

RECORD OF PROCEEDINGS

Held March 8, 2023

The regular meeting of the Williamsburg Village Council was held on Wednesday, March 8, 2023, 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:** Steve Maham; **COUNCIL MEMBERS:** Randy Mercer, Mark Herren, Tim Wood and George Seip **SOLICITOR:** Christopher Moore **POLICE:** Chief Maggie Timmers, **FIRE MARSHALL:** Jason McCarthy **ADMINISTRATOR:** Andrew Gephardt **CLERK/TREASURER:** Mike Murray; **PUBLIC WORKS:** Kyle Cribbet

**AUDIENCE:**

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

AUDIENCE: Dan Peters from Energy Alliances spoke about the new aggregate rates proposed for the new contract and the reason for the increases from the previous years They hope to keep the price under .07/KWh as the Duke price is closer to .10/KWh

APPROVAL OF MINUTES

- Councilman Randy Mercer made motion to approve regular council minutes from February 9<sup>th</sup> meeting. Vice Mayor Steve Maham seconded, all yea roll call.
- Councilman George Seip made a motion to approve special meeting minutes from February 13<sup>th</sup> meeting. Councilman Mercer seconded, all yea roll call.
- Councilman Maham made a motion to approve special meeting minutes from February 16<sup>th</sup>. Councilman Seip seconded, all yea by roll call.

MAYOR’S REPORT:

- Mayor Lefker provided the Mayors Court Fines and Costs Report for February 2023.

Councilman Tim Wood made a motion to approve Mayors Court and Costs Report for February 2023. Councilman Mercer second. All yea by roll call. Motion carried.
- Mayor Lefker reported Dualite donated \$2,000 to the Police Department.
- Mayor Lefker recommended Maggie Timmers be appointed to the position of Chief of Police. Councilman Wood made a motion to approve the appointment, Councilman Herren seconded all yea by roll call.
- Mayor Lefker swore in newly appointed Chief Maggie Timmers.
- Mayor Lefker thanked Chief Mike Gregory for his many years of service to the Village of Williamsburg.
- Mayor Lefker made the following recommendations for appointment: Michael Dearing K9 Officer at the rate of \$22 per hour, Eric Hamiel Police Officer at the rate of \$22 per hour and Roger Reynolds part time Police Officer at the rate of \$20 per hour. Councilman Wood made the motion to approve the appointment, Councilman Maham seconded, all yea by roll call.
- Councilman Mercer made a motion that Mike Gregory be allowed to keep his firearm. Councilman Herren seconded, all yea by roll call.
- Councilman Mercer made a motion to pay Cory Herren \$1500 for the equipment owned by him that was in the backup K9 unit. Councilman Maham seconded, all yea by roll call.

SOLICITOR:

- Solicitor Moore reported the dangerous situation has been eliminated at 251 Front St as the external walls of the building have been taken down and no longer pose a threat to Front Street nor the railroad.
- Solicitor presented Ordinance 1213-23 for Councils review and discussion relating to various street vacations near the Dualite property.
- Solicitor stated that he would prepare all the necessary documents to place the renewal of the police levy on the ballot in November of 2023.

POLICE REPORT:

Police Chief Maggie Timmers presented Council with a copy of the February 2023 Report.

- Chief Timmers estimated that it will take 6 months to bring K9 unit to full operation.

FIRE REPORT:

Fire Marshall Jason McCarthy presented report.

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- It was reported that the Moore Street emergency siren was not working. Follow up to occur.

PUBLIC WORKS: Nothing to report

ADMINISTRATOR REPORT:

- 251 Front St. There are monies available through REDI Cincinnati for the continued demolition and removal of the structure. However, there must be a plan for a new structure with one tenant occupying 30%. Administrator Gephardt will investigate feasibility and other options for funding the demolition.
- Light Pole relocation- The light pole at the old park driveway entrance will be relocated to the new driveway.
- Crosswalk project – ODOT has confirmed the timeline will probably be early June for the installation of the new crosswalks along Main St. and Fifth St.
- Trey Malcum-Water Department- Administrator Gephardt would like to officially bring Mr. Malcum off probation as he has been with the village since last July. Councilman Mercer made motion to take Trey Marcum off probation. Councilman Wood 2<sup>nd</sup>. All yea by roll call. Motion carried.
- James Allen- Administrator Gephardt would like to hire James Allen through Express Services for the position of Street Dept. supervisor. We will evaluate after a few weeks for hire for the village. Councilman Mercer made the motion to hire James Allen through Express Services. Councilman Herren 2<sup>nd</sup>. All yea by roll call. Motion carried.
- Phone stipend- Administrator Gephardt asked about a phone stipend for use of personal phone for village business. Solicitor Moore indicated he is ok with that as long as an agreement is signed indicating that public records could be requested from stored information on the phone.

