

Held May 14, 2020

The regular meeting of the Williamsburg Village Council was held on Thursday, May 14, 2020 at 5:30 p.m. at the Village of Williamsburg Park -150 East Main Street, Williamsburg, Clermont County, Ohio.  
**MEMBERS PRESENT: MAYOR:** Mary Ann Lefker, **Vice-Mayor:** Tim Wood **COUNCIL MEMBERS:** Randy Mercer, Mark Herren, Steve Maham and Anthony Percy **SOLICITOR:** Mike Minniear **CLERK/TREASURER:** Michael Murray, **POLICE:** Chief Michael Gregory, **ADMINISTRATOR:** Susan Ellerhorst,

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

AUDIENCE STATEMENTS:

MAYOR’S REPORT:

Mayor Lefker provided the Mayors Court Fines and Costs Report for March and April 2020.  
Councilman Maham made a motion to approve the March and April 2020 Mayors Court Fines and Costs Report. Councilman Mercer second. All ayes by roll call. Motion carried.  
Mayor Lefker reported the closing of the Fisher property, the Village now owns the Building. Estimate to demo the building is \$21,700 from Fiscus Excavating. No action at this time.  
Council members asked for additional quotes for the demolition of the building.  
Mayor Lefker discussed the Village Office Lobby still closed. Council members gave approval to Administrator Susan Ellerhorst to proceed with opening the office June 1, 2020.  
Mayor Lefker noted Mike Minniear will not be at the meeting tonight due to a recent stay in the hospital.  
Mayor Lefker noted the health department approved yard sales with guidelines for the COVID-19. The Village will begin approving permits to residents for yard sales.  
Mayor Lefker discussed the pine trees near the American Legion. Council approved by consensus for the trimming of the trees and/or to cut and remove in necessary later. Administrator Ellerhorst will contact the American Legion to clarify if the legion wants the trees trimmed or removed.  
Mayor Lefker noted there will be two Mayor’s Courts in June. Social distancing will be observed on June 16<sup>th</sup> and June 30<sup>th</sup> for court.  
Mayor Lefker noted the Village can apply for any expenses related to the COVID-19 through the CARES ACT.

SOLICITOR’S REPORT:

FIRE REPORT:

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

POLICE REPORT:

Police Chief submitted a report on the Village calls, citations and runs for March and April. The new Police K9 vehicle is in operation.  
Police Chief Gregory noted the numbers are down due to the COVID-19 crisis.  
Police Chief Gregory reported the new Tahoe has arrived for the K-9 unit.  
Councilman Herren asked Chief Gregory to have Office Neumeier to provide a report on Zoning issues.  
Councilman Herren asked Chief Gregory to have Officer Neumeier to come to the Planning Commission meetings.  
Councilman Herren discussed code enforcement issues in the Village. Councilman Herren discussed coded enforcement letters and citing repeat offenders to court.

ADMINISTRATOR’S REPORT:

Administrator Ellerhorst discussed the email from Nicole Troxell, owner of 403 Main St., 120 N Second St. and 154 S Front. Ms. Troxell requested waiver of the late fees during the pandemic for her rental properties. Council discussed and decided not to waive the late fees.



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Administrator Ellerhorst reported the South Third St. emergency sewer main replacement due to collapse. On April 27, 2020 the Village received a call about a sewer back up at 270 South Third. The Public Works Department responded and jetted the sewer line without success. Manholes lids were pulled to see where the issues were in the line. Clermont County Sewer Department came to unclog the blockage and camera the sewer main. There were several areas that had collapsed in the 8-inch clay pipe. The emergency project included replacing 240 feet of sewer main at \$48,000.

Administrator Ellerhorst reported the contractor for the Gay Street Phase I project is installing the 12-inch sewer pipe at the Second St. intersection. They are being held up by Duke Energy because there is an old gas main in the way.

Administrator Ellerhorst reported the hydrant flushing has been moved to the week of June 8<sup>th</sup>.

Councilman Maham reported the contractor damage the tree at the corner of Second St.

Councilman Maham discussed sewer lateral assessments and the need to have Mike Minniear at the next Utilities Meeting.

Councilman Mercer requested the percent increase in the water usage be brought to the next meeting.

Mayor Lefker noted Croswell will be providing lunch to the seniors on May 20<sup>th</sup>. Mayor Lefker asked if any Councilmember would like to contribute anything to the event.

Councilman Herren noted Village Council should be able to meet in person under the general office guideline from the Ohio Department of Health.

PARK COMMITTEE: No Meeting

The next meeting is TBD.

PERSONNEL COMMITTEE: No Meeting

The next meeting is TBD.

PLANNING COMMITTEE: No Meeting

The next meeting is scheduled for June 2, 2020 at 7:00 pm.

SAFETY COMMITTEE: No Meeting

The next meeting is TBD.

UTILITIES COMMITTEE: No Meeting

The next meeting is TBD.

ECONOMIC DEVELOPMENT: No Meeting

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 March and April 2020 Financial Statements (agenda item 1).

Councilman Mercer 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 March and April 2020 Utility Funds Snapshot for general information (agenda item 2).

# RECORD OF PROCEEDINGS

343

Minutes of

Village of Williamsburg Regular Council Meeting

Meeting

BARRETT BROTHERS

Form 6101

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Clerk/Treasurer Mike Murray presented the April 2020 Income Tax receipts report (agenda item 3).

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

Clerk/Treasurer Mike Murray read for the third time Resolution 858-20 Authorize to Amend Resolution 829-19 Monthly Transfer of Funds Water Operation to Water Capital. (agenda item 4).

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

Clerk/Treasurer Mike Murray read for the second time Resolution 859-20 Authorize Clerk/Treasurer to Remove Certain Funds. (agenda item 5).

Clerk/Treasurer Mike Murray read for the first time Ordinance 1164-20 Authorize increase to Waste Collection. (agenda item 6).

## NEW BUSINESS

### APPROVAL OF MINUTES:

Councilman Herren made a motion to approve the March 11, 2020 regular meeting minutes. Vice-Mayor Wood Percy second. All ayes by roll call. Motion carried.

Councilman Mercer made a motion to approve the March 19, 2020 Special Meeting Minutes. Councilman Maham second. All ayes by roll call. Motion carried.

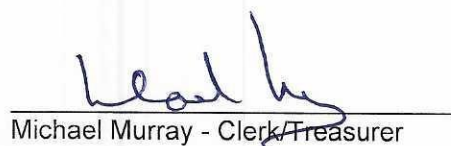
### APPROVAL OF BILLS:

Councilman Herren made motion to approve the bills presented Warrants 27833 – 27935 and EFT's 161-2020 thru 309-2020 be paid. Councilman Mercer 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 Lefken - Mayor

  
Michael Murray - Clerk/Treasurer

June 11, 2020  
Date Passed