

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JANUARY 22, 2019**

Mr. Patrick called the meeting to order at 7:00 pm.

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

The following staff were present: Administrator, Donald Edwards; Roads Supervisor, Scott Camery; Fire Chief, Paul Scherer; Zoning Inspector, Erin Hartsock; and Fiscal Officer, Darrell Coffman

The following residents were present: Gary Breeze, George Cherryholmes, Tom Duerr and John Federle.

Mr. Patrick led all present in the **pledge of allegiance to the flag.**

Mr. Coffman motioned to **approve the Minutes of the January 8th** 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.

CITIZENS' COMMENTS:

Mr. Tom Duerr inquired if he is permitted to record the public meetings. Mr. Patrick informed him he may record as he wants. Mr. Duerr further stated that he hoped the Trustees will consider video and audio recording meetings. Mr. Patrick stated that they may revisit that issue.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

With current weather events such as they have been, Mr. Camery had no report other than his department has been contending with numerous **inclement weather events.**

Mr. Patrick shared that he had heard numerous compliments regarding the condition of Township roads. He further inquired about the performance of **Beet-Heet.**

Mr. Camery reported that he was a little dissatisfied with the performance during the last event, but the volume of rain that preceded a dramatic temperature drop did not allow for the product to be administered in a preventative manner.

FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

The new **SCBAs** are in service.

He received a close out of **State EMS grant.**

He plans on starting yearly **protocol trainings** next week.

Having moved from the area, Kara and Kris Woodward have both **resigned.** They stated stating that they need to cut back due to life changes and stated they will be sending resignation letters, but none have been received to date.

The respirator fit tester that we share with Clearcreek Township Fire Department is at end of life. Clearcreek Township would like to share the cost of replacement with Wayne Township. He provided the following cost estimates:

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Replacement cost (total): \$11,300

Life span 10 to 15 yrs.

5 year warranty

5 years pre-paid calibrations

(6th year will begin an \$800/year calibration fee)

Partnering with Clearcreek (reduce costs by half): \$5,650

(6th year will begin an \$400/year calibration fee)

Cost to **contract out** fit testing with Warren Fire:

50 X \$54.26 per person = \$2,713/year

Cumulative cost after 5 years = \$13,565

Josh Patrick and Pat Foley stated that the partnership made financial sense after affirming that was Chief Scherer's recommendation.

Mr. Coffman **motioned to approve the sharing of costs with Clearcreek Township as provided concerning the replacement of the in-house fit tester.** Mr. Patrick seconded the motion. The motion carried with unanimous support.

New Member (see legislation)

DC Wainscott is working to **update yearly Drivers Training** which will start in 2 weeks

Parts for the **2010 Seagrave** were very recently obtained. The vehicle was removed from cold storage at

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported as follows:

Four (4) permits were issued in December as follows:

- 2 Single family dwellings: 8021 Carter Rd., Ellis Custom Homes; and 9313 Bellbrook Rd., Nick Peth Builders
- 1 Residential Addition: 8659 Cedar Hill Rd., Mike Benton
- 1 Commercial Structure: 7392 E SR 73, KRF Holdings LLC

She provided an updated schedule for the **Marcum violation** case.

She shared that an alternate position will be opening up in the **immediate future for a position on the Zoning Commission.** She reminded the Board of Michael Rubiera's application for review, which was received in the fall of 2018.

She shared that she had another **EIFS quote** appointment that afternoon. As soon as the internet is back up and operational, she anticipates having another quote from which to choose from.

She concluded by sharing that DC Cox installed a few **trial VOIP phones** in the Administrative offices on Monday. All seems to be working well with them, provided the internet is functioning.

She then provided a **2018 summary report** of permitted issued and trends since 2008.

ADMINISTRATOR REPORT:

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Administrator, Donald Edwards reported on the following:

Regarding Fire Station No. 2:

Miter Masonry is topping out the third floor and preparing for Evers to set the steel for the west hip roofline. The "tan" brick is due to be delivered any day now and they will start the lower coursing.

