

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD NOVEMBER 15, 2016**

Mr. Coffman called the meeting to order at 7:02 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; Zoning Inspector and Asst. to the Administrator, Erin Hartsock; and Fiscal Officer, Darrell Coffman.

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

Mr. Coffman welcomed those in attendance.

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

CITIZEN’S COMMENTS: None.

Mr. Patrick motioned to **approve the Minutes** of the November 1st regular public meeting. Mr. Foley seconded the motion. Upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea, Mr. Foley – yea, Patrick – yea.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

The excess equipment sent to **Govdeals.com** for auction did very well.

<u>Item description</u>	<u>sale amount</u>
Set of nine (9) tires and wheels:	\$202
Aeroil Tar Kettle	\$701
Fuel Tanks	\$176
JD Flail mower	\$855
1999 GMC Sierra (ton truck)	\$6,975

Annual **culvert inventory** is complete. Several “issues” were identified and addressed.

The **Crack sealer/melter** has not made it back from the service center yet. Mr. Camery will keep the Board and administration apprised of purchase negotiations.

Mr. Patrick inquired about the potential to rent out the equipment as a means of recouping purchase costs. Mr. Camery explained that equipment is typically shared or bartered between other entities. However, the possibility will be kept in mind.

Henderson Manufacturing is running behind on the **F-550** due to workforce issues. It is anticipated to be complete by the end of the month. Mr. Camery will be going to Bucyrus Friday for a pre-completion inspection. All other plows are ready for service with the exception of the spreader on Mr. Camery’s truck.

He concluded by sharing that the Department is at **100% equipment availability**.

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FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

There was a **Large Loss fire** November 8th on Windfield Way. The cause is still under investigation. Damages are anticipated to be between \$275,000 and \$300,000.

The Ohio State Patrol finished the personal vehicle inspections.

AFG Grant has been submitted for 24 SCBAs, 20 spare masks, 24 spare cylinders, 2 RIT packs and Breathing Air Compressor with Fill Station for a total of \$264,000. He stated that the packs will reach the end of their usable life next year.

The lights for Rescue 91 have been completely converted to LED.

Chief Scherer concluded by stating that he is still working on manpower issues with Deputy Chiefs Cox and Wainscott.

Mr. Foley inquired about the Department's response to the Winfield Way fire. **Mr. Scherer**, stated that a squad had just departed to transport a patient to the hospital when the call came in however, there were enough firefighters to arrive on the scene within two (2) minutes of receiving the call. Mutual Aid also provided additional support.

Mr. Foley reiterated his desire to have the Department identify a solution to the staffing issues.

Mr. Patrick inquired about the outcomes from the last Officers' meeting. **Mr. Scherer** stated that the potential to bring on part-time positions would alleviate the staffing shortfalls, but would also likely lead to diminished volunteer numbers.

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported on the following:

She and RPC met with legal counsel, on Tuesday. A great deal of the **Zoning Code revisions** were vetted, however additional meetings will be needed, however there is no anticipated change in target date of early January to have a final draft.

She went on the share that Bart Goodwin has respectfully **resigned from the Zoning Commission** due to schedule constraints. The Zoning Commission currently has two (2) active alternates: Art Carney and Les Spence. She recommended waiting until new Code is adopted before replacing the vacancy.

Regarding **violations**, 8648 Compton Rd., Ms. Hartsock is coordinating a site visit this week to document clean-up status. And 9822 Sandy Run, she is confirming date for removal of carport.

Recently amended language to ORC 519.21(D) (9/8/2016) as a result of **HB 523** enables Townships to prohibit marijuana cultivators, processors, or dispensaries from being located in the unincorporated territory of the township-or they can be regulated as businesses and taxed accordingly as they are exempt from CAUV shelter. After discussion of the issue, it was determined that a resolution would be drafted for the December 6th meeting prohibiting the location of any and all such businesses in the unincorporated areas of Wayne Township.

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Ms. Hartsock related that she has become aware of weaknesses in the current **billboard** zoning standards. No structure can exceed 35' in Wayne Township, however it is unclear where to measure the height from. Depending on the terrain and/or grade of a site, the structure may be considerably lower and might be a visibility hazard for motorists.

Mr. Patrick requested that staff contact Waynesville Pharmacy to see if the advertising on the billboard on 73 and Township Line had improved business.

After discussing the ambiguities and the potential impacts to safety, **Mr. Foley** motioned to withhold further permits for billboards pending the outcome of a needed study on visibility and height regulations that caused concerns on a recent project. **Mr. Coffman** seconded the motion. Motion carried by unanimous vote.

Regarding failing **windows** at the Administration Building, Ms. Hartsock shared a quote for \$8,016 to replace: 10-left hinged sashes; 7-right hinged sashes; 2-quarter turn windows; 1-three panel arched window; stain matching; and installation. While no warranty information has been received in writing, it was shared with her that the warranty period would not be reset. Mr. Foley motioned to accept the quote and proceed with replacing the damaged windows. Mr. **Patrick** seconded the motion. Motion passed unanimously.

