

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JUNE 4, 2019**

Mr. Patrick called the meeting to order at 7:00 pm.

Roll call: Mr. Patrick – present; Mr. Coffman – present; Mr. Foley- 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, Pat Davidson, and Brian Wells.

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

Mr. Coffman motioned to **approve the Minutes of the May 21st** 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 Superintendent, Scott Camery provided the following report:

The **2019 striping project** is set to bid out on 18 June 2019.

The pre-construction meeting for the **2019 paving program** has been set for 0900 on 12 June 2019.

(Reminder) 2019 Chip-seal bids are set to be opened on 11 June 2019 at 0930.

The **“slip” in Dakins Hollow on Old Stage Road** has been repaired.

The **culvert pipe** further out on **Old Stage Road** has been installed.

Gard Road hill is next on the list to repair.

Additional ditching has come up and is on the schedule.

Currently making another **round of patching**. (I am utilizing a “hot box” from the County).

Obtaining some **seasonal help** is still ongoing.

I have examined the issue on **O’Neill Road** that was brought up last meeting. I have it on my list/schedule.

The **acceptance** letter for **Hidden Trails** has been submitted. The developer has met/corrected all the items that were noted on the inspection list. Therefore it is my recommendation to accept Hidden Trails (Carter Drive) for the Township’s maintenance.

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All Road Department equipment is available for use.

[Mr. Camery added that he would be out of the office on Thursday and Friday.]

Mr. Foley inquired about the Mt. Holly Road culvert. Mr. Camery reported that it is owned by the Township, however the County is providing project oversight for the replacement. The time frame for the project has been pushed back to mid-July with anticipated 2-week completion time.

Questions regarding the **New Burlington Rd. project** were posed. Chief Scherer shared that he was there earlier in the day and work was on-going.

FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

Will **update run report** on Monday morning

Emailed out **May Reports**

Specs for new squad are completed and emailed out quote

Tanker 91 was staged in City of Dayton then moved to City of Trotwood on the 28th for about 6 hrs total time [**for assistance with emergency relief from tornado events**].

Part-time pay survey is about completed. Will send out info.

Stand-by pay rates compare [provided to Trustees for their review]

<u>2016</u>	\$17,793.00	\$1.00 increase = \$35,586	\$2.00 increase = \$53,739
<u>2017</u>	\$17,250.00	\$1.00 increase = \$34,500	\$2.00 increase = \$51,750
<u>2018</u>	\$16,834.50	\$1.00 increase = \$33,669	\$2.00 increase = \$50,503.50
<u>2019</u>	\$8,876.00 thru end of 6 months		

Estimate \$17,720 \$1.00 increase = \$35,440 \$2.00 increase = \$53,160

Notes:

Working to update **Equipment replacement plan** with updated pricing. Equipment replacement plan, operating cost of new station, and personnel cost will drive an evaluation of next levy that is up for renewal.

ISO (Insurance Services Office) Grading is scheduled for August 19th. This is about a year ahead of the normal. Plus they advised they will also be doing an update next year due to new station.

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock provided the following report:

Twelve (12) Permits issued, (1) variance application and (1) rezoning application processed for a total of \$2350. All money has been deposited.

(4) In-Ground Swimming Pools @ \$75

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9345 Valdosta Way, Knickerbocker Pools
5964 Spartan Hill Ln., Knickerbocker Pools
5459 Chenoweth Rd., Knickerbocker Pools
6380 Trillium Dr., John Grabill Construction

- (2) Additions (res.) @ \$100
4092 Laura Marie Dr., Anna Schockman
8715 Cedar Hill Rd., Jessie Aycock

- (2) Accessory Structures over 200 sq. ft. (residential) @ \$100
7605 SR 73, Ron Buxton
9688 Sandy Run Dr., Aaron Sebourn

- (1) Single Family Dwelling @ \$225
9490 Valdosta Way, Ellis Custom Homes

- (1) Accessory Structure under 200 sq. ft. (residential) @ \$25
9445 Bellbrook Rd., Mike Burkhard

- (1) Deck/Porch @ \$50
9190 Valdosta Way, Fullmer's Landscaping

- (1) Above Ground Swimming Pool @ \$50
5600 O'Neall Rd., Jonny Cole

- (1) Rezoning Application processed @ \$600
8640 SR 42, Vogels

- (1) Variance application processed @ \$500
3072 SR 73, Kaszubowskis—non-conforming lot split

