

RECORD OF PROCEEDINGS

Village of Williamsburg Regular Council Meeting

Minutes of

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held

June 8, 2023

The regular meeting of the Williamsburg Village Council was held on Thursday June 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, Gary Collier, Tim Wood, Mark Herren and George Seip **SOLICITOR:** Chris Moore **POLICE:** Chief Maggie Timmers, **FIRE MARSHALL:** Jason McCarthy **ADMINISTRATOR:** Andrew Gephardt **CLERK/TREASURER:** Mike Murray; **PUBLIC WORKS:** Kyle Cribbet

**AUDIENCE:** Charlie Maklem, Sharon Chambers. Dr. and Mrs. King entered the meeting at 7pm.

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

Mayor Lefker requested a moment of silence for the passing of Dexter Bastin, long time Village Solicitor.

AUDIENCE: Charlie Maklem brought up the WJAA parking on Santa Barbera causing an issue for the residents there. Charlie also asked how to make a records request regarding a letter to residents about the parking on Santa Barbara from approximately 2019. He was given the information on how to proceed with a records request by council. Village Administrator Gephardt stated that he would provide any correspondence pertaining to Santa Barbara parking to Charlie Maklem.

APPROVAL OF MINUTES

- Councilman George Seip made a motion to approve regular council minutes from May 11<sup>th</sup> meeting. Vice Mayor Steve Maham second. Roll call vote Councilman George Seip Yea, Vice Mayor Steve Maham Yea, Councilman Tim Wood No, Mark Herren Abstain, Councilman Gary Collier Yea, Councilman Randy Mercer Yea. Motion Carried.

MAYOR'S REPORT:

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

- Councilman Mercer made a motion to approve Mayors Court and Costs Report for May 2023. Councilman Steve Maham second. All yea by roll call. Motion carried.
- Mayor Lefker presented the request for a contracted temporary Court Clerk to be paid at \$19.00 per hour until the permanent replacement can be found. Councilman Seip made a motion to approve. Vice Mayor Maham seconded. All Yea by roll call. Motion carried.
- The Farmer's Market is pleased with the turnout that they have had this year so far.
- The American Legion will be removing all the banners on Main Street. They did not have a timeline at this time.
- The Guild (127 W Main) made a request regarding the parking issues that they are having. Council agreed to install 2-hour parking limits at 2 locations. One in front of the 127 W Main St and one in front of 145 W. Main St.

SOLICITOR:

- Report about 911 calls from mentally challenged individual.

POLICE REPORT:

- Police Chief Maggie Timmers presented Council with a copy of the May 2023 report.
- Chief Timmers presented a request for new tasers and firearms for the Police Department. The Tasers will be 10,000 annually and the new firearms will be \$3898.64. Councilman Wood made a motion to approve. Councilman Mercer seconded. All Yea by roll call.
- Chief Timmers made the recommendation to hire Mike Myers as a part time officer for the Village at \$20.00 per hour. Councilman Herren made a motion to approve. Councilman Mercer seconded. All Yea by roll call.
- Chief Timmers made the recommendation to promote Officer Neumeier to Sergeant effective 6/18/2023 at \$27.00 per hour. Councilman Herren made a motion to approve. Councilman Seip seconded. All Yea by roll call.

FIRE REPORT:

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- Chief McCarthy presented the report for May.

PUBLIC WORKS:

- Kyle Cribbet stated that the 32 Water Line project is now complete with a walk through still scheduled.

ADMINISTRATOR REPORT:

- 446 E. Main – Administrator Gephardt indicated he has been in contact with the landowner’s attorney regarding the condition of the property. Council can decide how to pursue demolition or remediation of the property as we move forward.
- Natureworks- Administrator Gephardt has applied for a \$24,000 grant from Natureworks to help pay for the Pickleball court and parking lot in the Community Park.
- Crosswalk Project- The installation of the new crosswalks is scheduled for June 13<sup>th</sup>.
- Mayor’s Court Clerk position- The job is still open and there have been very few applicants.
- Village audit continues but should be completed in the next couple of weeks.

PARKS COMMITTEE:

- The Parks Committee presented the need for new launch pads for the disc golf course. There will be a donation of \$2000 from Maham Funeral Home. To complete the project an additional \$2000 in matching funds would be needed from the village. Vice Mayor Maham made a motion to approve the additional \$2000 expense for the launch pads. Councilman Seip seconded. Roll call vote Vice Mayor Maham Yea, Councilman Seip Yea, Councilman Wood No, Councilman Herren No, Councilman Collier Yea, Councilman Mercer Yea. Motion carried.

PERSONNEL COMMITTEE: Did not meet. Next meeting TBD.

PLANNING COMMITTEE: Did not meet. Next meeting is 7/11/23 at 7pm.

SAFETY COMMITTEE:  
Did not meet. Next meeting TBD

UTILITIES COMMITTEE:  
The committee met 06/22/23. Chairperson Maham indicated adjustments requests were recommended. Next meeting is TBD.

