

Village of Williamsburg Regular Council Meeting

January 10, 2019

The regular meeting of the Williamsburg Village Council was held on Thursday, January 10, 2019 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:** Randy Mercer, Gary Collier, Mark Herren, and Dr. King **CLERK/TREASURER:** Michael Murray, **SOLICITOR:** Mike Minniear **POLICE:** Chief Mike Gregory, **FIRE CHIEF:** Kevin Wiedemann **ADMINISTRATOR:** Susan Ellerhorst, **PUBLIC WORKS SUPERVIORS:** Kyle Cribbet and Bryan Bachtel.

AUDIENCE: Kent Martin, Kristopher Burgess, T. David Burgess, Susan Burgess and Ryschel Bowling.

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

Clerk Treasurer Mike Murray and Solicitor Mike Minniear left the meeting at 5:35 p.m.

AUDIENCE STATEMENTS:

Kent Martin requested information about the location of current sewer access to parcel 523505J029. Council Members discussed the current location of sewer is at Santa Barbara which is approximately 200 feet from corner of parcel 523505J029. Council Members also noted that the property would need to be annexed into the Village to connect to the public sewer system. Mayor Lefker noted the current owner came in last year to discuss sewer options for the property and annexation.

APPROVAL OF MINUTES:

Councilman King made a motion to approve the December 13, 2018 regular meeting minutes. Councilman Herren second. All ayes by roll call. Motion carried.

MAYOR'S REPORT:

Mayors Court Fines and Costs Report for November 2018 and December 2018.

Vice Mayor Wood made a motion to approve the November Mayors Court Fines and Costs Report. Councilman Mercer second. All ayes by roll call. Motion carried.

Vice Mayor Wood made a motion to approve the December Mayors Court Fines and Costs Report. Councilman Mercer second. All ayes by roll call. Motion carried.

Mayor Lefker reported two Officer submitted resignations from the Police Department. Council Members discussed staffing and the School Resource Officer opening. The School is currently interviewing an interested candidate.

Councilman Herren made a motion to accept the resignation of Officer Pangelo and Officer Parker. Councilman Collier second. All ayes by roll call. Motion carried.

SOLICITOR'S REPORT:

POLICE REPORT:

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

FIRE REPORT:

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

Clerk Treasurer Mike Murray and Solicitor Mike Minniear returned to the meeting at 5:45 p.m.

CLERK/TREASURER'S REPORT:

Clerk/Treasurer Mike Murray presented the December 2018 Financial Statements (agenda item 1).

Councilman Herren made motion to accept the reports as presented. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray presented the December 2018 the SSI Utilities Receipts and UAN Receipts (agenda item 2).

Councilman Herren made motion to accept the report as presented. Councilman Collier second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray presented the December 2018 Utility Funds Snapshot for general information (agenda item 3).

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Clerk/Treasurer Mike Murray presented the December 2018 Income Tax receipts report (agenda item 4).

Councilman Herren made motion to accept the report as presented. Councilman King second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the third time Resolution 829-19 Authorizing Clerk/Treasurer to Transfer Fund Monthly \$17,000 from Water 5101 and Sewer 5201 Operation to 5701 Water and 5702 Sewer Capital. (agenda item 5).

Vice-Mayor Wood made motion to suspend the rules on Resolution 829-19. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 829-19.

Councilman Mercer made motion to approve Resolution 829-19 Authorizing Clerk/Treasurer to Transfer Fund Monthly \$17,000 from Water 5101 and Sewer 5201 Operation to 5701 Water and 5702 Sewer Capital. Councilman Collier second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 830-19 Authorizing Administrator to sign all document pertaining to Clermont County CDBG for Fiscal Year 2019. (agenda item 6).

Councilman King made motion to suspend the rules on Resolution 830-19. Vice-Mayor Wood second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 830-19.

Councilman King made motion to approve Resolution 830-19 Authorizing Administrator to sign all document pertaining to Clermont County CDBG for Fiscal Year 2019. Councilman Collier second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 831-19 Authorizing a Then and Now Certificated for Mark Plymesser \$900. (agenda item 7).

Councilman Herren made motion to suspend the rules on Resolution 831-19. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 831-19.

Councilman Mercer made motion to approve Resolution 831-19 Authorizing a Then and Now Certificated for Mark Plymesser \$900. Councilman King second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 832-19 Authorizing to Establish a Fund 5727 Debit Retirement entitled "EPA Loan SR 133". (agenda item 8).

Clerk/Treasurer Mike Murray read for the first time Resolution 833-19 Authorizing the Transfer of Fund within the Current 2019 Budget. (agenda item 9).

Councilman Herren made motion to suspend the rules on Resolution 833-19. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 833-19.