Steel deck pan is going up for roof on the apparatus bay side.

Light gauge framing is scheduled to be coordinated with roofing and interior decking.

Most of interior finishes have been selected except for interior paint and window trim.

Concerning the Village of Waynesville:

The **bay door signage** has been submitted for a **variance**. No date on Variance Hearing yet.

A **waterline meeting** is scheduled for January 24th. He has not heard anything back from Tri-Tech Engineering after a pre-meeting work-session.

He went on to say that he is continuing to work on funding for **road maintenance**. As we put together this year's bid programs to go through the WC Engineer's Office (due by the end of January), we will focus on an extended maintenance and paving needs program.

He reminded all officials and staff that annual OTA Winter Conference reservations were due by Friday the 11th. All provided their intended schedules to Mr. Edwards.

He noted that **Lower Springboro Road will be closed** the last two weeks of January for a county waterline installation.

He further noted that **phase three** of the **Warren County waterline** began Monday on Corwin Road. The anticipated timeline completes the project near the end of March.

Major Arrasmith is scheduled to be at our meeting on March 5th to provide the **Warren County Drug Task Force's annual report**.

Driver's License abstracts are complete. All employees are eligible for coverage.

DC Cox installed trial **VOIP phones in administrative offices**. The goal is to "go live" by the end of the week. The new phones will be more user friendly, especially when retrieving voice mails remotely. Additionally, he noted that the standard greeting when calling into the offices will be different in that DC Cox will first greet callers and direct them to options to reach the Fire department or Administration Building. After which, the familiar greeting directing callers to various extensions will play. The system will be equipped to switch back to the former phone system should the internet not be reliable.

He concluded by sharing that he inspected all the **township street lights** and noted any maintenance needed. He will report all to Miami Valley Lighting for repair.

OLD BUSINESS: No updates

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

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Legislation:

RESOLUTION 2019-01 A RESOLUTION APPOINTING WAYNE TOWNSHIP OFFICERS AND REPRESENTATIVES FOR THE YEAR 2019

Mr. Coffman motioned to adopt the 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 8th of January 2019.

RESOLUTION 2019-02 A RESOLUTION AUTHORIZING TOWNSHIP OFFICIALS TO ATTEND LOCAL, STATE, AND NATIONAL CONFERENCES AND AUTHORIZING REIMBURSEMENT PAYMENTS FOR EXPENSES INCURRED WHILE ATTENDING THOSE MEETINGS FOR 2019

Mr. Foley motioned to adopt the 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 8th of January 2019.

RESOLUTION 2019-03 A RESOLUTION APPROVING PAYMENT OF COUNTY AND STATE ASSOCIATION DUES FROM THE GENERAL FUND FOR THE YEAR 2019

Mr. Foley motioned to adopt the resolution. Mr. Coffman 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 8th of January 2019.

RESOLUTION 2019-04 A RESOLUTION TO SET THE ANNUAL SALARY OF THE TOWNSHIP TRUSTEES AS PERMITTED AND DETERMINED BY O.R.C. 505.24

Mr. Foley motioned to adopt the resolution. Mr. Coffman 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 8th of January 2019.

RESOLUTION 2019-05 A RESOLUTION APPROVING UPDATES TO THE WAYNE TOWNSHIP FIRE DEPARTMENT S.O.P. FOR THE PAYROLL SCHEDULE

Mr. Coffman motioned to adopt the 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 8th of January 2019.

CORRESPONDENCE:

Warren County Safety Council: BWC performance rebate

Warren County Engineer's Office: Invitation to participate in the 2019 Combined County and Township Annual Resurfacing, Chip Seal and Striping Projects

WORK SESSION: None

EXECUTIVE SESSION: None

ADJOURNMENT: With no further business, Mr. Foley moved to adjourn at 7:30 p.m. Mr. Coffman second the motion. The motion passed with a unanimous vote.