

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

The following *residents* were also present: Gary Breeze, George Cherryholmes, Tom Duerr, John and Sherry Federle, Andrew Jacobs and David O'Banion (did not sign in).

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

Mr. Coffman motioned to **approve the Minutes of the November 20th** meeting. Mr. Foley seconded the motion. Upon call of the roll thereon the vote resulted as follows: Mr. Coffman – abstain, Mr. Patrick – yea, Mr. Foley – yea.

CITIZENS' COMMENTS:

Mr. Gary Breeze stated that there were potholes “in front of Prentice Lamb’s house” and at the curve in front of the “Shinkle farm”.

Mr. Camery replied that he was trying to get to them. Mr. Coffman asked if he was aware of another pothole located at Smith Rd. He was, and will fill them as soon as time and weather permit.

Mr. Andrew Jacobs shared that the edge lines were wearing off of Elbon Rd. at the curve. Mr. Camery was aware. It had been painted with latex but will be repainted with a durable polyester at a later date.

Mr. Tom Duerr shared his concern regarding gravel in the roadway on N. Clarksville Rd. He stated he had reached out to the County Highway Department as that road is maintained by that agency, but no corrections have been made. Mr. Camery stated that he has communicated Mr. Duerr’s concerns to the WC Highway Dept. as well, and was told that they will address it. Mr. Camery will share the concern again.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

The minor **winter weather events** that we have experienced went without incident. However, equipment presented some minor maintenance issues that we are dealing with.

All of our **snow and ice trucks have been serviced** and are ready to go.

He expects an estimate for the **Mt. Holly Road Bridge** by the end of the year or shortly after the beginning of the New Year.

I still have some **ditching and tree removal** to finish (weather and equipment have been keeping them busy).

He had to **close Corwin Ave.** due to high water on Sunday, December 2 at approx. 7:00 a.m. He re-opened it Monday, December 3 at approx. 5:30 a.m. after the water receded.

The **2008 Ford pickup required a new set of tires**. The set was from 2014. One of the **International 4900 salt trucks** will have to have two new front tires, too.

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He is working with the WCEO Highway Department regarding a **ditching complaint on the County's section of Old Stage Rd.**

He concluded by stating that the department is at **100% equipment availability.**

FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

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

Ems runs for November	50
<u>Fire runs for November</u>	<u>26</u>
Total runs for November	76

Ems runs for 2018	711
<u>Fire runs for 2018</u>	<u>214</u>
Total runs for 2018	925

Year-to-date totals are down 77 from 2017.

2017 had 196 Fire & 806 EMS total of 1002 **down 77 from last year.**

Emailed out **November & end-of-year reports.**

Payroll has been completed and given to the Fiscal Officer.

2010 Seagrave parts have been ordered.

Deputy Chief Cox has a **new phone system** running in the test mode for **Fire Station No. 2.**

New SCBA's have been delivered and we are working on inventory, labeling, and filling cylinders. Training will start next week and will continue into January when we place them in service.

A discussion about how to best insure the new apparatuses was had. Mr. Foley directed Chief Scherer to present them as a whole in a new line item.

He wrapped up by asking if the Trustees were informed of the **Battalion Vehicle incident.** They responded affirmatively.

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported as follows:

Ten (10) permits were issued in November and one (1) rezoning application was processed as follows:

- 3 Single family dwellings: 3371 Old Route 122, Al Manning; 9277 Valdosta Way, Ellis Custom Homes; and 8977 Brandon Ct., Ellis Custom Homes
- 2 Accessory Structures over 200 sq. ft.: 5784 Thomas Dr., JB Elite Construction; and 3371 Old Route 122, Al Manning
- 2 Porches: 5854 Oregonia Rd., Tom Woerner; and 5965 Henderson Rd., Archadeck
- 1 Residential Addition: 7789 Carter Dr., Shaw Home Services
- 1 Basement finishes: 5595 Spartan Hill Ln., Johanna Finegan
- 1 In-ground pool: 5784 Thomas Dr., JB Elite Construction
- 1 911 address sign

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She will be looking to wrap up existing open **violations** and look into two new properties brought to her attention in the near future.

She shared the following **updates** regarding **zoning amendments**:

Annual Q4 review: Focus Temporary signage: new language effective Friday, Dec. 7.

Rezoning: 7392 E SR 73: Effective December 21

Provided no referendums are received

Regarding **Zoning Board Applications**, she shared an application received from Michael Rubiera.

Mr. Patrick asked which boards had vacancies. She responded that the Zoning Commission will have an alternate position open early in 2019 and the BZA has two alternate positions open.

The Cornerstone repair project has been completed. The bill was submitted to the Fiscal Officer for processing.

HVAC: Unit 2 had failed motor. She shared the repair costs.

Flat Roofs: Mr. Duerr shared that his solvent-based coating was not very temperature sensitive, but it is moisture sensitive. Just need the roofs very dry. Mr. Brad Coffman offered to help if he was off work. Mr. Duerr offered to supervise.

EIFS: She has reached out and requested bids from four (4) separate local EIFS professionals. She also bid out the washing/prep separate for reference. She shared the first and only EIFS bid received to date.

She is working with the Fire Department to determine best options for **a new phone system for the administration building**.

