

Held _____

March 11, 2021

The regular meeting of the Williamsburg Village Council was held on Thursday, March 11, 2021 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:** Anthony Percy and Steve Maham, Electronically: Gary Collier and Mark Herren **SOLICITOR:** Michael Minniear; **POLICE:** Chief Michael Gregory, **ADMINISTRATOR:** Susan Ellerhorst, **PUBLIC WORKS:** Kyle Cribbet and Bryan Bachtel. **AUDIENCE:** Richard Barndollar and Tammy Brooks.

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

Councilman Percy made motion to excuse Councilman Randy Mercer. Council Maham second. All ayes by roll call. Motion carried.

Williams Point Apartments Property Manager Tammy Brooks explained that she submitted a permit for a zoning variance for leasing banner/flag signs at 411 E Main Street. Ms. Brooks noted a temporary sign permit was approved for the flag signs for 14 days two times a year. Ms. Brooks reported they have used the temporary signs which helped with foot traffic during the permitted time. Ms. Brooks stated that without approval of additional time for the temporary signs their advertising ability will be impeded.

Administrator Ellerhorst reported a Board of Zoning Appeals met on February 25, 2021 at 5:30 p.m. to review request for permanent signs at 411 E Main Street. The Board of Zoning Appeals members discussed the signs, location, and frequency of changing the sign out for aesthetics. The Board of Zoning Appeals approved the variance for flag signs. Administrator Ellerhorst noted Council would be making the final decision on the variance request. Councilmembers discussed their concerns about the temporary signs.

Vice Mayor Wood recommended Ms. Brooks bring a new plan for permanent signs back to Planning Commission.

Councilman Herren made a motion to deny the request based on the unanimous recommendation from Planning Commission and on our historical stance on this type of sign. Vice Mayor Wood second. All ayes by roll call. Motion carried.

APPROVAL OF MINUTES:

Councilman Percy made a motion to approve the February 11, 2021 regular meeting minutes. Vice-Mayor Wood second. All ayes by roll call. Motion carried.

Vice-Mayor Wood made a motion to approve the February 23, 2021 regular meeting minutes. Councilman Percy second. All ayes by roll call. Motion carried.

MAYOR'S REPORT:

Mayor Lefker provided the Mayors Court Fines and Costs Report for February 2021.

Vice Mayor Wood made a motion to approve Mayors Court and Costs Report for February 2021. Councilman Maham second. All ayes by roll call. Motion carried.

Mayor Lefker reported Clermont County Soil and Water District has recognized the Village of Williamsburg as Collaborator of the Year for 2020.

Mayor Lefker reported the brewery sold to Paradise Brewery and a sandwich shop will be opening in the old subway location.

Mayor Lefker noted there will be a Local Government Funds webinar on March 29th.

Mayor Lefker reported the Clermont County Health Department noted the COVID numbers are looking better and Fitzgerald has 300 people on the waiting list for the COVID vaccine.

SOLICITOR'S REPORT:

No report

POLICE REPORT:

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

FIRE REPORT:

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

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PUBLIC WORKS

Vice Mayor Wood asked Public Works Superintendent Kyle Cribbet several questions about the operations in the water system. Vice-Mayor Wood asked who he works with in the Administration.

ADMINISTRATOR'S REPORT:

Administrator Ellerhorst reported the Village received eight bids for the Gay Street Phase II project on February 25th at 11:00 a.m. Reference checks were completed on the low bidder from other communities with similar projects. Administrator Ellerhorst recommends awarding the contract to Welsh Excavation Inc.

Councilman Maham made a motion to award the contract to Welsh Excavation Inc. Councilman Percy second. All ayes by roll call. Motion carried.

Administrator Ellerhorst reported the Pre-bid Meeting is scheduled for 10:00 a.m. on March 23, 2021. The project has been moved back one week. The SR 133 Pump Station Sewer Project will be in the Clermont Sun on March 11 and March 18, 2021. The Bid Opening is scheduled for April 1, 2021 at 2:00 p.m.

