

*Village of Williamsburg Regular Council*

*January 11, 2018*

The regular meeting of the Williamsburg Village Council was held on Thursday, January 11, 2018 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:** Gary Collier, Dr. King, Ron Ferree Jr., Mark Herren, Randy Mercer.

**CLERK/TREASURER:** Michael Murray, **POLICE:** Chief Mike Gregory, **FIRE CHIEF:** Kevin Wiedemann **Administrator:** Susan Ellerhorst

**AUDIENCE:** Annette Collier, Dianne Boland, Adam Cowan, Steve Cotter, Jim Weaver, Jacki Osborn, Michael Brandenburg, Denise DeMoss, Mike DeMoss, Dawn DeMoss, Kevin Steward, Dylan Steward, Johnathan Morgan, Bruce Bender, Missi Brown

Mayor Lefker sworn in each newly elected councilman, Gary Collier, Mark Herren, Randy Mercer and Tim Wood.

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

AUDIENCE STATEMENTS:

Topic: Increase presence of Ohio State Highway Patrol vehicles in Williamsburg.

Adam Cowan owner of Old Firehouse Brewery and Denise & Mike DeMoss owners of Valley View along with several audience members voiced their concerns about Ohio State Highway Patrol stopping customers and employees. Mr. Cowan stated that his patrons have been harassed since October with the increased the Ohio State Highway Patrol Officers in the area. He stated there are three patrol cars in the area in the evenings targeting local Williamsburg businesses.

Mayor Lefker stated she would contact the Ohio State Highway Patrol Offices in Brown County and Clermont County to discuss the businesses concerns brought to Village Council.

Councilman Herren recommended Mr. Cowan contact both Brown County and Clermont County Offices to meet and discuss the businesses concerns with the Lieutenants. Councilman Herren stated that the recent shooting in Williamsburg may have increased patrols in the area. The patrol officers may be new and training in the area.

APPROVAL OF MINUTES:

Councilman Ron Ferree made a motion to approve the November 9, 2017 regular meeting minutes. Councilman King second. All ayes by roll call. Motion carried. Mark Herren abstain.

Mayor Lefker opened the floor up for nominations for Vice-Mayor: Councilman Herren nominated Tim Wood and Councilman Ferree Jr. second the nomination.

Councilman Collier nominated Councilman Herren. Councilman Herren declined the nomination at this time.

Councilman King made motion to close with Tim Wood as Vice-Mayor. Councilman Ferree second. All ayes by roll call. Motion carried.

MAYOR'S REPORT:

Mayor Lefker read the December 2017 report of Mayor's Court Fines and Costs.

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

Mayor Lefker reported on the JEDD: The Williamsburg School Board of Education submitted the TIF to Andy Kuchta for review. The JEDD was included in the TIF.

Mayor Lefker discussed in the past the Village helped out paying for the Christmas Walk programs. The Christmas Walk Committee received \$200 from the Clermont County Convention and Visitors Bureau for the programs. Mayor Lefker noted the programs cost \$282.10 and asked if the Village would pick up the \$82.10 for the programs.

Councilman Ferree made motion to make the payment of \$82.10 for the Christmas Walk programs as presented. Councilman Mercer second. All ayes by roll call. Motion carried.

Mayor Lefker discussed Committee Meetings time to be set.

The Parks and Recreation Committee usually meet on the first Tuesday of the month at 5:30 pm. The Planning Commission usually meets on the first Tuesday of the month at 7:00 pm. Mayor Lefker stated she would like the Safety Committee to meet three times in 2018. The Utilities Committee usually meets the last Monday of the month at 6:00 pm.

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The Facilities & Equipment Committee usually meets on the second Tuesday of the month at 5:00 pm. The Personnel Committee usually meets on the first Monday of the month at 5:30 pm. The Tree Board Committee must meet six times per year to maintain the Tree City Certification. The Economic Development Committee, Tax Review Board, Finance Committee and Board of Zoning Appeals meet as needed. Mayor Lefker noted the Chair Person of each Committee should get back to her about the meeting dates and time they are comfortable with and if changes are needed.

Mayor Lefker discussed Brown County Water connection.

Mayor Lefker called a special work meeting for February 1, 2018 at 5:30 p.m.

SOLICITOR'S REPORT:

POLICE REPORT:

Police Chief Gregory presented his December 2017 Police report.

FIRE REPORT:

Fire Chief Wiedemann presented his December Fire and EMS Stats 2017 Report. Chief Wiedemann discussed soft billing and increased costs for Narcan.

CLERK/TREASURER'S REPORT:

Clerk/Treasurer Mike Murray gave a financial update on the Sewer Debit and Revenue Summary as listed in item number 1 of the agenda.

Clerk/Treasurer Mike Murray presented the December 2017 Financial Statements (agenda item 2).

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

Clerk/Treasurer Mike Murray presented the December 2017 the SSI Utilities Receipts and UAN Receipts Reconciliation (agenda item 3).

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

Clerk/Treasurer Mike Murray presented the December 2017 Utility Funds Snapshot for general information (agenda item 4).

Clerk/Treasurer Mike Murray presented the December 2017 Income Tax receipts report (agenda item 5).

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

Clerk/Treasurer Mike Murray read for the first time Resolution 793-18 certifying delinquent utility bill for tax assessment (agenda item 6).

Councilman Mercer made motion to suspend the rules on Resolution 793-18. Councilman Herren second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 793-18.