She will also be replacing the **Road Dept. PC** with hand-me-down from Fiscal Officer as soon as UAN data is removed.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported on the following:

Regarding Fire Station No. 2:

Miter Masonry is finished with front bay walls and first floor interior walls.

Finishing up tower then hopefully moving to interior walls when second floor gets poured.

Structural steel has been erected. First floor decking is being installed.

Steel roof pan to be installed around first week of December.

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

Working on all interior finishes selection.

He has applied for a variance from the **Village of Waynesville** for the bay door signage.

Waterline issue meeting is scheduled for December 20th at 5:30.

Continue to work on funding for **road maintenance**. Making progress but still need more time. Gathering past year's expenditures and receipts for comparisons.

Washington Township fire services contract is ready for approval. There were no changes from 2018.

We had an **officer-involved accident** in the Battalion vehicle. No injuries, just some property damage. Working on getting claim file with PERSO.

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The Board of Elections has certified the “Federle” rezoning **referendum ballot issue** for May 2019.

The Board of Elections has also scheduled a **Protest Hearing** for December 19th on the ballot initiative filed by the developer’s legal counsel.

He provided a legislative update for Ohio’s 132nd General Assembly. **HB 500**, a Township initiative bill, has been chosen as this GA’s end of session “Christmas Tree Bill”, characterized by 22 petitions for amendments to the bill (or “ornaments”) from November 26th up to November 30th. There are a few other bills that are still viable, but all of the others are all but dead and will have to be reintroduced in the 133rd General Assembly.

Employee evaluations are completed but still need reviewed.

He concluded by sharing that Amy Fredrick asked to be put on the Agenda in the future if the Trustees wanted more information on the “**Convention of States**” movement.

OLD BUSINESS: No updates

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2018-48 A RESOLUTION APPROVING A CONTRACTUAL AGREEMENT WITH WASHINGTON TOWNSHIP, WARREN COUNTY, FOR FIRE AND EMERGENCY MEDICAL SERVICES TO A PORTION OF THEIR TOWNSHIP

Mr. Patrick motioned to adopt the resolution. Foley 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 4th of December 2018.

RESOLUTION 2018-49 A RESOLUTION DETERMINING THE ANNUAL PAY ROLL ADJUSTMENTS AND MERIT PAY BASED ON PERFORMANCE EVALUATIONS OF ALL EMPLOYEES

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 4th of December 2018.

CORRESPONDENCE:

Choice One Engineering and Clearcreek Township: Holiday Cards

John Byers and CareWorks: Thank you notes

Volunteer Firemen’s Insurance Services: Certified notice that they will no longer broker through Ohio Insurance Services

WORK SESSION: Road Department Funding

Ms. Hartsock stated that she was unable to obtain the end of year balance sheets as requested. She went on to share a presentation that outlined current funding, activities and expenses of the Road Department.

There was much discussion on the topic including (summary):

Mr. Coffman asked if the figures provided in the presentation included grinding.

Ms. Hartsock replied they did not.

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Mr. Camery provided a cost for roadway grinding.

Mr. Foley stated that there was a difference between subdivision roads and main roads. Not everyone drives on subdivision roads.

Ms. Hartsock stated that she understood.

Mr. Edwards emphasized that the following factors have been straining the Road and Bridge Fund: development patterns in the past 20 years have been almost exclusively focused on building new subdivision roads, which fall under the township maintenance purview; the County Engineer does not have the ability to assist with projects as much as they used to; material costs have increased; and diminishing revenue streams (Local Government Fund, 2003 was the last time the gas tax was raised and 2005 was the last time the PMVLT was increased).

Mr. Foley asked what the appropriate amount of cushion or reserve funds were appropriate for the Road operations.

It was felt that the current reserve status was appropriate.

Mr. Foley asked about Mt. Holly Rd.

Mr. Camery and Mr. Edwards shared that it was a CDBG grant where material was botched at the plant, leaving a porous surface, the Township was unable to get a remedy. As a result, the surface required resealing 3 years later with chip-seal.

Mr. Patrick inquired about the process for preserving a newly paved roadway.

Mr. Camery reported that he was pleased with the application of Reclaimite every 3 to 5 years.

Mr. Foley instructed staff to work with the Village of Waynesville to see what their needs are.

Mr. Edwards stated that it would be both beneficial and cumbersome to work with the Village in that their needs were likely greater than ours, but it would be easier to have a singular, cohesive educational campaign.

Mr. Breeze inquired about what justification would be used to pave some roads and not others.

Mr. Camery responded that that was not an issue. All roadways were being considered for paving with the roadways in worst condition being candidates for first consideration.

EXECUTIVE SESSION: Mr. Coffman motioned to enter executive session at 8:48 p.m. per ORC 121.22(G)(1) to discuss personnel matters with the Trustees and Mr. Edwards. The motion was seconded by Mr. Foley. The motion passed by unanimous vote.

At 9:27, Mr. Coffman motioned to return to open meeting. Mr. Patrick seconded the motion and all were in favor. *The Board then approved Resolution 2018-49 (see legislation).*

ADJOURNMENT: With no further business, Mr. Coffman moved to adjourn at 9:28 p.m. Mr. Patrick second the motion. The motion passed with a unanimous vote.