

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
HELD OCTOBER 2, 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; Zoning Inspector, Erin Hartsock; and Fiscal Officer, Darrell Coffman

The following *residents* were also present: George Cherryholmes, Tom Duerr, and Mary and Ron Frommling.

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

Mr. Patrick motioned to **approve the Minutes of the September 18<sup>th</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:

The **2018 chip-seal project** is complete. Sweeping and striping were finished up last Wednesday.

They are still working on finishing up the **4<sup>th</sup> round of mowing**.

**Stream name lettering** has been installed. He will do a final review of the list to make sure we have everything covered.

All of the deficiencies that were noted on the **fire inspection of the Road Garage** have been rectified. He has notified the inspector and we are awaiting a re-inspection.

I have several **projects** on the “to-do” list **before cold weather** sets in and before we get started on prepping snow removal equipment.

We have approximately 2250-2300 gallons of “**Beet-Heet**” in stock. Last winter we used approximately 2150 gallons. I hope to be able to make it through this snow season with what we have on hand.

He is working with Mr. Edwards to get **salt ordered** now that the bin is empty.

He will approach Dominick Brigano of WCEO concerning the **bridge on Mt. Holly Road**. It is coming due for replacement.

He is currently caught up with the “**spoil**” **removal** from the Fire House lot.

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

**FIRE DEPARTMENT:**

Fire Chief, Paul Scherer reported as follows:

Ems runs for August	37
<u>Fire runs for August</u>	<u>16</u>

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<b>Total runs for August</b>	<b>53</b>
Ems runs for 2018	598
<u>Fire runs for 2018</u>	<u>173</u>
<b>Total runs for 2018</b>	<b>771</b>

**Year-to-date totals** are down 53 from 2017.

He previously emailed to the Trustees, the **September reports** as well as a **2017 overdose report** for the Township with the exception of the Village of Waynesville, which had no reported data at the County-level.

He submitted the **3<sup>rd</sup> quarter bill** for services provided to **Washington Township** to the Fiscal Officer for processing.

**Fire prevention programs** as well as the Smoke House interactive educational activity (on loan from the City of Mason) will be held at Waynesville Elementary School next Friday.

He, along with the deputy chiefs, will be reviewing and **updating** several dated **SOP/SOGs** over the next couple of months.

He has been busy prepping for the **Sauerkraut Festival**.

Chief Scherer concluded with sharing the selected **bid** for new **SCBAs**.

**ZONING DEPARTMENT:**

Zoning Inspector, Erin Hartsock reported as follows:

**Seven (7) permits were issued, one (1) application to rezone a property was processed and two (2) address signs were sold** as follows:

- 3 Accessory structures under 200 sq. ft.
  - 4336 SR 73, Linda Hice
  - 9457 Sandy Run Dr., Amanda Caplinger
  - 5419 Lytle Rd., Paul Palmer
  
- 3 Single family dwelling
  - 9494 Sandy Run Dr., Ellis Custom Homes
  - 9434 Sandy Run Dr., Ellis Custom Homes
  - 5916 Spartan Hill Ln., M. Michael's Custom Homes
  
- 1 Recreational Building
  - 7392 SR 73, KRF Holding, LLC
  
- 2 9-1-1 address signs
  
- 1 Rezoning Application
  - 9186 Lytle-Ferry Rd., Joshua Farms, LLC c/o Dave Brixey

She elaborated on the **rezoning application received for 9186 Lytle-Ferry Rd.** The property had previously had a PUD overlay approved for a 14 large-lot, high-end, gated, residential community with private roads. The PUD stalled in stage 3 and was never completed.

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The property was sold and the new owner wishes to use it for a single family home and accessory structures. The existing PUD would either need to be completed or removed to proceed with development. The owner is electing to remove the PUD and revert back to R-1.

The RPC recommended approval of the application without conditions on Thursday, Sept. 27.

Zoning Commission: set to hold public hearing on October 4th at 7:00 p.m.

She noted that she had special "Zoning Notice" signs made up with TWP phone number for placement at subject property site as well as in the front corner of the administration building's lot. So far, they have been well received and are helping to communicate potential zoning actions.

