

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD AUGUST 15, 2017

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. Administrator, Erin Hartsock; and Fiscal Officer, Darrell Coffman.

The following *residents and guests* were also present: Gary Breeze, Tom Duerr, Andy Jacobs, Joe Garrett and MJ Walling.

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

Mr. Patrick motioned to **approve the Minutes of August 1<sup>st</sup>** meeting. Mr. Coffman seconded the motion. Upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea, Mr. Foley – yea, Mr. Patrick - yea.

## **CITIZENS' COMMENTS: None**

Guest speaker, **Matt Nolan**, Warren County Auditor was not present.

Mr. Coffman opened the floor to guest **Joe Garrett** from Trebel LLC. Mr. Garrett provided handouts on the two best bids received regarding the community aggregation initiative for natural gas. He answered questions regarding **natural gas aggregation** and explained the difference in the factors affecting prices for natural gas from electricity.

He briefly expanded on the strengths and weaknesses of each bid and recommended the acceptance of **Volunteer Energy's** bid.

Having no further questions from the Trustees, Mr. Coffman **motioned to accept the bid from Volunteer Energy** without stating a fixed savings percentage over Vectren's standard rate. Mr. Patrick seconded the motion. Motion passed by unanimous vote.

## **DEPARTMENT REPORTS:**

### **ROAD DEPARTMENT:**

Road Department Supervisor, Scott Camery reported as follows:

Henderson Products will be picking up the White International this week for its **retro-fit upgrade**. It is anticipated to take 2-3 weeks for the work to be completed.

The 3<sup>rd</sup> round of **mowing** has been completed.

One round of **bushwhacking** has been completed, but a few touch-ups are still needed. These will be addressed as the schedule permits.

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The **Chip-seal** bids have been received and opened. They came in at a reasonable price. Mr. Camery and Mr. Edwards discussed and analyzed the purposed list of roads and prepared a recommendation for the board to consider.

**Crack-sealing** began this week. Work began on Corwin Rd.

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

### **FIRE DEPARTMENT:**

Fire Chief, Paul Scherer reported on the following:

A **BWC Grant** requesting 50 sets of hoods and gloves totaling just under \$8000 was submitted.

All the **inspections** have been completed at the school. Now he is awaiting the items identified to be addressed.

The **AC compressor** at the Fire Station needs service. Repairs are in progress. Parts are still available for the unit. The Repair will cost approximately \$900 for parts plus labor.

Two **MDCs have touch screens** that have quit working. He provided a quote to replace them along with a plan to rotate the EPCR units to MDC and use new ones as EPCR as the existing ones are showing lots of wear.

Mr. Patrick **motioned to approve the purchase and corresponding rotation plan**. Mr. Foley seconded the motion. Motion passed by unanimous vote.

Chief Scherer shared that he would like to move **Mr. James Butler to part-time every 3<sup>rd</sup> day rotation**. He has been very helpful with equipment and tool maintenance. Additionally, he is a Fire & EMS Instructor, Fire Safety Inspector, FF2/Medic and a Fire Investigator. He has also held some pump trainings on his days at the station and has expressed interest in starting EMS training sessions as well.

Mr. Foley **motioned to accept Mr. James Butler to part-time every 3<sup>rd</sup> day rotation**. Mr. Coffman seconded the motion. Motion passed by unanimous vote.

Chief Scherer discussed that Matt Frye recently obtained his EMT certification and wanted to discuss reimbursement for his courses.

After lengthy discussion regarding the reimbursement policy, Mr. Patrick expressed the desire to **cap the reimbursement rates in the future**. Mr. Patrick went on to motion to **approve the reimbursement as requested by Chief Scherer for Matt Frye's EMS certification**. Mr. Foley seconded the motion. Motion passed by unanimous vote.

Chief Scherer continued on to discuss the **Volunteer Fire Department Applications Policy**. After discussing the matter, Mr. Patrick stated that he is in agreement with the Chief's recommended changes, however further discussion led to more questions from the other Trustees and Administrator.

Staff will provide revisions based on feedback at the next meeting.

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Chief Scherer concluded by sharing that **two more applicants** were interviewed. Both applicants show initial promise to be viable candidates.

### ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported on the following:

Ms. Hartsock stated that she had received interest from a realtor regarding the potential to use **Lytle Trails lot#27** to erect a residential storage structure. Ms. Hartsock explained that this MAY be allowable if a variance were approved by the Board of Zoning Appeals and be in conformance with the deed restrictions, however the value of the property would likely be diminished. The Trustees did not wish to pursue this offer at this time.

She further discussed that one of the three properties in Lytle Trails identified by the Warren County Engineers' Office as having the most impact on storm drainage issues has sold. The attempt to reconnect with the property owners in an attempt to address the drainage concerns may be warranted in the coming months.

Ms. Hartsock shared an update on a few recent **violations** and/or **nuisances**:

-8263 *Township Line Rd.* is now under the control of the mortgage holder. It is now bank-owned and they are subsequently maintaining it.

-7859 *Carter Rd.* is now in compliance.

-SS *Marina* erected a temporary sign without a permit in the right-of-way in the Miami Cemetery property. Ms. Hartsock has spoken with the owner and the sign will be removed in the coming days.

