

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES
MEETING HELD DECEMBER 15, 2015**

Mr. Bradley Coffman called the meeting to order at 7:00 pm.

Roll call: Mr. Coffman – present; Mr. Davidson – present; Mr. Foley- present.

The following staff were also present: Administrator, Donald Edwards; Fire Chief, Paul Scherer, Roads Department Supervisor, Scott Camery and Fiscal Officer, Darrell Coffman.

The following residents were also present: Gary Breeze and George Cherryholmes.

Board President, Bradley Coffman welcomed those in attendance.

Mr. Coffman led those in attendance in the pledge of allegiance to the flag.

Mr. Davidson motioned to approve the Minutes of the previous meeting. Mr. Foley seconded the motion. Upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea, Mr. Davidson – yea, Mr. Foley – yea.

CITIZEN’S COMMENTS:

Gary Breeze spoke regarding a sign that had been knocked down on O’Neill Rd.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, **Scott Camery** reported as follows:

The Roads Department has been taking care of minor detail work on snow plow trucks, but are currently awaiting an additional order of paint and some misc. parts. While working on equipment, the Crew has also been performing some facility maintenance at the shop.

Tree trimming is scheduled to resume tomorrow.

Employee evaluations have been completed and were shared with the Trustees.

Mr. Camery is planning on catching up on some maintenance at the Administration Building before the upcoming holiday.

Currently all Department equipment is at 100% availability.

Mr. Camery concluded by sharing, on behalf of the entire Roads Department, a heartfelt Happy Holidays.

Mr. Coffman inquired about the status of the tree removal project. Mr. Camery responded that the project will commence in the near future.

Mr. Foley inquired whether the new cold storage building had been added to the insurance policy. Mr. Edwards stated that he would look into it.

FIRE DEPARTMENT:

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Fire Chief, Paul Scherer reported as follows:

The Fire Department's Stair Chairs were serviced today. No problems were found.

Chief Scherer shared a quote for a Lucas 2 CPR machine and the funds he planned on utilizing to make the purchase which included donations from Quaker Heights and WTFD, Inc. along with the State EMS Grant award.

A recent Squad transport bill was shared with the Trustees.

Regarding departmental staffing, two (2) members were testing for their "Medics 1" this week and one (1) member testing for EMT next week.

He is also working on updating departmental inventory.

Mr. Scherer provided a brief update regarding the Washington Township contract for provided services. He is still awaiting a response from them.

Chief Scherer concluded by stating that he would be out of town over the weekend, but would be returning late Sunday night.

ZONING DEPARTMENT:

Zoning Inspector, was not present due to a scheduling conflict, Mr. Edwards reported the following in her absence:

The last CAC meeting on December 2 went well. She stated that the CAC is satisfied with Art. II, Ch. 3 *Residential standards*. She stated that the draft is available online and she shared an executive summary with the Trustees. Major shifts in residential standards include the addition of standards for flag lots, an incremental decrease in required road frontage and standards for "Conservation" design development.

Ms. Hartsock went on to report that there were no new complaints. But shared that she planned to document corrections to pools were performed and close cases after the holidays.

Have written to four (4) owners of properties where junk complaints were received as well as two (2) nearby properties identified while investigating the other complaints. To-date, she has heard back from one (1) party.

A notice was sent to 8340 Bellbrook Rd. for adding on to an accessory structure without a permit. She has not received a response to-date.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

All employee driving record abstracts have been completed and all employees are in compliance with our driving policy.

All employees have been asked to come into compliance regarding carrying-over accumulated compensatory and vacation time. A Resolution was prepared to address these requests to minimize the Township's liability as it moves into 2016.

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Mr. Edwards extended a "Thank you" to the Chief and W.T.F.D., Inc. for the annual Christmas dinner for members and honorary members. It was a great time as usual.

Mr. Edwards took a moment to honor and thank Mr. Patrick Davidson for serving Wayne Township over the last 20 years as a Trustee. He said Mr. Davidson has been great to work with and was very instrumental in getting the Administration Building built along with putting us in a great position moving forward with staff, tangible property along with solvent financial assets.

A few reminders Mr. Edwards provided:

Last meeting of the year: December 31st @ noon.

OTA conference: January 27-30th.

