

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JANUARY 19, 2016**

Mr. Bradley Coffman called the meeting to order at 7:05 pm.

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

The following *staff* were also present: Administrator, Donald Edwards; Fire Chief, Paul Scherer, Roads Department Supervisor, Scott Camery and Zoning Inspector and Asst. to the Administrator, Erin Hartsock; and Fiscal Officer, Darrell Coffman.

The following *residents* were also present: George Cherryholmes, Andrew Jacobs and David O’Banion.

Guests present: Amy Cameron, Warren County Soil and Water Conservation District.

Board President, Bradley Coffman welcomed those in attendance.

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

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

CITIZEN’S COMMENTS:

Andrew Jacobs thanked the Roads Crew for their work keeping the roads safe and clear during recent winter weather events.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

After several snow events, there were minor equipment maintenance needs. All maintenance has been performed and equipment is running optimally.

Mr. Camery attended the Warren County Safety Council earlier this month. The topic was Emergency Response and active shooter. Mr. Camery said the session was well attended and informative.

The parts for the backhoe came in and have been installed. The Backhoe fully operable.

The department has completely rebuilt/re-skinned our chipper box. It is ready for action as soon as temperatures exceed freezing.

Currently the department is working on repairing the twenty-year old, high pressure water lines for the garage wash-bay.

Mr. Camery concluded by stating that the equipment is at 100% availability.

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FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

Mr. Scherer recently submitted an AFG Grant for new SCBA and Breathing Air Compressor to replace current equipment which is reaching the end of its usable life.

All SCBAs were bench tested and certified on January 9, however all 48 SCBA cylinders will expire in 2018.

Airbags and rams purchased with the 2016 LOEB grant have been purchased and in service.

There was an incident refueling a Squad with unleaded rather than diesel. Mr. Camery, thankfully was able to pump it out and refuel the tank before any damage was done.

The Trustees inquired about refueling at the Roads Garage where there is only diesel fuel.

Chief Scherer responded that the area can get very muddy and messy.

The Trustees asked about SOP changes since the last incident. Chief Scherer responded that two signatures on the gas slip are required as a result. Additionally, signage has been posted on the dash and next to the gas tank on the vehicles.

Chief Scherer reported that he would be discussing the issue at an upcoming Officer's meeting. He will bring any recommendations from this meeting back to the Trustees.

Further regarding equipment, a 10-year old MDC dock in the 2008 Squad has failed. A replacement has been ordered. Additionally, another 7 year-old MDC dock has lost its touchscreen display. Chief Scherer provided a quote for the replacement of this equipment. Mr. Coffman motioned to approve the purchase. The motion was seconded by Mr. Patrick. The motion carried with unanimous support.

Regarding personnel, Carolyn DiGiandomenico sprained her right knee on a squad run on January 9. She has been cleared to return to work.

LUCAS 2 is in-service and is now on Squad 91.

Chief Scherer concluded by stating protocol testing with skills continues this month with written exams coming up in February. And annual drivers' education classroom training will begin later this month.

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported on the following:

The next CAC meeting is scheduled for Wednesday, January 20 at 6:30. The committee is scheduled to finalize Art. II, Ch. 3 *Residential standards* (draft available online) and cover much of Article I, *Zoning Authority, Administration and Enforcement*.

Notable changes suggested to date include: flag lot provisions; an incremental decreased road frontage requirements; inclusion of a Conservation Design Option (CDO); addition of visual diagrams; and the addition of an RU district.

Regarding complaints, Ms. Hartsock provided the following status report:

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2894 E. Lytle-Five Pts.: is now in compliance; 5512 Chenoweth Rd.: in compliance; and 5606 Chenoweth Rd.: working toward compliance.

Mr. Coffman inquired about the status of 6326 Corwin Ave. Ms. Hartsock responded that she has been working with the Warren County Prosecutor's Office but had no further developments.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

The Board of Trustees will need to approve the 2015 Township Highway System Mileage Certification form.

Mr. Goldman had sent a Public Records Request on December 31 and January 4 which Mr. Edwards thought to be overly broad and too inclusive as it relates to the Public Records Act. As such, he forwarded the request to the Warren County Prosecutor's Office for clarification. A response was sent out today by Keith Anderson. Upon receiving this response, Mr. Edwards supplied the records that the Township keeps on complaints that were requested by Mr. Goldman.

The Lion's Club held their semi-annual cleaning of the administration building as part of the civic component of their club last Saturday.

Next Wednesday, January 27, ODNR has reserved the Administration Building Hearing Room from 8:00 am—4:00 pm for their Volunteer Naturalist Training Program. Then at 6:00 pm, the Lion's Club has their Zone Meeting (seven regional clubs meet together).

The Administration Building's Air Handler 3 experienced issues over the weekend when its inducer motor went down. A service call was made on Monday and the part was replaced today. Mr. Camery was on hand to observe the repair so that he may be more effective trouble shooting the other units in the event any similar issues present themselves.

On Saturday, January 9, a WTFD Squad member twisted their knee, which resulted in a Workers' Compensation Claim. All paperwork is being processed.

On January 12, the Warren County Regional Planning Commission held its quarterly meeting and approved the schedule for 2016 projects and corresponding budget. A presentation was made by OKI on Fiscal Analysis & Comprehensive Plan Guidelines. Increased public response has been noted and is due to utilizing internet and social media surveys.

OLD BUSINESS:

Stream Signage Project: Ms. Hartsock has moved forward with WCSWCD assuming the DP&L Foundation request will not be granted. As such, the number of sites have been whittled down to 20 and the sign size has been reduced to fit budget parameters.

The revised budget will leave a little extra room to support the purchase of reflective safety t-shirts for the Boy Scout Troop that will be helping with sign installation.

Sandy Run Internet: Ms. Hartsock stated that Bridgewired LLC, the company formed by residents is still moving forward, but is currently pending probate proceedings of the developer's interest in the unbuilt lots.

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NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2016-05 A RESOLUTION TO THE EXTENT PERMITTED BY LAW, AUTHORIZING PARTICIPATION IN THE OHIO LOCAL AGRICULTURAL EASEMENT PURCHASE PROGRAM.

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

Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr.

Coffman – yea; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 19th day of January 2016.

Other:

Mr. Coffman stated that he would like to see building maintenance and aesthetic improvements made in 2016. Mr. Foley and Mr. Patrick concurred.

Staff were directed to compile a list of needed and prioritized projects for the Trustees.

CORRESPONDENCE:

- Warren County Recorder's Office: Letter listing all required documents that require official recording.

WORK SESSION:

None

EXECUTIVE SESSION:

None

Being no further business, the Mr. Coffman motioned to adjourn at 8:21 p.m. Mr. Foley seconded the motion. The motion passed with a unanimous vote.

President, Board of Trustees

Fiscal Officer