Mr. **Tom Duerr** spoke out about the mowing needs of a vacant church adjacent to his property. He asked if he could mow the property. Ms. Hartsock advised him that entering private property without the owners' permission is trespassing and beyond the scope of her position.

Ms. Hartsock concluded with discussion of the **Wayne Township News**. She stated she is requesting all content to be submitted by August 21 for copy editing.

She stated an open call for pictures from anyone present for possible inclusion in the publication.

She requested that the Trustees pass along the advertisers' sign-up sheet to any local businesses that may be interested in advertising in the periodical.

Finally, Ms. Hartsock shared the bids that were received for the production of the periodical. She recommended approval of the bid submitted by **Stacey Castle, a graphic design professional in the Middletown area**. Ms. Castle's bid was lower than the others received and she has experience in producing similar publications for local governmental entities.

Mr. Coffman **motioned to approve Ms. Castle's bid**. Mr. Foley seconded. The motion passed unanimously.

### ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

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Regarding **Fire Station no. 2**, the replat of the lots is complete. The drawings are being circulated for comments and approval.

We should be at 80% DD (design drawings) today. This is the trigger point for GMP (guaranteed maximum price) for the Schueler Group (Construction Manager at Risk).

He hopes to be able to submit drawings to the Village of Waynesville this week for review.

Regarding **Chip-seal bids**, they were opened by WC Commissioners on August 8<sup>th</sup>. The low bidder was Miller-Mason Paving Co. The price came in lower than the engineers' estimate. The unit cost for Item 422 Single Chip Seal is \$1.21 per square yard. After some discussion with the Road Superintendent and the WC Engineer's office, we are recommending to perform the Alternate Bid along with all of the other roads. The Alternate takes in Fairfield and Morris roads. The rationale is that those residents will be driving over Corwin Road chip seal and we would rather do those two roads (Fairfield & Morris) at the same time instead of coming back next year.

We also are recommending to Not perform the edge-line stripes this year and only do the centerline stripes. We also have mentioned this to Jamie Gross of WC Engineer's office with no negative feedback. This Nonperformance will save us \$7,000, enough to be able to perform Fairfield and Morris chip seal with #9 crushed lime stone. We will bid the edge line stripping in 2018 as part of the Warren County Striping program. This will give us polyester edge lines at about the same pricing as the latex striping that is bid with the chip seal program. Polyester stripes last about twice as long and they will be put on after all of the loose stone is gone and the plows have worn some of the sharp edges of the stone down.

Mr. Foley stated that he was in favor of waiting until the spring to receive a better quality striping product.

Regarding **Energy Aggregation**, all participants should see the new aggregation rates on this month's bills. We have already been fielding several calls. He believes that Trebel LLC and the Township's website have done well in communicating needed information to residents.

Direction on health insurance should be evident coming out of today's vote. We will have probably three options. Mr. Edwards shared that **OPEC-HC** has until 8/31 to vote to stay with current health care or return to the Jefferson Health plan. Each has risks and benefits as the consortium is looking at a \$6000/ employee deficit.

**Mr. Edwards concluded by reminding all present that the** Lions Club was meeting on Oct. 10<sup>th</sup>. They invited the Trustees to attend a dinner at this meeting. Mr. Coffman and Mr. Patrick will be attending.

### OLD BUSINESS:

Mr. Patrick contacted Apple Plumbing to look at a **commode in the women's restroom operated by ODNR in Corwin** on the Bike Trail. They have not been back in touch, so he reached out to Mitchell's Plumbing, who is coordinating the repairs presently.

Mr. Edwards shared that he has negotiated a matching rate for **propane** from the lowest of the other quotes. Collett will remain our provider and we won't have to switch out tanks and accessories.

### NEW BUSINESS:

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HELD AUGUST 15, 2017**

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

**Legislation:**

**RESOLUTION 2017-45 A RESOLUTION LEVYING A SPECIAL ASSESSMENT ON LANDS IN WAYNE TOWNSHIP FOR STREET LIGHTING DISTRICT**

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; Mr. Foley – yea. The resolution was therefore adopted the 15<sup>th</sup> day of September 2017.

**RESOLUTION 2017-46 A RESOLUTION AUTHORIZING THE WARREN COUNTY REGIONAL PLANNING COMMISSION STAFF TO REVIEW AND UPDATE THE 2020 CENSUS LOCAL UPDATE OF CENSUS ADDRESSES FOR WAYNE TOWNSHIP**

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. Patrick – yea; Mr. Foley – yea. The resolution was therefore adopted the 15<sup>th</sup> day of September 2017.

**Other**

Chief Scherer inquired if **new hires** should be **approved by resolution**. Ms. Hartsock responded that for tracking and record keeping purposes, resolution format is preferable.

Chief Scherer went on to share a **new applicant for consideration**. **Erica Vitale** is available evenings and weekends, passed all screenings and tests. She left Massie Township FD over 3 months ago.

After a brief discussion, Mr. Coffman **motioned to approve the applicant**. Mr. Patrick seconded the motion. The motion was approved by unanimous vote.

**CORRESPONDENCE:** None

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

Being no further business, the Mr. Coffman motioned to adjourn at 8:41 pm. Mr. Foley seconded the motion. The motion passed with a unanimous vote.

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President, Board of Trustees