

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD FEBRUARY 05, 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: George Cherryholmes, Tom Duerr, Andy Jacobs, Gary Breeze, John and Sherry Federle and Chris Colvin.

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

Mr. Coffman motioned to **approve the Minutes of the January 22nd** 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. Gary Breeze stated he believed the fire hydrants located along Wilmington were poorly installed and expressed his concerns for the newly installed fire hydrants along Corwin Rd. He closed his statements by inquiring if there were installation codes regarding color of fire hydrants.

Chief Scherer reported that the installation of the fire hydrants along Corwin Rd. was not complete yet. He also stated that the color of fire hydrants is dictated by the water lines' owner (i.e. county or municipality).

Mr. Chris Colvin of the Village of Waynesville Council shared his wish that the Trustees engage with the Convention of States efforts locally in order to better ensure that the federal government is fiscally responsible and to better ensure that tax dollars are returned to the area. He shared that the Village of Waynesville passed a symbolic resolution of support of the movement.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

The proposed road **re-surfacing list for 2019** has been submitted to the County.

He received the invite to participate in the **salt bid program** with the Warren County Engineer, for the **2019-2020 winter season**.

Snow has been the department's primary focus since the last meeting.

I have completed a round of **pothole remediation** following last week's snow events.

Currently we are working on **routine maintenance** such as washing/cleaning equipment, along with performing any necessary maintenance/repairs.

He provided numerous bids for the replacement of the **Mt. Holly Road Bridge**. After discussing the pros and cons of each, he recommended a bid that utilized a **concrete slab deck** due to the limited down time of the project (approximately 2 weeks). Legislation would be prepared for the February 19th Board of Trustees meeting. Mr. Camery will proceed with the preparing to accept the quote in the meantime.

He is still working on some options and pricing for the **culvert on Old Stage Road**, a 60 inch culvert scheduled for replacement in 2019.

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He shared that he anticipates having to **close Corwin Avenue** due to high water later this week with the forecast calling for heavy rains.

The **snow blower** is running and ready to be returned to the administration building.

He concluded by sharing that **all Road Department equipment is available for use.**

FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

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

Wayne Township responded to:

55 EMS calls

28 Fire calls

83 Total runs (January)

Year-to-date totals are down 30 from 2018

The **2010 Seagrave** is back in service.

The **classroom portion of Drivers Training** is complete. WTFD will start Skills Check-offs in April or May.

Starting on our **yearly protocol trainings** with the EMS portion on the agenda first.

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported as follows:

Two (2) permits were issued in January as follows:

(1) deck: 4260 Lytle Rd., David Vice for Deck and Fence Renewal Systems

(1) in-ground pool: 3894 Middletown Rd., Anchor Pools

She reminded those present that a **Zoning Commission meeting** had been scheduled for Thursday, February 7 at 7:00 with a singular purpose of recommending a replacement for Mr. Jeff Good on the regular Zoning Commission body.

Regarding the **spring edition of the Wayne Township Community News Magazine**, she has articles regarding:

Knox boxes

Mailboxes and snow plows

Subdivisions and zoning/planning's role

Articles are pending for:

History section

Naturalist section

Community partners committed:

The school is considering extra space

Library is committed

No word from either village regarding commitment

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She shared the following timeline:

February 15th— deadline for community partners to let me know their space needs.

February 16th— ad sales will be opened up to fill remaining space. (10% price increase from 2018)

March 15th— all content due

April 15th— target distribution

Regarding a Scrap Tire Collection opportunity, she shared that the Warren County Health department is offering free tire collection on Saturday, March 2, 2019 at the Lebanon Sports Complex (900 McClure Rd., Lebanon) from 9-2:00 pm.

This event is open to all residents of Warren County **free of charge provided tires are removed from rims and no tires will be accepted from businesses.**

She received a quote from Jeld-Wen to **replace** the failing **windows** in the administration building. She is waiting on approved installers list for true pricing to replace failing windows.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported on the following:

Regarding Fire Station No. 2:

Work has been slowed due to the weather the last two weeks with extreme cold and snow.