Administrator Ellerhorst informed Council that Bryan Bachtel and I participated in a site visit with the engineer for the S Broadway and S Fourth Street Sidewalk Project sidewalk project. The project will go out for bid in the Clermont Sun on May 13th and May 20th with bid opening on May 27th. The project is anticipated to be awarded on June 10, 2021. will be rescheduled due to the weather.

Administrator Ellerhorst reported the adopted resolutions for the Electric and Natural Gas Aggregation Plans of Operation for the have been submitted to Energy Alliance. All the paperwork will be submitted to the Public Utilities Commission of Ohio for approval. Opt-out letters will be sent to residents and businesses with additional information about the program in April through May. The programs will begin in June 2021.

Administrator Ellerhorst reported the office copier contract will be ending in 6 months. Staff has met with our current vendor and discussed options and requested cost estimates on a new copier. The information will be brought to Facilities and Equipment Committee for review.

Administrator Ellerhorst discussed the cost estimate to repair the Bulk Water station is \$1,550.

Vice Mayor Wood made a motion to approve the cost estimate of \$1,550 to fix the Bulk Water station. Councilman Maham second. All ayes by roll call. Motion carried.

Vice Mayor Wood requested getting the Council packets earlier ahead of schedule.

PARK COMMITTEE: No Meeting

Councilman Percy reported the Committee met and approved version 2 of the playground equipment and Administrator Ellerhorst will apply for a Nature Works grant for the playground equipment.

Councilman Percy reported the Committee reviewed the proposed redesign for the park entrance. Councilman Maham stated funds for the curb could be used from the money budgeted for curbs.

Administrator Ellerhorst met with Sign Graphics to review park sign options this morning. Mr. Conover will be providing sign proposals to be reviewed at the next Parks and Recreation Committee meeting.

The next meeting is scheduled for 7:00 p.m. March 25, 2021.

PERSONNEL COMMITTEE:

Mayor Lefker noted a Congratulations to Spencer Capps on passing his certification for his Water license. The recommendation from Personnel Commission is to provide a salary increase of \$1.00/ hour.

Vice Mayor Wood made a motion to approve the \$1.00 per hour increase for Spencer Capps for passing his certification for his water license. Councilman Percy second. All ayes. Motion carried.

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Mayor Lefker discussed the recommendation from Personnel Commission for the renewal of Anthem Health Insurance – Anthem Blue Access SOCA MEWA PPO.

Councilman Maham made a motion to approve the Anthem Blue Access SOCA MEWA PPO health insurance plan for the Village employees. Vice Mayor Wood second. All ayes. Motion carried.

The next meeting is TBD.

PLANNING COMMITTEE:

Vice Mayor Wood discussed Planning Commission decision on the feather banners/flags in the Village. Planning Commission's recommendation to the Board of Zoning Appeals was to deny the flags.

Vice Mayor Wood reported the Commission approved the lot consolidation on Zachary Drive to bring to Council.

Vice Mayor Wood made a motion to approve the lot consolidation of 164 and 166 Zachary Drive. Councilman Maham second. All ayes. Motion carried.

Vice Mayor Wood reported Planning Commission is looking to update some items in the zoning rules.

The next meeting is scheduled for 7:00 p.m. on April 6, 2021.

SAFETY COMMITTEE: No Meeting

The next meeting is TBD.

UTILITIES COMMITTEE:

Councilman Maham reported the Committee discussed water situation and the request from Brown County Water to purchase the Village system. The agreement was so vague.

Councilman Maham made a motion to not approve the Brown County Water Agreement. Councilman Collier second. Roll call: Councilman Maham – yes, Councilman Collier – yes, Councilman Percy – yes, Vice Mayor Wood – No, Councilman Herren – No. Motion carried.

The next meeting is scheduled for 6:00 p.m. on March 25, 2021.

ECONOMIC DEVELOPMENT:

The next meeting is TBD.

TREE BOARD: No Meeting

The next meeting is TBD.

FACILITIES AND EQUIPMENT: No Meeting

The next meeting is March 15, 2021.

CLERK/TREASURER'S REPORT:

Administrator Ellerhorst presented the February 2021 Financial Statements (agenda item 1).

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

Administrator Ellerhorst presented the February 2021 the SSI Utilities Receipts and UAN Receipts (agenda item 2).

