

## MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD MARCH 1, 2016

Mr. Bradley Coffman called the meeting to order at 7:00 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: Ernie Tracy, Gary Breeze, George Cherryholmes and Andy Jacobs.

*Guests* present: David Fornshell, Warren County Prosecutor.

Board President, Bradley Coffman welcomed those in attendance.

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

Mr. Coffman welcomed Mr. Fornshell and opened the floor for him to provide his Offices' Annual Report. Mr. Fornshell distributed printed copies of the annual report and verbally summarized some of the activity highlights of his Office in 2015.

Mr. Forshell concluded his presentation at 7:20 p.m. Mr. Coffman thanked him for his time.

Mr. Patrick motioned to approve the Minutes of the previous meeting. Mr. Coffman 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:** None

### **DEPARTMENT REPORTS:**

#### **ROAD DEPARTMENT:**

Road Department Supervisor, Scott Camery reported as follows:

The Crew installed a new water heater at Road Garage.

In preparation of warmer weather, one mower is completed with the others in progress.

With recent minor snow events, the fleet saw minor maintenance issues. All repairs were done in-house and all are fully operational. He also added that there had recently been a narrow band of ice that made portions of the roadways very slick. He urged residents to use caution on wet roads as weather conditions can be very localized and freeze with little warning.

Mr. Camery is currently awaiting information to arrive regarding snow equipment costs and options for a new truck. He has also begun the process to narrow down the "right" cab and chassis.

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As weather permits, Mr. Camery is making on-going progress with tree trimming and honeysuckle removal on Corwin Rd.

While emerging potholes do not appear to be too numerous as the weather begins to shift toward spring, drainage issues will require the crew's attention.

Mr. Camery concluded by stating that with the exception of a sprayer, his department is at 100% equipment availability.

### **FIRE DEPARTMENT:**

Fire Chief, Paul Scherer reported as follows:

Monthly activity reports for February were previously distributed to the Trustees. The Wayne Township Fire Department responded to: 67 EMS calls and 13 Fires for 80 total runs. Year-to-date responses are down by two (2) from 2015.

Mr. Scherer reported that a breathing air compressor was recently serviced replacing a high pressure switch and the 2009 Ford PL Custom Squad had brakes, ball joints, alignment and service performed at Lebanon Ford.

Mr. Scherer concluded by sharing a memorandum of understanding with Sugarcreek Twp. FD regarding swift water rescue.

After discussion of the MOU, Mr. Patrick inquired about how a hospital is selected to take a patient to. Chief Scherer responded that protocol dictates that a hospital is chosen by proximity, the patient's condition and the hospital's participation in the same drug bag exchange program.

### **ZONING DEPARTMENT:**

Zoning Inspector, Erin Hartsock reported on the following:

Five (5) permits were issued in February 2016:

1 deck permit issued to Tim Bulcher, 4638 E. Lower Springboro Rd

2 in-ground pool permits were issued to Buckeye Pools, 9672 Sandy Run Dr. and 7435 Cook-Jones Rd.

2 single family dwelling permits were issued: Terry Fornshell, 7329 New Burlington Rd. and Ellis Custom Homes, 5964 Spartan Hill Rd.

One (1) variance application was processed for John Schmidt, 3119 N. Waynesville Rd. (hearing rescheduled to 4/21/2016).

Regarding the revision of the Zoning Code, the next CAC meeting is scheduled for Wednesday, March 2 at 6:30. The Committee is scheduled to discuss non-conformity provisions, open space standards and agricultural use in subdivisions.

Ms. Hartsock concluded by stating that she would be attending an upcoming Safety Council event.

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**ADMINISTRATOR REPORT:**

Administrator, Donald Edwards reported the following:

Mr. Edwards reported that Mr. Davidson would like to finish the Time-Line Board in the lobby. It will require three (3) pictures of elected officials. Additionally, he intends to place the other pictures in a composite format in one (1) framed oval, if possible.

Two (2) complaints were received regarding loose gravel and dust in Mt. Holly resulting from plowing newly chip-sealed roads with the addition of grit mixture from the salt applications. Mr. Edwards suggested scheduling another sweeper day later this month to remove the loose gravel.

Mr. Edwards concluded by stating that the Village of Waynesville has agreed to join Wayne Township for the community Recycle Rally on Saturday, May 14<sup>th</sup>. He then reminded the elected officials of the Warren County Engineer's dinner meeting on Thursday, March 3<sup>rd</sup>.

**OLD BUSINESS:**

**Recycle Rally:** None

**Stream Signage Project:** None

**NEW BUSINESS:**

**Questions or Concerns Regarding the Bills:** None

**Legislation:**

**RESOLUTION 2016-06 ADOPTION OF A POLICY FOR DEFINING INDIGENT FOR PURPOSES OF BURIAL AT TOWNSHIP'S EXPENSE**

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 1<sup>st</sup> day of March 2016.

**RESOLUTION 2016-07 AMENDING RESOLUTION 2015-35 THE MEMBERSHIP OF THE CITIZEN'S ADVISORY COMMITTEE FOR THE REVISION OF THE WAYNE TOWNSHIP ZONING CODE**

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

Mr. Foley 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 1<sup>st</sup> day of March 2016.

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**RESOLUTION 2016-08- APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) FOR AUTOMATIC  
MUTUAL AID AGREEMENT BETWEEN SUGARCREEK TOWNSHIP (STFD) AND WAYNE TOWNSHIP  
(WTFD) FOR SWIFT WATER RESCUE**

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. Coffman – yea; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 1<sup>st</sup> day of March 2016.

**RESOLUTION 2016-09 APPROVING THE APPLICATION FOR INDIGENT BURIAL RECEIVED BY WAYNE  
TOWNSHIP, WARREN COUNTY, OHIO ON FEBRUARY 22, 2016**

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

Mr. Coffman 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 1<sup>st</sup> day of March 2016.

**CORRESPONDENCE:**

- **Area Progress Council-** Event Announcement: “State of the County”, March 9th
- **Warren County Combined Health District-** Annual Report
- **Environmental Protection Agency-** Citizens’ Advisory meeting regarding Cincinnati Air Quality Report

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

Being no further business, Mr. Coffman motioned to adjourn at 8:29 p.m. Mr. Foley seconded the motion. The motion passed by unanimous vote.

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President, Board of Trustees

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Fiscal Officer