

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
HELD SEPTEMBER 4, 2018**

Mr. 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; Roads Supervisor, Scott Camery; Fire Chief, Paul Scherer; and Fiscal Officer, Darrell Coffman.

The following *residents* were also present: George Cherryholmes, Tom Duerr, John and Sherry Federle, Pat Davidson, and Dean Fowler.

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

Mr. Patrick motioned to **approve the Minutes of the August 21<sup>st</sup>** 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:** None

**DEPARTMENT REPORTS:**

**ROAD DEPARTMENT:**

Road Department Supervisor, Scott Camery reported as follows:

In preparation for the **2018 chip-seal program** we have started the 4<sup>th</sup> round of mowing. Additionally 974 tons of #8 gravel has been delivered to the road garage.

We are still moving “**spoil dirt**” from the firehouse lot.

I will be attending the walk through inspection ahead of accepting the new portion of Carter Dr. for **Hidden Trails subdivision** on the 26<sup>th</sup> of September.

**Bushwhacking** is nearing completion after an aggressive growing season.

Mr. Camery concluded his report by stating that he is currently at **100 % equipment availability**.

**FIRE DEPARTMENT:**

Fire Chief, Paul Scherer reported as follows:

Monthly **activity reports** for August were previously distributed to the Trustees.

Ems runs for August	50
<u>Fire runs for August</u>	<u>10</u>
<b>Total runs for August</b>	<b>60</b>

Ems runs for 2018	561
<u>Fire runs for 2018</u>	<u>157</u>
<b>Total runs for 2018</b>	<b>718</b>

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Year-to-date totals are down 25 from 2017.

**2014 Expedition is back in service** and repairs are completed

Regarding Fire Station No. 2, DC Cox obtained a backup **email server**, a **server for the security camera system**, and an additional **server** for a **backup**. All work will be done in-house at a significant cost savings compared to contracting the work out.

Needed **SCBA equipment bid specs** are being advertised.

**Warren County Telecom has reprogrammed radios** again and we traded in 3 portables for new APEX portables with Bluetooth capabilities for new SCBA.

Chief Scherer is continuing to work on a **LOEB Grant submission** for all new MDC and Docks for 6 vehicles. This is part of the new CAD system which will include AVL (automatic vehicle locations)

He concluded by stating that regarding **fire code compliance**, as of 8/30/2018 there have been 148 fire safety inspections completed with 668 code violations noted. Of these violations, 421 have been corrected. There has been a total of 172 re-inspections completed. 119 business have corrected all cited violations for 100% compliance. There have been several walk-throughs at the schools. We are getting close to completing all the business in the area that we provide Fire protection.

## **ZONING DEPARTMENT:**

Zoning Inspector, Erin Hartsock reported as follows:

**Twelve (12) permits were issued in August and one (1) hard copy of the zoning code was sold** as follows:

- (4) Accessory structures under 200 sq. ft.
  - 9696 N. Cincinnati-Columbus Rd., Jamey Wallace
  - 8980 Old Stage Rd., David Jones
  - 9827 Haines Rd., Ted Moser
  - 3420 Lytle Rd., Sheila Guy
  
- (2) Accessory structures over 200 sq. ft.
  - 5965 Henderson Rd., Dave Byerly
  - 5081 Thomas Dr., LJC Construction
  
- (1) Arch sign/gateway
  - 9448 Lytle-Ferry Rd., Chris Cadwallader
  
- (1) Deck
  - 4641 E. Lower Springboro Rd., Ed Carrier
  
- (4) Single family dwellings
  - 8118 Township Line Rd., Schumacher Homes
  - 9292 Valdosta Way, Ellis Custom Homes
  - 8099 Carter Dr., Ellis Custom Homes
  - 8140 Township Line Rd., Paul Lezotte

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(1) Hard Copy Zoning Code

She provided an update on **existing/available residential lots**:

1 large acreage tract remains in Hidden Trails, 1 lot in Trillium Run, 1-2 in Windfield Way, and approximately 30 in Sandy Run.

Regarding the **flat roof repairs to the administration building**, the Enterprise roof contract has been signed. She is currently scheduling a start date with representative, Eric Ellis.

Regarding **violations**, she stated that most outcomes were still pending, however, the B&B on Corwin Rd. has terminated their commercial operations and opted to not pursue a public hearing to obtain a conditional use.

**Ad space** for the Wayne Township Community News magazine fall 2018 is filling up slowly, but space is still available for smaller sized ads.

**Stream names** are printed and ready for pick-up and subsequent installation on signage across the township.

Mr. Patrick is still unable to **receive voicemails** from his office phone remotely. She will follow-up and correct this issue.

### ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported on the following:

#### **Regarding construction progress of Fire Station No. 2:**

- Floor drains for the bays will be poured this week.
- Plumbing and Electrical slab prep will be finished this week.
- Wall mock-up of brick is to be done on the east wall. We have three more samples to lay up in the next couple weeks for brick approval.
- Excess dirt removal from site is all but done.
- A lot of submittals are finally getting released and approved.
- DP&L has finished their three-phase electric engineering.

Ray Hensley, Inc. of Springfield is under contract with a potential **start date for chip-sealing** of September 10th.

**Old 122 and Township Line** was officially **reopened** this morning September 4<sup>th</sup>.

Inspection of **Carter Dr. (Hidden Trails subdivision)** is set for September 26<sup>th</sup> with WCEO for **acceptance of this road**.

**Centerline striping** on certain Wayne Township roads through WCEO contract have been completed except for Stop Bars. Also, it was called to my attention the need for markings on Middletown/Corwin Road bike trail crossing. I have approved including this with the "Stop Bars".

The **BWC Industrial Commission** hearing adjudicating the Township's appeal has been extended until late October.

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All subdivisions have been updated and street **lighting district assessments** have been filed.

The Wayne Township **Federle Zoning change** to VT-PUD has been successfully put to **referendum**. It is scheduled to go on the May 7, 2019 Ballot. Costs of the election will be incurred by Wayne Township and the ballot language has been drafted, but is subject to BOE and State approval.

**OLD BUSINESS:** No updates

**NEW BUSINESS:**

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

**Legislation:** None

**Other:**

Mr. Edwards stated that he needed to make time to discuss the details of the Township's **dissatisfaction** with **Southeastern Equipment's** equipment and service department as he will now need to speak with upper management as the sales rep was unable to resolve the issue.

**CORRESPONDENCE:**

**Airgas:** Notice of merger with Weiler Welding

**Warren County Board of Elections:** Request for elected official data confirmation

**Miami University Regionals:** Notice of new leadership

**LCNB:** Invitation to networking opportunity

**Municibid:** Online government auction services solicitation

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

Being no further business, Mr. Coffman motioned to adjourn at 7:25 p.m. Mr. Foley seconded the motion. The motion passed with a unanimous vote.

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President, Board of Trustees