

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD JANUARY 16, 2018

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; Zoning Inspector and Asst. Administrator, Erin Hartsock; and Fiscal Officer, Darrell Coffman.

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

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

Mr. Patrick motioned to **approve the Minutes of the January 2<sup>nd</sup>** 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 – abstain.

**CITIZENS' COMMENTS:** Mr. Gary Breeze stated his displeasure with leaky water haulers creating ice hazards on the roadways with leaky water tanks. He urged the Township to discuss policing the water station with the Village of Waynesville.

## **DEPARTMENT REPORTS:**

### **ROAD DEPARTMENT:**

Road Department Supervisor, Scott Camery was not present following a major snow event. The Road Department report was covered in the Administrator's report.

### **FIRE DEPARTMENT:**

Fire Chief, Paul Scherer reported as follows:

Vogelpohl repaired the 1994 Seagrave and it has subsequently passed all tests performed on January 8<sup>th</sup>.

On January 10<sup>th</sup> all the **SCBAs were tested and recertified**. Even though they are all approaching end of life (January 2019) the recertification protects the township from liability risk.

A **pager was lost** in the snow recently. Chief Scherer has ordered a replacement.

An Officers' Written Exam was conducted on Wednesday January 3<sup>rd</sup> as part of the candidate selection for promotion. Other sections of the promotion process have been completed. Scores were shared.

Chief Scherer **recommended to promote the following individuals as follows effective February 1:**

**Matt Mumma EMS Lt.**

**Melissa Lamb EMS Lt.**

**Chad White Fire Lt.**

There was discussion of how the components of the promotion evaluation elements were weighted and how the candidates scored.

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**Mr. Patrick** inquired if all were Wayne Township Residents. Chief Scherer responded affirmatively, with the exception of Mr. White, who lives just outside the township boundaries.

**Mr. Foley** inquired of the candidates' capability to lead the department forward. Chief Scherer responded that he was confident all would perform well.

*See legislation for formal approval.*

Chief Scherer shared that he asked the department members what equipment that they could use to do their job better that they did not currently have. The response was a power stair-chair. Quotes were shared.

Mr. Coffman **motioned to approve the purchase of a power stair chair** from Sterno in the amount of \$5262.88. Mr. Foley seconded the motion. The motion carried by unanimous vote.

We have **received 20 sets of fire gear** and other 6 should be in about a week.

**Letters for lack of attendance** have been prepared for inactive volunteers of WTFD. There was discussion that the expense for equipment and gear that the Township shoulders is hard to justify when a member is inactive. The Trustees did not want to lose any members, but also hoped that the letters would serve to reengage some of the members.

Chief Scherer shared that they were bringing on a **new part-time member, Tim Salas**. He is a full-time Clearcreek Township paramedic and will be picking up shifts in Wayne Township as his schedule allows.

Finally, Chief Scherer shared an **itemized summary of activity Wayne Township Fire Department has responded to in Massie Township** from 01/8-01/13/2018.

**Mr. Foley** inquired about the status of a contract with Massie Township. **Mr. Edwards** stated that he recommended sending a bill in February or submitting a draft contract at that time if we have not had a response from their Board.

**Mr. Edwards** went on to say that Massie was holding a special meeting at the present time to discuss their fire department operations.

### **ZONING DEPARTMENT:**

Zoning Inspector, Erin Hartsock reported on the following:

As instructed by the Trustees, Ms. Hartsock requested a **legal opinion** regarding any legal weaknesses in **section 2.505.2 of the Wayne Township Zoning Code** immediately following last Trustees' Meeting. The response from Mr. Nice of the Prosecutor's Office was shared.

The uses in a PUD are intended to be vague. The PUD, by its nature is voluntary and provides for flexibility where needed for certain developments.

