

RECORD OF PROCEEDINGS

Village of Williamsburg Regular Council Meeting

Minutes of _____

Meeting _____

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held _____ *July 13, 2023*

The regular meeting of the Williamsburg Village Council was held on Thursday July 13, 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, Mark Heren, Tim Wood, and George Seip **SOLICITOR:** Absent **POLICE:** Chief Maggie Timmers and Sergeant Charles Neumeier, **FIRE MARSHALL:** Jason McCarthy **ADMINISTRATOR:** Andrew Gephardt **CLERK/TREASURER:** Mike Murray; **PUBLIC WORKS:** Kyle Cribbet

AUDIENCE: Josh Clifton, Jacob Simpson, Rachel Chase, Clyde Arnold, Sharon Chambers, Steve Smith

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

AUDIENCE: Josh Clifton with WJAA requested a special event/noise permit for 8/19/23. Councilman George Seip motioned to approved. Councilman second. All Yea by roll call. Motion carried.

2024 TAX BUDGET HEARING: Clerk Treasurer Mike Murray opened the hearing for discussion and asked Council and audience if there were any questions pertaining to the 2024 Tax Budget. Hearing none, Clerk Treasurer Mike Murray closed the Tax Budget Hearing. Councilman Randy Mercer made a motion to approve. Vice Mayor Steve Maham second. All Yea by roll call vote. Motion carried.

APPROVAL OF MINUTES

- Councilman George Seip made a motion to approve regular council minutes from June 8th 2023 meeting. Councilman Gary Collier second. All Yea by roll call vote. Motion carried.
- Councilman Mercer made a motion to approve special council minutes from June 29th, 2023 meeting. Councilman Collier second. All Yea by roll call vote. Motion carried.

MAYOR'S REPORT:

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

- Councilman Tim Wood made a motion to approve Mayors Court and Costs Report for June 2023. Vice Mayor Maham second. All yea by roll call. Motion carried.
- Mayor Lefker thanked all involved in June in Old Williamsburgh, especially George Seip for all their hard work and a great festival.
- The Farmer's Market stated that vegetables are coming in for the year now.
- The Clermont Sun will be promoting the village after interviewing some business owners.
- Local Government Fund Village should receive approximately \$34,300 for 2024.

SOLICITOR:

- N/A

POLICE REPORT:

- Police Chief Maggie Timmers presented Council with a copy of the June 2023 report.
- Chief Timmers presented a request for a new Police Car. Village Solicitor to draft ordinance to purchase as an emergency.

FIRE REPORT:

- Chief McCarthy presented the report for June.

PUBLIC WORKS:

- N/A

ADMINISTRATOR REPORT:

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- 446 E. Main – Administrator Gephardt indicated he has not received recent response from the landowner's attorney. The village's contractor recently mowed the grass, and we will assess the taxes. Council can decide how to pursue demolition or remediation of the property as we move forward.
- USI Insurance - Administrator Gephardt presented to council the contract for this year's liability insurance renewal for \$31839. This represents a \$600 savings from the previous year. Vice Mayor Maham Made a motion to approve the renewal. Councilman Collier second. All Yea by roll call vote. Motion carried.
- Administrator Gephardt indicated the village is still looking for a full-time street department supervisor. He and Kyle have had a couple recent interviews but no viable candidates yet. In addition, the Mayor's Court clerk position remains unfilled. The Village of Ripley court clerk is currently helping in an interim basis.
- Handicap sign on Gay Street- Mayor will look into the legality of the sign.

PARKS COMMITTEE: Did not meet. Next meeting TBD.

PERSONNEL COMMITTEE: Did not meet. Next meeting TBD.

PLANNING COMMITTEE: The committee did meet July 11th at 7pm. The committee approved new construction of a laundry facility at the Concord Square apartment complex. In addition, there were two lot splits approved. The committee also reviewed permits and code enforcement. Next meeting is scheduled for 8/1/23 at 7PM.

SAFETY COMMITTEE: Did not meet. Next meeting TBD

UTILITIES COMMITTEE: The committee did meet June 22nd at 5:30PM and made recommendations on utility adjustment requests. There was also some discussion on the water tower project. Next meeting is scheduled for 7/27/23 at 5:30PM.

FINANCE COMMITTEE: The committee did meet June 21st at 5:30 PM. The purpose of the meeting was to discuss the 2024 tax budget and make recommendations. Mr. Murray went over line items for the 2024 Tax Budget for the including General Fund, Streets, State Highway, Parks, various Police funds, Village Capital as well as Water and Sewer operating and improvement funds. The committee members made some recommendations. Next meeting TBA

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 June 2023 Financial Statements (Agenda item 1).
- Councilman Wood made a motion to accept the reports as presented. Vice Mayor Maham second. All yea by roll call. Motion carried.
- Clerk/Treasurer presented the June 2023 Utility Funds Snapshot for general information. (Agenda item 2).
- Clerk/Treasurer presented the Period 4-1st Half 2023 Income Tax receipts report (Agenda item 3).
- Councilman Mercer made motion to accept the report as presented. Councilman Seip second. All yea by roll call. Motion carried. (Agenda item 3).
- Clerk Treasurer read 2nd Reading ODOT-Let Agreement Consent Bridge Maintenance 2024 – Resolution 942-23 (Agenda item 4)
- Clerk Treasurer read 2nd Reading Increase in Garbage Collection Rates – Ordinance 1215-23 (Agenda Item 5)
- Clerk Treasurer read 3rd reading of the Redstone service annexation – Ordinance 1216-23. Vice Mayor Maham made a motion to approve. Councilman Seip second. All yea by roll call vote. Motion carried. (Agenda item 6)
- Clerk Treasurer read 1st reading of the Transfer of funds within the current 2023 Budget – Resolution 950-23. Clerk recommended suspending the rules. (Agenda item 7)
- Councilman Mercer made a motion to suspend the rules. Vice Mayor Maham seconded. All

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- Yea by roll call vote. Motion carried.
- Clerk Treasurer read for the second and third time Resolution 950-23. Councilman Mercer made a motion to approve. Vice Mayor Maham seconded. All Yea by roll call vote. Motion carried.
- Clerk Treasurer recommended appointing the Finance Clerk, Tanya Fleming, to attend the Certified Public Records training for the Clerk Treasurer and the Mayor. Councilman Seip made a motion to approve. Councilman Wood second. All Yea by roll call vote. Motion carried.
- Clerk Treasurer read 1st reading of the Mowing Tax Assessments – Resolution 951-23. Clerk recommended suspending the rules.
- Councilman Wood made a motion to suspend the rules. Vice Mayor Maham seconded. All Yea by roll call vote. Motion carried.
- Clerk Treasurer read for the second and third time Ordinance Resolution 951-23. Vice Mayor Maham made a motion to approve. Councilman Wood seconded. All Yea by roll call vote. Motion carried.
- There will a special meeting on July 19, 2023 at 5:30 pm to discuss the Purchase of the new police vehicle.

APPROVAL OF BILLS:


Vice Mayor Maham made motion to approve the bills as presented 2023 Warrants 29973 – 30023. EFTs 341-2023 thru 421-2023 be paid. Councilman Heren second. All yea by roll call. Motion carried.

ADJOURNMENT:

Councilman Wood moved to adjourn the meeting. Councilman Heren second. All yea by roll call. Motion carried. Meeting adjourned at 6:40 pm.



 Mary Ann Lefker - Mayor



 Michael Murray - Clerk/Treasurer

August 10, 2023
Date Approved