

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD SEPTEMBER 18, 2018

Mr. Coffman called the meeting to order at 7:01 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; Zoning Inspector, Erin Hartsock (left at 7:25 pm); and Fiscal Officer, Darrell Coffman (arrived at 7:03 pm).

The following *residents* were also present: Tom Duerr, John and Sherry Federle, Andrew Shipman, and Mr. and Mrs. Brown.

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

Mr. Patrick motioned to approve the **Minutes of the September 4th** meeting. Mr. Foley seconded the motion. Minutes were approved by unanimous vote.

Mr. Coffman welcomed Warren **County Judges Gary Loxley and Rob Fisher** who shared a brief presentation overviewing the County Court’s organizational structure and jurisdiction, current issues and initiatives as well as information regarding Issue 1, an upcoming ballot initiative.

CITIZENS’ COMMENTS:

Mr. Tom Duerr asked about the mowing and property maintenance on property located on U.S. Route 42 formerly known as Holly Hills Golf Course. He asked if the Board could have the property mowed before the Sauerkraut Festival, which will be held in Waynesville on October 13th and 14th.

Mr. Edwards said the Board would first need to pass a resolution declaring the property a public nuisance and then allow the property owner so many days to comply with the order. He said the time frame would make it very unlikely that it could be done before the Sauerkraut Festival.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

4th round of mowing currently underway.

Chip-seal started on Friday 14th of September. Completed a little better than half the mileage. Weather permitting should finish up on Tuesday 18th of September.

I have been receiving many **complaints concerning Ferry Road**. I spoke with the inspector Monday morning, who communicated the following regarding process and timing: Ferry Rd and Lytle Rd will be paved in two lifts, they are milling and putting one lift down then paving the second lift. There will be a delay between Ferry Rd and starting on Lytle Rd. The culvert on Cedar Hill road will be completed before they leave this area.

The **“Bike trail crosswalk”** has been completed across Corwin Rod at Middletown Road.

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The **fire inspector** stopped at the **road garage**. I have corrected the deficiencies noted, with the exception of the extinguishers. They will be inspected this Friday September 21st.

Mr. Camery concluded by stating that the department was currently at **100 % equipment availability**.

FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

New Self Contained Breathing Apparatus (SCBA) **bid opening was held at 5:00 PM today**.

All quotes are in and he is **working to complete a LOEB grant** this week

Irwin Fire will be here on Friday to **service all Township Fire Extinguishers**.

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock had to leave early. Mr. Coffman shared her report as follows:

She received a **tall grass complaint** from resident abutting 7905 Bellbrook Rd.

Site visit revealed some overgrowth/noxious weeds, but not overwhelmingly so.

In the absence of WCCHD regulating such issues in the housing code, she encouraged the Trustees to consider adopting standards for nuisances via resolution. Grass/weed (height), garbage, refuse, debris per ORC 505.87

There is still room for a few small advertisers in the **Wayne Township Community News Magazine**. She again, encouraged anyone who knew of any small businesses interested in advertising to direct them toward her.

Enterprise began work last week repairing the **flat roofs**. They sent a small, 2-man crew to perform the work. Should be finished by the end of the week (weather permitting).

The fibered aluminum seal coating will be performed in-house (cost estimate to be under \$1000 with labor) a \$2000 savings).

Total cost \$4,680 (less the seal-coating)

The next facilities projects in the queue are resealing/caulking the EFIS and exterior painting/sealing, replacement of remaining failing windows, and replacement of the AC unit servicing staff offices.

Stream names have been created. She will work with the Road Crew's schedule installing these as time permits

She will soon begin working on a **CDBG project**. First step is to determine if the target area is income eligible.

She provided a draft letter to be sent out ahead of a door-to-door income survey.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported on the following:

Regarding Fire Station No. 2:

All floor slabs have been prepped and are ready for pouring.

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Wall mock-up of brick is still waiting to be delivered
Finish grading the parking lot and putting down stone.
Structural steel is in fabrication.
DP&L invoice needs payed to release the project to construction.

Chip sealing on **O’Neill** and **Sales** Roads were finished on Friday and **Elbon** and **Cook-Jones** Roads are being sealed today.

Lytle Road and **Ferry** Road are being milled and **resurfaced** by the Warren County Engineer’s Office (WCEO).

The inspection to **accept** the new portion of **Carter** Dr. set for September 26th with WCEO for acceptance of this road.

Mr. Edwards shared a copy of the Waynesville **Village Council’s Resolution No. 2018-045** expressing the Opinion of Village Council Regarding the Future Annexation of Property on Lytle Road. The first reading was last night.

OLD BUSINESS:

No updates

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation: None

Other: Mr. Coffman said he had received a complaint from John Loveless, who lives at 5694 O’Neill Road, concerning the increased rise, over the years, to the roadway from his driveway and the crumbling asphalt at the driveway entrance. He said he had met with Mr. Loveless concerning his complaint and told Mr. Loveless that he didn’t know of anything the township could do to change the situation.

CORRESPONDENCE:

“811” and “Pipeline Association Public Awareness”: Annual Pipeline Safety Information

WORK SESSION: The use of **key boxes for fire prevention measures in mixed-use structures (commercial/residential)** was discussed.

Mr. Shipman asked why “Knox Boxes” were required on certain buildings and not on others.

Chief Scherer spoke concerning the State Fire Code, the use of “Knox Boxes” and how and why the department determines when one is required to be installed.

Mrs. Brown said she had contacted the State Fire Marshall’s Office concerning the requirement of installing a “Knox Box” but she said they would not tell her if she was required to have one.

Chief Scherer said a “Knox Box” could be installed at the rear entrance of a building as long as an address sign was posted there also.

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Wayne Township has always used the “Knox Box” brand and system because of the security features of knowing who is using the key and when. Also discussion of the Fire Inspector’s role and communicating with shop keepers along with building owners.

The Trustees thanked Mr. Shipman and Mr. and Mrs. Brown for their input on how the inspection process was being perceived from merchant’s point of view.

EXECUTIVE SESSION: None

Being no further business, Mr. Patrick motioned to adjourn at 8:50 p.m. Mr. Coffman seconded the motion. The motion passed with a unanimous vote.

President, Board of Trustees