

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD AUGUST 2, 2016

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

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

The following *residents* were also present: Gary Breeze and Andrew Jacobs.

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 July 18<sup>th</sup> regular public meeting. Mr. Foley seconded the motion. Upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea, Mr. Mr. Foley – yea, Patrick – yea.

## **CITIZEN'S COMMENTS:**

**Gary Breeze** stated that he would be traveling and unable to attend the next several meetings.

**Andrew Jacobs** stated his appreciation of the Roads Department and their recent efforts to improve road ways, especially in the southern portions of the Township.

## **DEPARTMENT REPORTS:**

### **ROAD DEPARTMENT:**

Road Department Supervisor, Scott Camery reported as follows:

Work will begin back on the **O'Neill and Corwin Rd. drainage project** starting tomorrow. Barring any other issues, the department should get this project finished up this week.

The **"Beet Heet" storage tanks** and fittings arrived Monday, August 1. We have already started formulating a plan for final hard installation.

The third round of **mowing** is complete. It went smoothly and looks great. Trimming is still in progress but the south end is 90% done.

The **two single axle trucks** are tentatively scheduled for their **refit** the week of the 15<sup>th</sup>. He expects to hear from Henderson concerning the F550 build very soon.

Mr. Camery concluded by stating that the Roads Department is at **90% equipment availability** with one tractor down awaiting parts.

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## **FIRE DEPARTMENT:**

Fire Chief, Paul Scherer reported as follows:

For the month of **July**, the Wayne Township Fire Department responded to: **75 EMS calls and 19 Fires** for ninety-four (94) total runs. Year-to-date responses are up by thirty (30) from 2015.

Chief Scherer went on to discuss two very important **computer program upgrades** that have been taking place over the past three weeks with the County's records management system and EPCR at Warren County Telecom. Both upgrades require being NEMESIS 3 compliant with the State of Ohio regarding reporting. As of this morning, the FRMS is about 90% complete and EPCR is only about 50% complete. Upgrades were due by August 1, however an extension of October 1 has been issued due to complications and delays.

No activity reports have been generated due to the upgrades and subsequent incomplete data sets.

WTFD, Inc. has purchased fifty (50) **new uniforms** (pants and shirts) for department members and is in the process of getting everyone measured.

Chief Scherer stated that he is currently searching for **grants** to cover **ballistic protection for frontline squad or rescue**. Quotes are around \$950/ set. He anticipates applying for the 2<sup>nd</sup> round of the 2016 Department of Justice's Bullet Proof Vest Program.

Chief Scherer concluded by discussing a quote he received for a **bariatric wide-body plate for the cot**. There has been a need for such equipment three (3) times in the past year and most recently ten (10) days ago. Turtlecreek FD had to be called in as the department's current equipment could not accommodate the patient.

The Trustees were unanimous in their agreement in the need for such equipment.

## **ZONING DEPARTMENT:**

Zoning Inspector, Erin Hartsock reported on the following:

Seven (7) **permits** were issued for the month of **July**:

Three (3) residential accessory buildings

Doug Ingram, 3265 Old Route 122

Jim Zeh, 3930 Lytle Rd.

Greater Dayton Construction, 8061 Cierra Way

Two (s) single family dwellings

Ellis Custom Homes, 8392 Twin Creek Dr.

Holiday Homes, 9245 Bellbrook Rd.

One (1) swimming pool

Michael Hershner, 8461 Lytle Trails

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One (1) added square footage for billboard\* addendum to previously issued permit  
Justin Powell, 3119 E. State Route 73

Ms. Hartsock related that the next **CAC** is scheduled for August 10 due to scheduled RPC Staff vacation. [This date was later amended to the 17<sup>th</sup>.]

She went on to state that on the 27<sup>th</sup>, the staff had met with Rhonda Painter, Spring Valley Township Zoning Inspector at the suggestion of the OEPA. Ms. Painter provided insight into Spring Valley and Xenia Township's relationships with gravel pit operations and the communities' efforts to protect water resources in environmentally sensitive areas. As a result, we now have enough input to comfortably revise a technically dense area of Wayne Township's Zoning Code (Art. II, Ch. 4: aquifer recharge and well-head protection overlays).

Art. II (Ch. 1-3) (with staff comments and executive summaries) have been submitted to the prosecutor's office for legal review (Ch. 4 see above and Ch. 5 Planned Unit Developments still needs a little additional tweaking).

Art. I is still anticipated to be ready for the public hearing stage by the next Trustees meeting.

An engineering firm has submitted the first step of proposing a new 310' **communications tower** (requirement under National Historic Preservation Act to ensure any proposed activity will not interfere with any historically significant sites). The location is identified as 3632 N. SR 42. Ms. Hartsock will provide further detail and guidance as plans are received.

Regarding **violations/nuisances**: 3076 Lytle Rd.: aka "Lytle Hall" will be discussed next Tuesday with the Prosecutor's Office; a call was received regarding 5606 Corwin Rd. about excessive garbage accumulating at curb. The Health Dept. has been contacted, but she has not received word back yet.

### ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

Regarding the plans for a new **Fire Station**, a preliminary meeting with Waynesville Planning Commission was arranged last Wednesday. The outcome of that was to schedule a Public Hearing for August 31<sup>st</sup> to consider the re-zoning of the subject property to (EU) Exceptional Use District.

Public announcements of contract for professional design services and request for qualifications are nearly complete and preparing to go out on August 8<sup>th</sup> with submittals due on September 12<sup>th</sup>.