*...The review criteria of a PUD ensures that the land use within the PUD is not contrary to the comp plan, public health, safety, minimizing impacts on surrounding properties etc. This mitigates the unwanted impact on adjacent property owners.*

*So, it is those measures in article one of your zoning code that narrows down the scope of any proposed PUD, and within that legislative process the Board of Township Trustees may deny PUD applications, or deny certain proposed uses, or place conditions on them, and as long as this process*

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*is done in accordance with the Wayne Township Zoning Code [1.309], and the corresponding ORC provisions, in a non-discriminatory manner, I am not concerned that this sentence or your overall PUD legislation creates any unusual liability risks for the trustees.*

Regarding the **Wayne Township News** Magazine, the spring edition is moving forward. Advertisement space is nearly sold out, with a bit of available space for business card sized ads. She asked the Trustees to please think about any content they would like to see in a Trustee's page. The theme is nature with specific attention to the Little Miami River and its watershed/tributaries.

She shared that the distribution target is later March/early April so as to provide ample time to get word out about the Recycle Rally (tentatively confirmed for April 28<sup>th</sup>).

She provided a rough list of content and/or content contributors.

### **ADMINISTRATOR REPORT:**

Administrator, Donald Edwards reported the following:

Regarding **Fire Station No. 2**, the Construction Drawings, Specifications and Civil Engineering Calculations have been completed. The Schueler Group is now working on GMP and bidding process.

Mr. Foley inquired about the current timeline for completion.

Mr. Edwards stated that the construction manager wanted to put a two week time period on the bids. Mr. Edwards is advocating for a lengthier period so as to gain a larger pool of bids to choose from. Even with the bidding period in the air, the plan is to be under roof by November 2018.

With regards to the **Fire Levy Renewal**, the paperwork still needs to be filed with the Board of Elections. Ms. Hartsock will file the paperwork on Wednesday while at the County on other business.

Mr. Edwards reported on the **Road Department's activities** in Mr. Camery's absence. There have been several snow events in the last couple of weeks along with wind and sub-zero temperatures. Scott and his crew have managed to keep things going despite numerous challenges.

**Several pieces of aging equipment have** failed due to harsh conditions, heavy use and age including the hot water pressure washer, an air compressor, the fuel pump on the diesel supply tank and a spinner hose on the 2008 International.

All trucks were having **minor maintenance issues** and parts were ordered today and repairs have been started, however at this point, all equipment is still in service.

**Mr. Patrick** stated that while he has heard complaints regarding other jurisdictions, he has heard no complaints regarding Wayne Township's roads.

Mr. Edwards thanked the Trustees for approving the addition of Roger Wainscott onto the department. His presence allows for the crews to run 4 trucks at a time, cutting the time between rounds down an hour or more, which equates to less time for snow and ice to accumulate on any given street in-between treatments. He also gave praise to the new F550 for its speedy performance in subdivision streets.

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The **Lions Club** performed their semi-annual cleaning of the building last Saturday. The group was thanked for their service.

Mr. Edwards shared the annual **ODOT Mileage Certification**. The Township currently has 43.154 miles of township maintained roads.

**He concluded with the following miscellaneous updates:**

The VFIS application has been filed for 2018; the OBWC 300 AP report has been completed and sent in; he will be completing the online Census Boundary Survey; the OTA Conference Reservations have been made and he received payment on graphics replacement for the Expedition.

**OLD BUSINESS:** covered in department reports

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2018-06 A RESOLUTION TP APPROVE THE ACCEPTANCE AND HIRING OF TIM R. SALAS TO THE WAYNE TOWNSHIP FIRE DEPARTMENT AS A PART-TIME FIREFIGHTER/PARAMEDIC**

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. Patrick – yea; Mr. Foley – yea. The resolution was therefore adopted the 16<sup>th</sup> day of January 2018.

**RESOLUTION 2018-07 A RESOLUTION TO APPROVE THE APPOINTMENT AND PROMOTIONS OF MATT MUMMA TO EMS LT; MELISSA LAMB TO EMS LT; AND CHAD WHITE TO FIRE LT. TO FILL VACANCIES IN THE FIRE DEPARTMENT ORGANIZATIONAL STRUCTURE**

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. Patrick – yea; Mr. Foley – yea. The resolution was therefore adopted the 16<sup>th</sup> day of January 2018.

**CORRESPONDENCE:**

- **Warren County Combined Health District:** Quarterly News and Information
- **Warren County Combined Health District:** Monthly Newsletter

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

Being no further business, Mr. Coffman motioned to adjourn at 7:49 pm. Mr. Foley seconded the motion. The motion passed with a unanimous vote.

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President, Board of Trustees