Rezoning Hearing: 8640 SR 42, Gravel Pit "G" to Rural Residential "RU" (ZC 6.6.2019; **BoT 6.18.2019**)

Variance Hearing: 3072 SR 73, non-conforming lot split (BZA 6.20.2019)

Spring 2019 Magazine: all payments complete

Other:

Warren County Recycler of the Year 2019: recognition breakfast 6.7.2019 at 9 (County Administration building)

WAAC: Free Concert in the Park this Saturday "Brimstone" 7-9

There were no questions for Ms. Hartsock, however Mr. Foley thanked her for her work and years of service.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

Fire Station: Status Update

PCI: Installed anchor bolts at 'X' bracing. Few interior walls remain and roof sheeting about 90% complete. Framing soffits.

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Waterline meter pit: Both pits have been set, 2" waterline run complete.
Cin.-Dayton Fire Protection on hold until office side is ready.
Mid-Miami Roofing is working on sheathing middle section and drying in office area.
Applied Mech. Now working on center section and running ducts in office area.
Kenmarc Electric is staying with all trades with doing electric runs. Setting boxes in office exterior walls.
Exhaust hangers (six inch steel tubing) still being installed. Have about 10 'Z' brackets left.
Miter Masonry: laying brick on west wall around office area.
Overhead doors: working on the installation of remaining four doors.

State Audit: "Draft" report has been sent out to Board members. Do you want a "post audit" meeting with a representative of the State Auditor's Office?

Economic Development Committee: (No update)

Zoning Inspector: Job posting went out and have several resumes and have about 140 responses from "Indeed".
ORC 519.16 Enforcement of zoning regulations - township zoning inspector

For the purpose of enforcing the zoning regulations, the board of township trustees may provide for a system of zoning certificates, may establish and fill the position of township zoning inspector, together with assistants as the board deems necessary, may fix the compensation for those positions, and may make disbursements for them. The township fiscal officer may be appointed secretary of the township zoning commission, secretary of the township board of zoning appeals, and zoning inspector, and the fiscal officer may receive compensation for the fiscal officer's services in addition to other compensation allowed by law.

Effective Date: 10-01-1953; 12-20-2005

Mr. Wells' Concerns: Had a phone call from one of the property owners and they are finalizing quotes on asbestos removal and demolition in order to get settlement approval from insurance company. All seems to be coming to a conclusion soon.

[Mr. Edwards shared that there had been updates to the situation since the time of the report. He asked Mr. Wells' to elaborate. Mr. Wells' stated that the neighboring property owner was attempting to pump foul water from the basement of the fire-damaged structure directly onto an adjoining farm field. The sheriff was called and the EPA issued a stop order until the water could be pumped into a tank and disposed of properly.]

Paving Bids: The Warren County Engineer's Office pre-construction meeting on the 12th. Do we want to pave Old St. Rt. 73 this year or do we wait until next year?

[Mr. Patrick stated that if the road conditions allowed and the construction traffic was not done, then the paving of Old SR 73 should wait until 2020.]

Chip Seal: Bids due in at 9:00 on June 11th.

[Mr. Pat Davidson inquired about Corwin Ave. He stated that it had wash-boarded and needed some other repairs before the chip sealing was done. Mr. Camery responded that he was aware and that it was on his list.]

Other: I went to the Memorial Day Services at Miami Cemetery and the Corwin Tractor Show. Both were well attended.

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[Mr. Edwards added that 2020 salt bids have been received. Cargill Inc. was the lowest bidder at \$84/ton with the highest being \$102/ton.]

Mr. Foley inquired about the ability to correct standing water at the new curb at Fire Station No. 2. Chief Scherer replied that the area was very flat and Mr. Edwards replied that it was on the list of items for the concrete workers to repair. He also stated that there is very little fall along this section and that the road is profiled for open ditch drainage.

OLD BUSINESS:

Discussion on costs and legal requirements for recording meetings: Mr. Patrick is continuing to work on details.

FLUM: Future Land Use Map (Updates and conformities)

Mr. Edwards shared that the RPC was requesting initial feedback from the Trustees prior to presenting the changes at the quarterly committee meeting in July.

He re-summarized the suggested changes.

