. Mr. Tim Boffey came to Planning Commission to ask if 366 North Third could be rezoned to residential because it is currently zoned Industrial.

Vice Mayor Wood made the recommendation to approve the zone change from Industrial to Residential R-2. Councilman Herren second. All eyes by roll call. Motion carried.

Vice Mayor Wood reported Dan Weber of Heathfield Farms came to Planning Commission to ask if we could work together on the compost lot because it is a problem for his business. Vice Mayor Wood noted Mr. Weber purchased the property knowing that the Village owned the property with a compost lot. Administrator Ellerhorst has scheduled a meeting with Mr. Weber and staff on Thursday, March 12, 2020.

Vice Mayor Wood said the Committee reviewed and approved the permit for Solar Array project for 154 Zachary Drive.

Vice Mayor Wood discussed the new sketch provide to Planning Commission from Doug Gerrard.

Vice Mayor Wood reported Economic Development Committee recommended extending the Commercial Zoning District on State Route 133.

Vice Mayor Wood noted Planning Commission approved the 4H project for chickens at 132 Kermit Drive in 2020. JJ Heck asked for permission to raise chickens again this year for his 4H project.

Administrator Ellerhorst discussed the Annexation and request from Mr. Martin to split the cost of the sewer main from the manhole on Santa Barbara to his property next to the Wildcat Water tower on Old SR 32.

Mayor Lefker discussed the research she has found on rental property registrations.

The next meeting is scheduled for April 7, 2020 at 7:00 pm.

SAFETY COMMITTEE: No Meeting

The next meeting is TBD.

UTILITIES COMMITTEE:

Councilman Mercer discussed the utility adjustment for approved at the meeting.

Held March 11, 2020

Councilman Maham discussed sewer laterals and recommended including in all future project. The cost range is between \$3,500 - \$5,000.

Councilman Maham discussed the request from Kent Martin to split the cost of the sewer on the northside of State Route 32.

Councilman Maham made a motion not to run sewer to Martin project at partial expense to the Village. Vice-Mayor Wood second. All ayes. Councilman Collier, nay; Motion carried.

The next meeting is scheduled for March 26, 2020 at 6:00 p.m.

ECONOMIC DEVELOPMENT:

Mayor Lefker discuss changing the zoning to commercial for properties on SR 133.

Mayor Lefker reported meeting Chris Kritios from Mamma's Grill to discuss marketing/branding the area.

Mayor Lefker discussed the sewer expansion for the 5-acre property located next to the Wildcat Tower. The Committee approved taking the recommendation to split the sewer installation cost with the property owner

The next meeting is TBD.

TREE BOARD: No meeting

The next meeting is TBD.

FACILITIES AND EQUIPMENT: No meeting

The next meeting is TBD.

CLERK/TREASURER'S REPORT:

Clerk/Treasurer Mike Murray presented the February 2020 Financial Statements (agenda item 1).

Vice-Mayor Wood made a motion to accept the reports as presented. Councilman Herren second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray presented the February 2020 the SSI Utilities Receipts and UAN Receipts (agenda item 2).

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

Clerk/Treasurer Mike Murray presented the February 2020 Utility Funds Snapshot for general information (agenda item 3).

Clerk/Treasurer Mike Murray presented the February 2020 Income Tax receipts report (agenda item 4).

Councilman Herren made a motion to accept the report as presented. Councilman Percy second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second time Resolution 858-20 Authorize to Amend Resolution 829-19 Monthly Transfer of Funds Water Operation to Water Capital. (agenda item 5).

Clerk/Treasurer Mike Murray read for the first time Resolution 859-20 Authorize Clerk/Treasurer to Remove Certain Funds. (agenda item 6).

Clerk/Treasurer Mike Murray read for the first time Resolution 861-20 Authorize Clerk/Treasurer to Certify a Delinquent Utility Bill. (agenda item 7)

Vice-Mayor Wood made a motion to suspend the rules Resolution 861-20 Authorize Clerk/Treasurer to Certify a Delinquent Utility Bill. Councilman Herren second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 861-20 Authorize Clerk/Treasurer to Certify a Delinquent Utility Bill.