Miter masonry has started on the brick training tower and prepping the east wall. The field brick was delivered on Monday. Tan brick has been on site for a couple weeks.

Evers is back and setting steel roof decking.

Light gage framing is being scheduled. Metal trusses are 4-5 weeks out.

Case-work in the building has been finalized and production has started.

With regards to the **Village of Waynesville and Fires Station No. 2:**

The Village's Board of Zoning Appeals **approved the variance** allowing the use of 22 inch letters above the bay doors.

Tri-Tech is working with Choice – One engineering on other alternatives to the installation of a **6 inch water meter pit** as the cost came in at \$52,000 for material and installation.

Warren County is looking at a few **Thoroughfare Plan amendments** planned in April. Kenrick Rd. is currently identified as a "local road". With the connection from Lytle-Five Points to Social Row Rd. and the Bellbrook area etc., we thought it might be better classified as a "Collector road". The effect of the reclassification would be to increase the r/o/w width required if developed along Kenrick frontage from 25' half width to 35' half width and also a slight increase in driveway spacing allowed. This is not a high priority change. If concerns exist, the change will be set aside. No concerns were expressed.

He went on to share that he continues to work on **funding for road maintenance**. As they put together this year's submitted bid programs to go through the WC Engineer's Office, they focused on an extended maintenance and paving needs program and also equipment needs.

He also wants to put together some data that was received at the OTA conference that he believes will be very applicable to our program before any decisions are made.

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The Board of Elections sent out ballot language regarding the upcoming **zoning referendum** on Monday for review. It is now posted on the BoE website for the May 7th Special Election.

Lower Springboro Road was closed the last week of January for three weeks for waterline installation.

He reminded all present that Major Arrasmith is scheduled to be at the March 5th meeting to share the **Drug Task Force's annual report**.

He concluded by sharing that March 14th is the **WCEO annual dinner**. He shared that the WCEO was reevaluating the standards for new subdivision streets, but was unsure of the outcome.

Mr. Duerr asked about a planned widening of Lytle-Ferry Rd.

Mr. Edwards replied that there was NO planned widening. That it was merely an increase in right-of-way based on the WC Thoroughfare Plan.

Mr. Duerr then asked about solutions for the crumbling edges of Ferry Rd.

Mr. Edwards responded that Ferry Rd. is a County-maintained road, and that no plans have been communicated to the Township regarding that issue.

OLD BUSINESS: No updates

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Other: Mr. Edwards reminded all that the **Convention of States meeting** was scheduled for tomorrow night.

Legislation:

RESOLUTION 2019-09 A RESOLUTION AUTHORIZING CONTRACT WITH WARREN COUNTY ENGINEER'S OFFICE FOR PURCHASE OF ROAD SALT

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 5th of February 2019.

RESOLUTION 2019-10 A RESOLUTION AUTHORIZING AN ADDITIONAL EMPLOYEE TO THE "CREDIT CARD POLICY" FOR TOWNSHIP PROCUREMENTS

Mr. Patrick motioned to adopt the resolution. Mr. 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 5th of February 2019

CORRESPONDENCE:

Warren County Combined Health District: Monthly Newsletter

OEPA: Citizen Advisory notice concerning the renewal of a discharge permit for Warren County drinking water

WORK SESSION: None

EXECUTIVE SESSION: None

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Mr. Duerr asked if recording meetings might be placed in the agenda.

Mr. Patrick stated that it could be if the other Trustees were interested in discussing the matter.

Mr. Foley instructed Ms. Hartsock to obtain costs and legal requirements for creating such records.

ADJOURNMENT: With no further business, Mr. Coffman moved to adjourn at 7:46 p.m. Mr. Foley second the motion. The motion passed with a unanimous vote.

President, Board of Trustees