

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD JUNE 21, 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; Zoning Inspector and Asst. to the Administrator, Erin Hartsock; and Fiscal Officer, Darrell Coffman.

The following *residents* were also present: George Cherryholmes and Tim Henderson.

Guests present: Joe Garrett, Trebel, LLC.

Board President, Bradley Coffman welcomed those in attendance.

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

Mr. Patrick 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. Patrick – yea, Mr. Foley – yea.

## **CITIZEN'S COMMENTS:**

None.

## **DEPARTMENT REPORTS:**

### **ROAD DEPARTMENT:**

Road Department Supervisor, Scott Camery reported as follows:

Work continues on the O'Neill Rd. drainage/safety improvement project. The project is projected to wrap up in mid July.

The Gard Rd. hill drainage/berm safety project is complete.

"Beet Heet" quotes were provided to the Trustees as well as storage tank quotes

A second round of mowing has been started. It should be completed by the 1<sup>st</sup> weekend in July.

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

### **FIRE DEPARTMENT:**

Fire Department Chief, Paul Scherer reported as follows:

The 2009 PL Squad is out of service while awaiting parts to repair the onboard battery conditioner. Parts are expected on Wednesday.

## **MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD JUNE 21, 2016**

The State Fire Marshal's Office released a new SOP regarding public safety vehicle inspections. PSV's are privately-owned vehicles used by volunteer firefighters. The State Patrol will now be performing vehicle inspections and run licensure and insurance checks. Chief Scherer will try to get the abstracts from the inspector's for administrative records so as to not have to duplicate efforts.

### **ZONING DEPARTMENT:**

Zoning Inspector, Erin Hartsock reported on the following:

Ms. Hartsock stated that the **Warren County Combined Health Department's Housing** Code will no longer be regulating junk vehicles or tall grass effective January 1, 2017 (estimated). She provided the relevant pages of the recommended changes to the County Housing code.

The **CAC** met on 6/15/2016. The next meeting is not scheduled until 7/20/2016. The committee rehashed home occupation standards with no conclusion reached. Staff is taking comments and revising language for consideration. Previously agreed upon height restrictions on residential accessory structures were reevaluated in light of current market trends with steeply pitched roof lines. Discussions on screening and buffering were begun.

#### **Regarding Violations/Nuisance complaints:**

9503 Kenrick Rd.: complaint of boats parked in front of the house.

After speaking with the property owner, parking pads to the side and the rear of the house will be expanded.

3420 Lytle Rd.: complaint regarding rabbits and buildings not at proper setbacks.

After a site visit on 6/21/2016, it was determined that the building had not been used since it housed chickens in 2014 when it was found to be in violation at that time. No violations were found.

8584 Lytle-Ferry Rd.: various junk complaints.

To date: dump truck removed; backhoe has been relocated further out of sight. Further clean-up of scrap items is still underway.

4966 SR 42: junk accumulations.

Received no response to courtesy letters sent to the owner and occupant. Certified letters will be issued.

6326 Corwin Rd.: May 6<sup>th</sup>, box truck and white van removed from the property. Another vehicle has been removed from the property bringing the front yard closer to compliance. Plans to screen the remaining side and rear property are underway.

### **ADMINISTRATOR REPORT:**

Administrator, Donald Edwards reported the following:

## **MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD JUNE 21, 2016**

A master project list sorted by urgency for building repairs on Administration Building is still being compiled.

Regarding the Administration Building, additional quotes for smoke detectors and Mag-Lock door holds will be forthcoming.

T.J. Luckey was awarded the contract to complete the floor-jacking. The work should take 2 full days and will ideally take place Wednesday-Friday to minimize the impact to building usage, however this is contingent on the company's schedule as they have emergency projects that take priority. They are proceeding with the quote assuming favorable soil conditions. However, an analysis will be performed on a soil sample. The report will be provided to the Trustees with their findings.

Regarding the conversion to "Beet Heet", Mr. Camery and Mr. Edwards both researched poly storage tanks. After lengthy discussion, Mr. Camery recommends a quote from AGRO CHEM EAST.