Ms. Hartsock concluded by sharing that she will be attending **Safety Council** this Friday.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

Mr. Edwards related that he is in the process of negotiating a contractual agreement for Design Services for the Wayne Township **Fire Station No. 2** project with KZF Design, Inc.

Discussion of the negotiations occurred as well as options moving forward if an agreement cannot be reached.

November 1st was the deadline for **SOQ submittals** for the Construction Manager at Risk. We have received four (4) submittals from the following firms: Robertson Construction, Thomas & Marker Construction, Schueler Group, Turner Construction and Special Project Division.

He is also working on getting all required documents signed and notarized for the closing for property purchased.

No response received regarding **OEPA MS4** waiver request.

On Tuesday, November 8th the ballot issue for Wayne Township **Aggregation** for Electric and Natural Gas was presented in the Presidential General Election and passed with a 60% "For" and 40% "Against". We will now begin our plan of operation and governance.

As statutorily required in ORC Sections 4928.20(C) and 4929.26(C), we have advertised for two consecutive weeks for two Public Hearings for Wayne Township's Electric and Natural Gas Aggregation Plan of Operation and Governance.

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The Wayne Township Electric Power and Natural Gas Aggregation Plans of Operation and Governance describe the policies and procedures by which Wayne Township will carry out township electric and natural gas aggregation programs, including those policies and procedures relating to rates and customer service.

The first public meeting will be held on Wednesday, November 30 at 1:00 p.m., and the second public meeting will be held on Tuesday December 6 at 5:30 p.m. Both meetings will take place at the Wayne Township Hearing Room at 6050 N. Clarksville Rd., Waynesville, OH 45068. The Village of Corwin will be holding their Public hearings in conjunction with ours on the same dates and times.

Where the Warren County Engineer has in the past performed all of the **highway right-of-way permits** for townships, it is now necessary to determine if we want to take on this process our self or continue on with using the County Engineer's means, experience and established record system to review and issue permits, inspect construction and approve restoration within the highway system. We may still set up application for Permitting and Posting Bonds in the future if we feel there is a need. Mr. Tunison recommends this consideration if we see projects that would exceed 100 feet in length for major excavation, such as waterline installations.

Mr. Edwards shared a new **street lighting proposal** and need for public hearing to create a lighting district for the Windfield Estates subdivision.

OLD BUSINESS:

OHIO OPEN CHECKBOOK:

Discussion of the appropriateness of posting individual employee wages was had. After which, **Mr. Patrick** motioned to participate in Ohio Open Checkbook program. The motion was seconded by **Mr. Coffman** with a resulting vote as follows: Mr. Patrick—yea; Mr. Coffman—yea; Mr. Foley—Nay. The motion carried with a majority vote.

NEW BUSINESS:

QUESTIONS OR CONCERNS REGARDING THE BILLS: None.

LEGISLATION:

RESOLUTION 2016-40 ELECTING TWO REPRESENTATIVES FOR WAYNE TOWNSHIP TO THE VOLUNTEER FIRE FIGHTERS' DEPENDENTS FUND BOARD FOR THE YEAR 2017

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, Patrick – yea, Mr. Foley – yea. The resolution was therefore adopted the 15th day of November 2016.

RESOLUTION 2016-41 AUTHORIZING THE WAYNE TOWNSHIP ADMINISTRATOR TO SIGN AND EXECUTE ADDENDUM NO. 3 TO PURCHASE REAL ESTATE ON BEHALF OF THE BOARD OF TRUSTEES

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, Patrick – yea, Mr. Foley – yea. The resolution was therefore adopted the 15th day of November 2016.

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**RESOLUTION 2016-42 AUTHORIZING THE WARREN COUNTY ENGINEER TO ISSUE AND ADMINISTER
HIGHWAY RIGHT-OF-WAY PERMITS ON TOWNSHIP MAINTAINED ROADS OF WAYNE TOWNSHIP**

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, Patrick – yea, Mr. Foley – yea. The resolution was therefore adopted the 15th day of November 2016.

OPERS PARTICIPATION FOR WAYNE TOWNSHIP FIRE DEPARTMENT EMPLOYEES:

Fiscal Officer, Mr. Coffman shared that the pay schedule for five (5) Wayne Township Fire Fighters would need to be adjusted to monthly rather than the annual standard as a result of OPERS requirements.

WORK SESSION: None.

CORRESPONDENCE:

Ernst Concrete: Notice of price increase

Dale Bowman 5th Annual Memorial Dinner: Invitation to Donation Dinner

EXECUTIVE SESSION: None

Being no further business, Mr. Coffman motioned to **adjourn the meeting** at 8:37 pm. The motion was seconded by Mr. Patrick. The motion passed by unanimous vote.

President, Board of Trustees