PARKS COMMITTEE: Did not meet. Next meeting TBD

PERSONNEL COMMITTEE: Did not meet. Next meeting TBD.

Councilman Gary Collier entered the meeting at 6:30

PLANNING COMMITTEE:

- Councilman Wood indicated there was a public hearing for a conditional use permit to open a smoke shop at Hilltop Gas station. Planning commission decided to table a vote as he would like some more input from council members on the feasibility of such a shop in the village. Councilman Herren was not sure if a smoke shop might keep other developments away. Council decided to hold a future special meeting to discuss the merits of such a shop and vaping in the village in general. Next meeting is TBD.

SAFETY COMMITTEE:

Did not meet. Next meeting TBD

UTILITIES COMMITTEE:

Did not meet. Next meeting is 3/23/23.

FINANCE COMMITTEE:

Did not meet. Next meeting is TBD.

FACILITIES AND EQUIPMENT:

Did not meet. Next meeting is TBD.

ECONOMIC DEVELOPMENT:

Did not meet. The next meeting is TBD.

TREE BOARD:

- The board did meet on April 3. The Village is planning the Elementary school Arbor Day event currently scheduled for 4/28/23. They discussed the costs of the trees to be purchased for the students. It was determined that a tulip poplar would be the best option with a cost of \$660. Next meeting is TBD.

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CLERK/TREASURER’S REPORT:

Clerk/Treasurer presented the February 2023 Financial Statements (agenda item 1).

Councilman Wood made a motion to accept the reports as presented. Councilman George Seip second. All yea by roll call. Motion carried.

Clerk/Treasurer presented the February 2023 Utility Funds Snapshot for general information. (agenda item 2).

Clerk/Treasurer presented the Period 2-1<sup>st</sup> Half 2023 Income Tax receipts report (agenda item 3).

Councilman Mercer made motion to accept the report as presented. Councilman Maham second. All yea by roll call. Motion carried. (Agenda item 3).

Clerk/Treasurer read for the third time Ordinance 1211-23 Adopting 2023 Permanent Appropriations. (Agenda item 4).

Councilman Collier made motion to approve. Councilman Mercer second. Roll call vote - Collier yea, Mercer yea, Seip yea, Maham yea, Wood no, Herren no. Motion carried. (Agenda item 4).

Clerk/Treasurer read for the first time Resolution 937-23 authorizing the Village Administrator to prepare and submit an application to Clermont County Park District for the 2023 Community Parks Improvement Grant program . Clerk/Treasurer ask to suspend Rules on this resolution. (Agenda item 5).

Councilman Collier made a motion to suspend the rules on time for Resolution 937-23 authorizing the Village Administrator to prepare and submit an application to Clermont County Park District for the 2023 Community Parks Improvement Grant program. Councilman Maham second. Roll call vote - Collier yea, Maham yea, Seip yea, Mercer yea, Herren no, Wood no. Motion failed.

Mayor Lefker called special meetings for the purpose of reading Resolution 937-23, Monday March 20<sup>th</sup> 2023 @ 5:30pm and Tuesday March 21<sup>st</sup> 2023 @ 5:30pm.

APPROVAL OF BILLS:

Councilman Wood made motion to approve the bills presented Warrants 2022 Warrants 29672–296715 and 2023 Warrants 29743– 29790. EFTs 026-20223 thru 089-2023 be paid. Councilman Mercer second. All yea by roll call. Motion carried.

OLD BUSINESS:

- None

NEW BUSINESS

- Councilman Seip asked for the status of the burned out home on East Main St. The house has been foreclosed on and village is now communicating with a third party in charge of remediation.
- Mayor Lefker reported that there would be a food truck on 5<sup>th</sup> street on the commercial property owned by the Fisher family. A change of use permit was submitted to the village.

ADJOURNMENT:

Councilman Wood moved to adjourn the meeting. Councilman Herren second. All yea by roll call. Motion carried.

Mary Ann Lefker  
Mary Ann Lefker - Mayor

Michael Murray  
Michael Murray - Clerk/Treasurer

April 13, 2023  
Date Approved