In other business, a contract has been signed with TRC Solutions. The ASTM Phase I Environmental Site Assessment was begun this week.

Mr. Edwards received the Title Examination Report on the property, which he shared with the Trustees.

He related that he had met with the Village Manager last week and attended the Council Meeting yesterday to better determine the best direction to move forward with the development on the optioned site. There was not a clear direction, but cooperation was encouraging. Plans to move ahead should be better defined after meeting with both legal counsels.

Bricker & Eckler has submitted a timeline for CMR procurement and an outline of the process. They have submitted two billing proposals for their services: one, an hourly rate varying depending on the attorney doing the given work and two, a fixed blended rate.

Discussion was had concerning the pros and cons of each proposal. The Trustees requested Mr. Edwards to proceed with the fixed hourly rate proposal.

The Chenoweth Rd. concept plan is still on the agenda for RPC. However after a meeting with the developer, we facilitated a meeting between the developer and the adjoining property owner's agent with the goal of creating a more agreeable arrangement for all parties involved. An amended preliminary subdivision plan is anticipated in the immediate future.

The Sandy Run fiber project is moving along well. They have poured footers for cabinets and are expecting to go live by mid-end of July. They held a customer pick-up of home equipment here last week.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
HELD JUNE 21, 2016**

Mr. Edwards stated that the WC Prosecutor's Office has weighed-in on the interpretation of the ORC on aggregation and feels that each entity needs to pass resolutions to put it on the ballot. We can proceed by entering into a contract with Trebel, LLC to be our energy consultant and then they will proceed with trying to get the two municipalities to pass legislation to have their respective jurisdiction on the ballot. The language would reflect that all entities that pass aggregation in November will fall under Wayne Township's contract.

He concluded by reminding those present of the Independence Day celebrations coming up on Saturday, July 2.

**OLD BUSINESS:**

**Trebel, LLC.** (see legislation)

**Lauren Bowen: State Treasurer's Office**

Mr. Edwards stated that he had discussed the program with the Fiscal Officer, who wished to speak directly to Ms. Bowen. He stated that it sounded reasonable and looked like minimal administrative effort to maintain. The issue will be reintroduced to the Trustees at the last meeting in July.

**Front Walk Repair**

Ms. Hartsock stated that she had obtained a quote for \$325.00 from David Ginelli to repair the divots in the front walk. The Trustees paused to look at the front walk personally. Once back in the hearing room, Mr. Coffman motioned to proceed with Mr. Ginelli's quote with the repairs as stated. Mr. Foley seconded the motion. The motion was approved by unanimous vote.

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2016-17 RESOLUTION AFFIRMING THE REAPPOINTMENT OF SCOTT CAMERY TO THE WAYNE TOWNSHIP ZONING COMMISSION**

Mr. Edwards presented for consideration and Mr. Foley 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 21<sup>st</sup> day of June 2016.

**RESOLUTION 2016-18 RESOLUTION AFFIRMING THE REAPPOINTMENT OF RICHARD "KYLE" JONES TO THE WAYNE TOWNSHIP BOARD OF ZONING APPEALS**

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

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
HELD JUNE 21, 2016**

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 21<sup>st</sup> day of June 2016.

**RESOLUTION 2016-19 RESOLUTION AUTHORIZING THE PURCHASE OF TWO 3,000 GALLON POLY TANKS AND APPLIANCES FROM AGRO CHEM EAST FOR USE BY THE ROAD DEPARTMENT**

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 21<sup>st</sup> day of June 2016.

**RESOLUTION 2016-20 RESOLUTION AUTHORIZING THE EXECUTION OF AN ENERGY CONSULTING AND MANAGEMENT AGREEMENT WITH TREBEL, LLC.**

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 21<sup>st</sup> day of June 2016.

**CORRESPONDENCE:**

- **WCCHD: Monthly Newsletter**
- **Board of County Commissioners**
- Warren County, **Ohio 9-1-1 Planning Committee** Nomination Form

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

Being no further business, Mr. Foley motioned to adjourn at 7:59 pm. Mr. Coffman seconded the motion. The motion passed by unanimous vote.

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President, Board of Trustees

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Fiscal Officer