Held

March 11, 2020

Councilman Herren made a motion to approve Resolution 861-20 Authorize Clerk/Treasurer to Certify a Delinquent Utility Bill. Vice-Mayor Wood second. All ayes by roll call. Motion carried. (agenda item 7).

Clerk/Treasurer Mike Murray read for the first time Resolution 862-20 Authorize Village Administrator to apply for Nature Works Grant. (agenda item 8)

Councilman Mercer made a motion to suspend the rules Resolution 862-20 Authorize Village Administrator to apply for Nature Works Grant. Councilman Percy second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 862-20 Authorize Village Administrator to apply for Nature Works Grant.

Councilman Mercer made a motion to approve Resolution 862-20 Authorize Village Administrator to apply for Nature Works Grant. Vice-Mayor Wood second. All ayes by roll call. Motion carried. (agenda item 8)

Clerk/Treasurer Mike Murray read for the first time Resolution 863-20 Authorize the Village Administrator to prepare and submit an application to Clermont County Park District for the 2020 Community Parks Improvement Grant Program. (agenda item 9)

Councilman Percy made a motion to suspend the rules Resolution 863-20 Authorize the Village Administrator to prepare and submit an application to Clermont County Park District for the 2020 Community Parks Improvement Grant Program. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 863-20 Authorize the Village Administrator to prepare and submit an application to Clermont County Park District for the 2020 Community Parks Improvement Grant Program.

Councilman Percy made a motion to approve Resolution 863-20 Authorize the Village Administrator to prepare and submit an application to Clermont County Park District for the 2020 Community Parks Improvement Grant Program. Vice-Mayor Wood second. All ayes by roll call. Motion carried. (agenda item 9)

Clerk/Treasurer Mike Murray read for the first time Ordinance 1157-20 Adopting 2020 Permanent Appropriations Declaring Emergency Rev3. (agenda item 10)

Councilman Herren made a motion to suspend the rules Ordinance 1157-20 Adopting 2020 Permanent Appropriations Declaring Emergency Rev3. Vice-Mayor Wood second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third Ordinance 1157-20 Adopting 2020 Permanent Appropriations Declaring Emergency Rev3.

Vice-Mayor Wood made a motion to approve Ordinance 1157-20 Adopting 2020 Permanent Appropriations Declaring Emergency Rev3. Councilman Herren second. All ayes by roll call. Motion carried. (agenda item 10).

Clerk/Treasurer Mike Murray read for the third time Ordinance 1161-20 establishing the salary of the Clerk/Treasurer. (agenda item 11).

Councilman Maham made a motion to approve Ordinance 1161-20 establishing the salary of the Clerk/Treasurer. Vice-Mayor Wood second. All ayes by roll call. Motion carried. (agenda item 11).

Clerk/Treasurer Mike Murray read for the first time Ordinance 1162-20 Stating Services to be Provided to Annexed Territory. (agenda item 12).

Councilman Herren made a motion to suspend the rules Ordinance 1162-20 Stating Services to be Provided to Annexed Territory. Councilman Maham second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1162-20 Stating Services to be Provided to Annexed Territory.

Held

March 11, 2020

Councilman Mercer made a motion to approve Ordinance 1162-20 Stating Services to be Provided to Annexed Territory. Councilman Maham second. All ayes by roll call. Motion carried. (agenda item 12).

New Business

The Village received a letter from Brown County Rural Water Association about rate increases. Vice Mayor Wood noted the Brown County Rural Water Association is focusing on consumer sales not bulk water sales. Administrator Ellerhorst will contact Dan Sarbach about the contract rate long term.

APPROVAL OF BILLS:

Vice-Mayor Wood made motion to approve the bills presented Warrants 27782 – 27832 and EFT's 98-2020 thru 160-2020 be paid. Councilman Herren second. All ayes by roll call. Motion carried.

ADJOURNMENT:

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


Mary Ann Lefker - Mayor


Michael Murray - Clerk/Treasurer

May 14, 2020
Date Passed