Mr. Edwards will be getting with the property owner this week to extend the Township's offer for an additional 90 days as per the contract.

TRC Solutions has submitted a draft of their Environmental Phase I study on the property. He has reviewed it and resubmitted it for finalization. The draft is 247 pages long and is available for review by the Trustees.

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The Chenoweth Road, "**Windfield Estates**" subdivision Preliminary Plan was approved at last Thursday's RPC Executive Committee meeting with a change to the amount of right-of-way on the north end of lot #8 that abuts the undeveloped property to the east from about 100 feet to 170 feet. This will allow for more flexibility with regards to the location of the connector road location when that property is developed. The developer has also agreed to extend the driveways to the newly relocated road "Valdosta Way" for Lot #41 of Haines Meadows subdivision.

The community **Aggregation of Electric and Natural Gas ballot initiative** has been submitted to the Board of Elections. The Village of Waynesville is not going to put it on the ballot at this time. Mr. Edwards is working with the Village of Corwin to get an Ordinance passed next Monday and hopefully to the Board of Elections by August 10<sup>th</sup>.

There was discussion amongst the Trustees about how Trebel LLC would collectivize Wayne Township's rates with other communities across southwestern Ohio and the participation of the surrounding villages would not have a significant impact in Wayne Township's rates either way.

ODOT is working toward officially designating **US and State bike routes** throughout the State of Ohio. Mr. Edwards shared the proposed routes and supporting material specific to ODOT District 7 & 8 which contains 16 counties in southwest Ohio.

The only designated route through Wayne Township will be along the Little Miami Bike Trail.

ODOT will be paying for the initial signage installation with the maintenance then falling on the local jurisdiction.

We have worked with Massie Township to jointly apply **Reclamite**®, an asphalt rejuvenating material, to help prolong the life of the recently paved roads of O'Neill and Gard in our respective townships.

These roads were widened and paved in 2012 with an OPWC grant. We also included the section of Waynesville/Middletown Road that was paved in 2015 under the OPWC grant for Streambank Stabilization and Road Relocation. "Pavement Technology, Inc." submitted a quote that fits within the amount budgeted by both townships for this project.

The Trustees discussed the effect of Reclamite® on striping roadways and the increased traffic on remote Township roads due to the temporary closure of Route 42. The need for safety being paramount was underscored.

Mr. Edwards continued by stating the Township received notification from **Ohio EPA** this week that it is now identified as being located within an urbanized area according to the 2010 Census and therefore the municipal separate storm sewer system (**MS4**) will come under the purview of the Clean Water Act's storm water permitting requirements. Mr. Edwards is aggressively educating himself on this process and working with Mr. Petty, from the Warren County Engineer's office to determine if we are eligible for an appeal or if we need to apply independently or become a Co-Permittee with another regulated MS4. He hopes to have better direction by the next meeting.

Mr. Edwards concluded by reminding all present of the "Movie in the Park" this Friday at 8:45.

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**OLD BUSINESS:**

**Seamless Docs:** Ms. Hartsock shared that Seamless Docs is offering a free year of limited service.

The merits and functionality of the service was discussed and it was agreed that it would be worth pursuing under the premise that no processes or work flows would be designed around the platform until its true value could be evaluated after the trial period.

**YMCA Corporate Membership:** Mr. Edwards shared his findings regarding a corporate membership to the YMCA. In order to qualify, 5 employees would need to participate and pay dues directly out of their checks or drafted automatically from personal bank accounts.

After gauging interest, it was determined that most employees are involved in other gyms or feel that the YMCA is simply too far of a distance to use regularly.

It was acknowledged as a worthwhile effort to promote employee wellness, but if the interest was not there, then it was not a viable pursuit.

**Movie in the Park:** Mr. Coffman shared his findings with the other Trustees regarding licensing fees and equipment rentals. The matter was discussed at length with the following decisions: a budget of \$1050 was acceptable; the target date would be moved to spring to allow for more planning; and a subcommittee of staff and Mr. Coffman was to be formed.

**NEW BUSINESS:**

**QUESTIONS OR CONCERNS REGARDING THE BILLS:** None.

**LEGISLATION:**

**RESOLUTION 2016-25 – A RESOLUTION APPROVING A QUOTE FROM “PAVEMENT TECHNOLOGY INC.” FOR THE USE OF “RECLAMITE ®” ASPHALT SEALING ON ROADS WITHIN WAYNE TOWNSHIP**

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. Patrick – yea. The resolution was therefore adopted the 2<sup>nd</sup> day of August 2016.

**RESOLUTION 2016-26 – APPROVING A PUBLIC ANNOUNCEMENT OF A CONTRACT FOR PROFESSIONAL DESIGN SERVICES AND REQUEST FOR QUALIFICATIONS FOR BUILDING OF A NEW FIRE STATION**

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. Patrick – yea. The resolution was therefore adopted the 2<sup>nd</sup> day of August 2016.

**CORRESPONDENCE: Federal Communications Commission:** Informal Notice of Section 106 Filings

**WORK SESSION:** None

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**EXECUTIVE SESSION:** Pursuant to O.R.C. 121.22 (G)(1) Mr. Foley motioned to enter executive session at 8:47 to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official. The motion passed unanimously. Mr. Patrick seconded the motion.

The Board returned to regular session at 8:55 p.m. with no action taken.

Being no further business, Mr. Coffman motioned to **adjourn the meeting** at 8:56 pm. The motion was seconded by Mr. Patrick. The motion passed by unanimous vote.

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President, Board of Trustees

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Fiscal Officer