FINANCE COMMITTEE:  
The committee met 6/21/23. Chairperson Murray went over the 2024 tax budget with the committee members with the members making their recommendations for presentation to council 6/29/23. 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:  
Did not meet. The next meeting is TBD.

CLERK/TREASURER’S REPORT:

- Clerk/Treasurer presented the May 2023 Financial Statements (agenda item 1).
- Councilman Mercer made a motion to accept the reports as presented. Councilman Herren second. All yea by roll call. Motion carried.
- Clerk/Treasurer presented the April 2023 Utility Funds Snapshot for general information. (agenda item 2).
- Clerk/Treasurer presented the Period 3-1<sup>st</sup> Half 2023 Income Tax receipts report (agenda item 3).
- Vice Mayor Maham made motion to accept the report as presented. Councilman Collier second. All yea by roll call. Motion carried. (Agenda item 3).

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- 1<sup>st</sup> Reading of the Renewal of the Police Levy - Resolution 941-23. Clerk recommended suspending rules. Vice Mayor Maham made a motion to suspend the rules. Councilman Seip Seconded. All Yea by roll call vote. Motion carried.
- Clerk Treasurer read for the second and third time Resolution 941-23. Councilman Wood made a motion to approve. Vice Mayor Maham second. All Yea by roll call. Motion carried.
- Clerk Treasurer read 3<sup>rd</sup> reading Ordinance 1214-23 (Revision #2) to the Village's 2023 Permanent Appropriations. Councilman Seip made a motion to approve. Councilman Collier seconded. All yea by roll call vote. Motion carried.
- Clerk Treasurer read 1<sup>st</sup> reading ODOT – Let agreement Consent to Bridge Maintenance – Resolution 942-23
- Clerk Treasurer read 1<sup>st</sup> reading Increase for garbage collection rates – Ordinance 1215-23.
- Clerk Treasurer read 1<sup>st</sup> reading of the Redstone service annexation – Ordinance 1216-23.
- Clerk Treasurer read 1<sup>st</sup> reading of the Transfer of fund 2023 Budget – Resolution 943-23. Clerk recommended suspending the rules.
- Councilman Wood made a motion to suspend the rules. Councilman Herren seconded. All Yea by roll call vote. Motion carried.
- Clerk Treasurer read for the second and third time Resolution 943-23. Councilman Mercer made a motion to approve. Vice Mayor Maham seconded. All Yea by roll call vote. Motion carried.
- Clerk Treasurer read 1<sup>st</sup> reading of Revision #3 2023 Permanent Appropriations – Ordinance 1217-23. Clerk recommended suspending the rules. Councilman Wood made a motion to suspend the rules. Councilman Mercer seconded. All Yea by roll call vote. Motion carried.
- Clerk Treasurer read for the second and third time Ordinance 1217-23. Councilman Seip made a motion to approve. Councilman Collier seconded. All Yea by roll call vote. Motion carried.
- Clerk Treasurer read 1<sup>st</sup> reading of the Legislation for Train Derailment Resolution 944-23. Clerk recommended suspending the rules. Councilman Collier made a motion to suspend the rules. Councilman Mercer seconded. All Yea by roll call vote. Motion Carried.
- Clerk Treasurer read for the second and third time Resolution 944-23. Councilman Seip made a motion to approve. Councilman Wood seconded. All Yea by roll call vote. Motion carried.
- There will a special meeting on June 29, 2023 at 5:30 pm to discuss the 2024 Tax Budget.

APPROVAL OF BILLS:

Councilman Mercer made motion to approve the bills as presented 2023 Warrants 29926 – 29971. EFTs 274-2023 thru 338-2023 be paid. Councilman Collier second. All yea by roll call. Motion carried.

OLD BUSINESS:

- Councilman Wood directed Council attendance issues to Solicitor Chris Moore.
- Councilman Herren stated that he had communicated to the Mayor that he would not be attending the May 11<sup>th</sup>. Mayor Lefker stated that she had notified council that he would be not attending the May 11<sup>th</sup> meeting. Councilman Herren stated that he would like to be consulted on any discussion pertaining to his absence from council.

EXECUTIVE SESSION

- Solicitor Chris Moore recommended to Council that they go into Executive Session referencing ORC 121.22.
- Councilman Mercer made a motion to go into executive session. Vice Mayor Maham second. All yea. Executive Session began at 7:35. Council came out of Executive Session at 7:55.

NEW BUSINESS

- Councilman Mercer made a statement in regard to the grass at the Dollar General. Councilman Herren also commented on the grass on Zachary and Kelly. Administrator Gephardt will follow up on those.
- Pothole on Kelly Dr. Kyle Cribbet will follow up on the issue.

ADJOURNMENT:

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

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Mary Ann Lefker - Mayor

  
Michael Murray - Clerk/Treasurer

July 13, 2023  
Date Approved