She further explained that the Zoning Commission will formally initiate the annual 4<sup>th</sup> quarter amendment process on Thursday. She stated that the only issues other than typos that she is aware of is the desire to consider increasing the maximum square footage of temporary ground signs. The Trustees requested that the Zoning Commission consider any and all ways to lessen restrictions on such signage.

The Trustees asked about the appropriateness of a \$25 fee for such signs. Ms. Hartsock explained that fees were charged in an attempt to defray costs incurred. However, if the Trustees wished to waive such fees, it is permissible. She will create a new fee schedule and accompanying legislation for the next meeting.

**Enterprise Roofing & Sheet Metal** contract has been executed. The exterior **scupper sealing** was initially not performed. However, the work was completed this morning at no additional cost. She is waiting for rainfall to test its efficacy.

Finally, regarding the **Magazine**, it should be dropping in mail boxes this week provided postage check is ready.

### ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported on the following:

Regarding **Fire Station No. 2**, the bay floors are poured and administration side is being prepped for pour this week. Miter Masonry is scheduled to be back on the job site on October 8<sup>th</sup>. The wall mock-up will happen then. Lastly, structural steel is in fabrication and to be delivered the end of October.

He reiterated that **chip sealing** is complete for 2018 with all roads resurfaced, swept and striped.

Lytle Road and Ferry Road are being milled and **paved** by the WCEO. Ferry Road is complete and Lytle Road from 3-way stop to Lytle has been milled.

The inspection required ahead of **accepting Hidden Trails/ Carter Rd.** for ongoing maintenance was completed September 26<sup>th</sup> with WCEO.

**BWC's Industrial Commission** hearing officer has scheduled a hearing for October 10<sup>th</sup> at 2:30 p.m. Mr. Edwards and Chief Scherer had a conference call with legal, after which it was agreed that Chief Scherer will be attending the hearing.

**Village of Waynesville had a final reading of Resolution No. 2018-045:** Expressing the Opinion of Village Council Regarding the Future Annexation of Property on Lytle Road.

Mr. Edwards stated that there were some verbiage changes. He will request an approved copy of the resolution and share it with the Trustees.

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Mr. Edwards went on to share that there will soon be a need to schedule a **work session** to start a discussion of funding for road maintenance.

**OLD BUSINESS:** No updates

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2018-37 A RESOLUTION ACCEPTING THE AMOUNTS OAND RATES AS SET BY THE WARREN COUNTY BUDGET COMMISSION**

Mr. Darrell Coffman presented the resolution for consideration. Mr. Foley motioned to adopt the resolution. 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 2<sup>nd</sup> day of October 2018.

**RESOLUTION 2018-38 A RESOLUTION ACCEPTING THE BID OF J.D.LAIRD FOR PROVIDING SELF CONTAINED BREATHING APPARATUSES (SCBAS) AND AUTHORIZING TO ENTER INTO A CONTRACT FOR PURCHASE OF ALL EQUIPMENT AS SPECIFIED IN THE BIDDING DOCUMENT**

Mr. Edwards presented the resolution for consideration. Mr. Coffman motioned to adopt the resolution. 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 2<sup>nd</sup> day of October 2018. There was discussion regarding the useful life of the units as well as the benefits of having dedicated units for each member for better fit and minimized exposure of contaminants.

**CORRESPONDENCE:**

- Charles E. Harris & Assoc.:** Solicitation offering accounting services
- OTARMA:** Board of Directors Election- Call for leadership
- Choice One Engineering:** Invitation to charity cup
- Bricker & Eckler LLP:** Invitation to Cincinnati Open House reception
- 811:** Annual pipeline safety materials
- Pipeline Association for Public Awareness:** Pipeline awareness newsletter
- Heartbreaker Entertainment:** Iceless skating rink advertisement

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

Being no further business, Mr. Patrick motioned to adjourn at 8:07 p.m. Mr. Foley seconded the motion. The motion passed with a unanimous vote.

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President, Board of Trustees