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

Administrator Ellerhorst presented the February 2021 Utility Funds Snapshot for general information (agenda item 3).

Administrator Ellerhorst presented the February 2021 Income Tax receipts report (agenda item 4).

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

Administrator Ellerhorst read for the third time Resolution 878-21 Authorize to establish a Capital and Debit Fund number for the North Side of 32 Sewer Project. (agenda item 5).

Vice Mayor Wood made a motion to approve Resolution 878-21 Authorize to establish a Capital and Debit Fund number for the North Side of 32 Sewer Project. Councilman Percy second. All ayes by roll call. Motion carried.

Administrator Ellerhorst read for the second time Resolution 883-21 Authorization to Adopt All-Hazard Mitigation Plan (agenda item 6).

Administrator Ellerhorst read for the first time Resolution 887-21 Authorizing Mayor/Clerk to enter into an agreement with Peoples Bank. (agenda item 7).

Mayor Lefker discussed the bank agreement. Council Members discussed the bank account agreement.

Mayor Lefker scheduled a Special Council Meeting for Resolution 887-21 for March 15, 2021 at 5:30 p.m.

Administrator Ellerhorst read for the first time Resolution 888-21 Certify Delinquent Utility Bill. (agenda item 8).

Vice Mayor Wood made a motion to suspend the rules on Resolution 888-21 Certify Delinquent Utility Bill. Councilman Maham second. All ayes by roll call. Motion carried.

Administrator Ellerhorst read for the second and third time Resolution 888-21 Certify Delinquent Utility Bill.

Vice-Mayor Wood made a motion to approve Resolution 888-21 Certify Delinquent Utility Bill. Councilman Maham second. All ayes by roll call. Motion carried. (agenda item 8).

Administrator Ellerhorst read for the first time Resolution 889-21 Authorizing Admin to apply for Nature Works Grant. (agenda item 9).

Administrator Ellerhorst read for the third time Ordinance 1175-21 approve to Dedicate All Star Drive. (agenda 10).

Councilman Maham made a motion to approve Ordinance 1175-21 approve to Dedicate All Star Drive. Vice-Mayor Wood second. All ayes by roll call. Motion carried. (agenda item 10).

Vice Mayor Wood made a motion to take the \$5,000 of the Brown County Water line item out of the appropriations. Councilman Herren second. Vice Mayor Wood – Yes, Councilman Herren – Yes, Councilman Percy – Yes, Councilman Maham – Yes, Councilman Collier – No. Motion carried.

Administrator Ellerhorst read for the third time Ordinance 1176-21 Adopting the 2021 Permanent Appropriations. (agenda 11).

Councilman Percy made a motion to approve Ordinance 1176-21 Adopting the 2021 Permanent Appropriations. Vice-Mayor Wood second. All ayes by roll call. Motion carried. (agenda item 11).

Administrator Ellerhorst read for the second time Ordinance 1178-21 Annexation Scott property. (agenda 12).

Administrator Ellerhorst read for the first time Ordinance 1180-21 Establish a Penalty Fee for the Rental Registration Program. (agenda 13).

APPROVAL OF BILLS:

Vice Mayor Wood made motion to approve the bills presented Warrants 28403–28450 and EFT's 035-2021 thru 099-2021 be paid. Councilman Maham second. All ayes by roll call. Motion carried.

OLD BUSINESS

RECORD OF PROCEEDINGS

Minutes of _____

Village of Williamsburg Regular Council Meeting

Meeting

BARRETT BROTHERS

Form 6101

Held _____

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NEW BUSINESS

Councilman Maham made a motion to go into executive session for real estate at 6:45 p.m. Councilman Percy second. All ayes Motion carried.


Council came out of executive session at 7:10 p.m.

Vice Mayor Wood made a motion to transfer the Sunoco Property into the CIC and get an appraisal. Councilman Maham second. All ayes. Motion carried.


Mayor Lefker discussed moving froward with the TIF attorney. Hearing no objections Mayor Lefker will get with Mr. Spoor.

ADJOURNMENT:

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



Mary Ann Lefker - Mayor



Michael Murray - Clerk/Treasurer

April 8, 2021
Date Passed