Councilman Herren made motion to approve Resolution 833-19 Authorizing the Transfer of Fund within the Current 2019 Budget. Councilman Herren second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the Third time 1120-18 Authorizing the Creation of a Community Improvement Corporation. (agenda item 10).

Vice-Mayor Wood made motion to approve Ordinance 1120-18 Authorizing the Creation of a Community Improvement Corporation. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Ordinance 1124-18 Authorizing Amending Ordinance 992-09, the Village of Williamsburg Personnel Policy. (agenda item 11).

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Councilman Herren made motion to suspend the rules on Ordinance 1122-19. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1124-19.

Councilman Herren made motion to approve Ordinance 1124-19 Authorizing Amending Ordinance 992-09, the Village of Williamsburg Personnel Policy. Councilman King second. All ayes by roll call. Motion carried.

ADMINISTRATOR'S REPORT:

Administrator Ellerhorst provided information about Resolution 830-19 for the Clermont County Community Development Grant Application for sidewalks on Broadway and South Fourth Street project in the Council packets.

Administrator Ellerhorst asked for any additional feedback on the Gay Street Phase 1 project. Mayor Lefker noted Fifth Street is 35' wide and Front Street is 32' wide. Council Members requested the project be marked with paint to show where the 35' wide road would be and the public parking for the project.

Administrator Ellerhorst asked for Council Members feedback on the Sewer Master Plan draft before the plan is finalized. There were no comments at this time.

Administrator Ellerhorst reported the Public Works Department only has one radio read meter left to install for the project to be complete. This is a great accomplishment for the Village and staff.

Administrator Ellerhorst reported the water loss number was at 12%.

PARK COMMITTEE:

Councilman King reported the Committee discussed reviewing local Amphitheaters.

The next meeting is February 5, 2019 at 6:30 pm.

PERSONNEL COMMITTEE:

Mayor Lefker reported the Committee met and discussed bringing on Spencer Capps as a full time employee at \$13.39. Councilman Herren made the motion to hire Spencer Capps in the position of Assistant Water/Wastewater Operator. Councilman Mercer second. All ayes by roll call. Motion carried.

Mayor Lefker discussed posting the laborer position due to the termination of Matt Ernst. Councilman Herren made a motion to post the laborer position for \$12.00 per hour and to use the temporary service. Vice Mayor Wood second. All ayes by roll call. Motion carried.

The next meeting is scheduled for March 5, 2019 at 5:30 pm.

PLANNING COMMITTEE:

Councilman Herren reported the Commission reviewed a sign permit for Napa Sign but the Committee needs more information about the sign.

Councilman Herren reported a representative for 487 Gay Street came to Planning Commission for guidance on building on the property after the demolition due to fire. The Commission discussed single family in the same footprint would be the recommendation for the property. They will bring something back for the Commission to review.

The next meeting is scheduled for February 5, 2019 at 5:30 pm.

SAFETY COMMITTEE: No meeting

The next meeting is scheduled for TBD.

UTILITIES COMMITTEE: No meeting

The next meeting is scheduled for January 24, 2019 at 6:00 pm.

ECONOMIC DEVELOPMENT: No meeting

TREE BOARD: No Meeting

The next meeting is schedule is scheduled for February 28, 2019 at 6:30 pm.

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FACILITIES AND EQUIPMENT: *No meeting*

The next meeting is scheduled for April 2, 2019 at 5:30 pm.

APPROVAL OF BILLS:

Councilman Herren moved to approve the bills presented (warrants 26887 – 26956 and EFT's 91-2018 – 38-2019) be paid. Vice-Mayor Wood second. All ayes by roll call. Motion carried.

OLD BUSINESS:

Councilman Mercer made motion to excused Dave Fiscus from missing this meeting. Vice-Mayor Wood second. All ayes by roll call. Motion carried.

Mayor Lefker opened the nominations for Vice Mayor. Councilman Herren nominated Tim Wood as Vice-Mayor for 2019. Councilman Mercer second.

Mayor Lefker asked for a motion to close the nominations. Councilman King made a motion to close the nominations. Councilman Herren second. All ayes by roll call. Motion carried.

All ayes by roll call to appoint Tim Wood as Vice-Mayor for 2019.

NEW BUSINESS:

Vice Mayor Wood asked about the towing bill paid by the Village. Chief Gregory noted the bill was for a vehicle used in a robbery. Councilman Herren and Vice Mayor Wood asked for employees to make sure they are comparing costs for parts with KOI or other vendors before purchasing.

A Special Meeting Thursday, January 17, 2019 at 5:30 p.m.

Change the Regular Council Meeting in February 14, to February 7th and March 14th to March 7th.

ADJOURNMENT:

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

Mary Ann Lefker - Mayor

Michael Murray - Clerk/Treasurer

March 7, 2019
Date Passed