Councilman Ferree made motion to pass Resolution 793-18 certifying delinquent utility bill for tax assessment. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 794-18 authorizing Mayor to sign all documents pertaining to Clermont County CDBG for Fiscal Year 2018 (agenda item 7).

Councilman Ferree made motion to suspend the rules on Resolution 794-18. Councilman King second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 794-18.

Councilman Mercer made motion to pass Resolution 794-18 authorizing Mayor to sign all documents pertaining to Clermont County CDBG for Fiscal Year 2018. Councilman Ferree second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second time Ordinance 1094-17 Authorizing Raising the Utilities Shut-Off Fees (agenda item 8).

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Clerk/Treasurer Mike Murray read for the first time Ordinance 1097-18 Authorizing to Increasing 2018 Permanent Appropriations Rev #1 (agenda item 9).

Councilman Ferree made motion to suspend the rules on Ordinance 1097-18. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1097-18.

Councilman Collier made motion to pass Ordinance 1097-18 Authorizing to Increasing 2018 Permanent Appropriations Rev #1. Councilman Ferree second. All ayes by roll call. Motion carried.

ADMINISTRATOR'S REPORT:

Administrator Susan Ellerhorst discussed the 2018 CDBG South Fourth Street and Broadway Sidewalk Project (LMI area). The application deadline is February 2, 2018. The total cost of the project is \$130,936.00 including a 10% match of \$13,093.60 from the Village. Upon approval of the grant, the anticipated project construction would begin in May 2019 and be completed in August 2019.

Administrator Susan Ellerhorst reviewed the Wastewater Treatment Plant Phase III Construction Upgrade project. The total cost is approximately \$3,800,000. The Village secured funding from the following agencies to assist with the cost of the project: US Army Corp - \$1 Million; OPWC \$634,000; Appalachian Regional Commission \$250,000; and OEPA Loan \$1,900,000. The project is currently 33 days behind schedule. The contractor will be pouring concrete as weather permits for portions Clarifier 1 & 2 and the pump station. The anticipated project completion is April 2018.

Administrator Susan Ellerhorst discussed the Low Head Dam Removal Project that began in September 2017. Sunesis Construction is the contractor for the project and the anticipated cost is \$672,911. The Mussel, Archeology and Pebble studies have been completed. A new access road will be constructed in the spring of 2018. The anticipated project completion date is in November 2018.

Administrator Susan Ellerhorst discussed the East Main Street Sidewalk Feasibility Study project. The Safety Study was completed in 2016 and submitted to ODOT for Safety Funds. The Village was awarded \$80,000 to complete the Feasibility Study for sidewalks from the bridge to WJAA on East Main Street. AECOM is the engineering firm that began study in October 2017. The anticipated completion date for the project is in March 2018. The Village will be able to apply for additional Safety funds for the project in the spring of 2018.

Administrator Susan Ellerhorst reviewed the Asset Management Plan and GIS project. There was a new mandate from Senate Bill 2 passed in June 2017 that requires Asset Management plans for Water Systems by October 2018 for any additional future funding. The Village received a Water Supply Revolving Loan for \$33,244.00 (\$10,000 forgiveness loan) to complete an Asset Management Plan and update GIS data. The anticipated project completion date is in October 2018.

Administrator Susan Ellerhorst discussed the Sewer Extension on State Route 133 for economic development and homeowners in the area. The project will extend sewer lines on State Route 133 from Main Street to the State Route 32 interchange. Funding has been secured through the following agencies: Funding Community Development Block Grant \$150,000; Appalachian Regional Commission \$250,000; OEPA Loan \$199,000. The anticipated construction to begin in the spring 2018 and completion by summer 2018.

Administrator Susan Ellerhorst discussed the Small Local Government Project – Gay Street Reconstruction Phase 1 which included complete reconstruction of the road and utilities. The applications are due in spring 2018. The project area is on Gay Street from Front Street to Fourth Street.

Administrator Susan Ellerhorst reported that there are approximately 250 radio-read water meters left to install out of over 1,000 meters. The Public Works Department has been installing these meters over the past 2 years.

Administrator Susan Ellerhorst noted the water loss average is currently 13%.

Administrator Susan Ellerhorst reported the Public Works Department did a great job repairing three water main breaks over the weekend.

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Administrator Susan Ellerhorst requested approval to hire engineering consultants for services as needed for project, contracts, assistance with grant applications etc.

Approval was provided by consensus of Council to hire engineering consultants as needed for services.

PARK COMMITTEE: No meeting

PLANNING COMMITTEE: No meeting

SAFETY COMMITTEE: No meeting

UTILITIES COMMITTEE: No meeting

ECONOMIC DEVELOPMENT AND TREE BOARD: No meeting

FACILITIES AND EQUIPMENT: No meeting

EXECUTIVE SESSION: No meeting

PERSONNEL COMMITTEE: No meeting

APPROVAL OF BILLS:

Councilman Mercer moved to accept the bills presented (warrants 26079-26147 and EFT's 935-2017 thru 025-2018) be paid. Councilman Ferree second. All ayes by roll call. Motion carried.

OLD BUSINESS:

NEW BUSINESS:

ADJOURNMENT:

Councilman Ferree moved to adjourn the meeting. Councilman Collier second the motion. All ayes by roll call. Motion carried.

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Mary Ann Lefker  
Mayor

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Michael Murray  
Clerk/Treasurer

February 8, 2018  
Date Passed