Mr. Edwards concluded by wishing all Happy Holidays.

OLD BUSINESS:

Mr. Edwards shared the following updates on behalf of Ms. Hartsock:

Sandy Run Internet:

After several frustrating failures of telecommunications companies to bring service to the area, resident Josh Bouchair took matters into his own hands. He has formed an LLC called Bridgewired and has raised considerable private investment and garnered contracts from approx. half of the residents as the morning of 12/14/2015.

With most of the major hurdles out of the way, Mr. Bouchair is wrapping up matters with his legal counsel. If all goes as planned, Mr. Bouchair intends to break ground in January.

Stream Signage:

Ms. Hartsock has reached out to the DP&L Foundation as has Amy Cameron of Warren County Soil and Water regarding the status of a Foundation ask. If she cannot get a response by the end of the year, we will proceed based on the OEEF award. This will likely mean that the signage numbers will remain at approx. 30-40 signs (lower if we need to cover posts and mounting hardware with grant dollars) and an educational brochure to be distributed to all residents in the Township.

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2015-44 A RESOLUTION THAT WAYNE TOWNSHIP HAS COME TO AN AGREEMENT WITH THE FIRE CHIEF ON A NEW ONE-YEAR CONTRACT.

Mr. Edwards presented for consideration and Mr. Coffman moved for adoption of said resolution.

Mr. Foley seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Foley – yea, Mr. Davidson – yea, Mr. Coffman – yea. The resolution was therefore adopted the 15th day of December 2015.

RESOLUTION 2015-45 A RESOLUTION THAT WAYNE TOWNSHIP HAS COME TO AN AGREEMENT WITH THE ADMINISTRATOR ON A NEW ONE-YEAR CONTRACT.

Mr. Edwards presented for consideration and Mr. Davidson moved for adoption of said resolution.

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Mr. Coffman seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Foley – yea, Mr. Davidson – yea, Mr. Coffman – yea. The resolution was therefore adopted the 15th day of December 2015.

RESOLUTION 2015-46 A RESOLUTION AUTHORIZING THE HANDLING OF VACATION AND COMPENSATORY TIME FOR EMPLOYEES THAT MAY OR MAY NOT BE CONSISTENT WITH THE WAYNE TOWNSHIP POLICY AND PROCEDURE MANUAL OR EMPLOYEE CONTRACT.

Mr. Edwards presented for consideration and Mr. Foley moved for adoption of said resolution. Mr. Coffman seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Foley – yea, Mr. Davidson – yea, Mr. Coffman – yea. The resolution was therefore adopted the 15th day of December 2015.

RESOLUTION 2015-47 A RESOLUTION TO ESTABLISH WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING DATES FOR THE YEAR 2016.

Mr. Edwards presented for consideration and Mr. Davidson moved for adoption of said resolution. Mr. Coffman seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Foley – yea, Mr. Davidson – yea, Mr. Coffman – yea. The resolution was therefore adopted the 15th day of December 2015.

Other:

Recognition of Patrick Davidson for 20 years of dedicated service to Wayne Township as a Trustee.

CORRESPONDENCE:

- December Monthly Newsletter from the Warren County Combined Health District

WORK SESSION:

Two (2) new applicants for the Wayne Township Fire Department were discussed: **Shannon Daulton** and **Charles Edwards**. After looking over their applications, Mr. Coffman motioned to accept both applicants. The motion was seconded by Mr. Davidson. The motion passed with a unanimous vote.

EXECUTIVE SESSION:

At 8:08 p.m., Mr. Coffman made a motion to go into Executive Session with all Trustees, Mr. Edwards and Chief Shearer citing ORC 121.22(G)(2) to discuss the purchase or sale of public property. Mr. Foley seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Foley – yea, Mr. Davidson – yea, Mr. Coffman – yea.

At 10:18 p.m., Mr. Coffman made a motion to adjourn out of Executive Session and return to the Open meeting. The motion was seconded by Mr. Foley. Upon call of the roll thereon, the vote resulted as follows: Mr. Foley – yea, Mr. Davidson – yea, Mr. Coffman – yea.

No actions were taken.

Being no further business, the board stood adjourned at 10:21 p.m.

President, Board of Trustees

Fiscal Officer