Mr. Foley inquired about the procedure for these changes. Ms. Hartsock explained that FLUM did not include the Zoning Commission as it was not a zoning change. Modifications of the existing FLUM occurred between the Trustees, staff and the Regional Planning Commission. The map changes were an attempt to provide a means to put the "RU" (5 acre minimum residential lot size) on the zoning map. The Comprehensive Plan 2030 adopted in 2013 had called for heightened protections on rural areas from residential pressures and the Zoning Code as amended in 2017 provided an RU zoning classification. However, the FLUM, a major tool utilized for the consideration of zoning changes, did not call out where these measures would be most appropriate.

The addition of the rural demarcations from the existing 2-acre minimum residential areas was thought to be valuable ahead of any large-scale community engagement efforts that would be required in the near future when the entire Comprehensive Plan and subsequently, the FLUM, too, would be more comprehensively updated.

The Trustees expressed their support of the plan to be presented to the RPC.

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2019-25 A RESOLUTION APPROVING THE RENEWAL OF A CONTRACT FOR STREET LIGHTS AND SERVICE AGREEMENT WITH MIAMI VALLEY LIGHTING, LLC ("MVL")

Mr. Foley motioned to adopt the resolution. Mr. Coffman seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Patrick – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 4th of June 2019.

RESOLUTION 2019-32 A RESOLUTION APPROVING THE HIRING OF TANNER PATTERSON AS A PART-TIME FIREFIGHTER/EMT BASIC TO THE WAYNE TOWNSHIP FIRE DEPARTMENT

Mr. Foley motioned to adopt the resolution. Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Patrick – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 4th of June 2019.

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RESOLUTION 2019-33 A RESOLUTION ACCEPTING “HIDDEN TRAILS” AND THE SECTION OF CARTER DRIVE WITHIN THE SUBDIVISION FOR PUBLIC MAINTENANCE

Mr. Foley motioned to adopt the resolution. Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Patrick – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 4th of June 2019.

RESOLUTION 2019-34 A RESOLUTION ACCEPTING THE RESIGNATION OF ERIN HARTSOCK AS THE WAYNE TOWNSHIP ZONING INSPECTOR

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. Patrick – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 4th of June 2019.

RESOLUTION 2019-35 A RESOLUTION RE-HIRING ERIN HARTSOCK AS THE WAYNE TOWNSHIP ADMINISTRATIVE ASSISTANT ON A PART-TIME BASIS FOR TRANSITIONAL PURPOSES

Mr. Coffman motioned to adopt the resolution. Mr. Foley seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Patrick – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 4th of June 2019.

[Mr. Coffman clarified that Chief Scherer had everything they would need in the bid. He responded affirmatively, with the exception of lettering. This has traditionally been done by a local company, however the supplier has the ability to do the work too. It was estimated that the additional costs would be \$1000-\$1500.

There was additional discussion of purchasing the unit now to avoid 2019 annual cost increases and the replacement plan for the other EMS squad.]

RESOLUTION 2019-36 A RESOLUTION ACCEPTING THE STATE BID OF “911 FLEET & FIRE EQUIPMENT” FOR PROVIDING A NEW EMS SQUAD AND AUTHORIZING TO ENTER INTO A CONTRACT FOR PURCHASE OF ALL EQUIPMENT AS NOTED IN THE SPECIFICATION DOCUMENTS

Mr. Foley motioned to adopt the resolution. Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Patrick – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 4th of June 2019.

RESOLUTION 2019-37 A RESOLUTION APPOINTING THE WAYNE TOWNSHIP ADMINISTRATOR AS INTERIM ZONING INSPECTOR IN THE ABSENCE OF AN APPOINTED ZONING INSPECTOR

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. Patrick – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 4th of June 2019.

CORRESPONDENCE:

Collett Propane: 2020 rate announcement [Brad Coffman will negotiate pricing]

Enbridge: Pipeline Safety Information

Little Miami State Park: notice of Simeon Copple’s death and request for donations for a memorial

WORK SESSION: Road funding [on hold]

EXECUTIVE SESSION: None

OTHER:

Mr. Edwards recognized Ms. Hartsock for her years of service and dedication with a plaque and a cake.

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ADJOURNMENT: With no further business, Mr. Foley moved to adjourn at 8:01 p.m. Mr. Patrick second the motion. The motion passed with a unanimous vote.

President, Board of Trustees