

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD OCTOBER 1, 2019**

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

Roll call: Mr. Foley - present; Mr. Coffman - present; Mr. Patrick - present.

The following staff were present: Administrator, Donald Edwards; Zoning Inspector, Stacey Lowing; Roads Supervisor, Scott Camery; Fire Chief, Paul Scherer; and Fiscal Officer, Darrell Coffman.

The following guests/residents were present and signed the attendance sheet: George Cherryholmes, Bob & Diane Colvin, Pat Davidson, Chuck & Joette Dedden, John Federle, Harold & Linda McKeenan, Paul Kaszubowski, Douglas S. & Linda Arrington, and John Patrick.

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

Mr. Coffman made a motion to **approve the minutes of the September 17th meeting.** Mr. Foley seconded the motion and the vote thereon resulted as follows: Mr. Coffman - yea, Mr. Patrick - yea, Mr. Foley - yea.

CITIZENS' COMMENTS:

Ms. Dedden said she knew that the Board didn't have to answer any questions that she had but she would like Mr. Coffman and Mr. Foley to explain why they do not want to record the Board meetings. She said the trustees worked for the taxpayer and they wanted total transparency. She said earlier in the year she had come to the Board as a Waynesville Council member asking the Board to join the Village of Waynesville in sharing the cost of installing a new water main and fire hydrant on Edwards Drive, which the Board denied. She said the township had saved twenty-five thousand by not contributing to that project.

She said at another meeting a former township employee reported that it was much too costly to record the meetings as the equipment needed would cost thousands of dollars and it was much too time consuming for her job.

Ms. Dedden said at that time Mr. Patrick had reported that, after doing some research, he had found that it would only cost about a thousand dollars for equipment needed to record the meetings. She said a motion had been made to purchase the recording equipment but the motion didn't get a second. She said the residents of the township want to know why. She said the Village of Waynesville records their meeting so why doesn't the township.

Mr. Chuck Dedden said he was a concerned taxpayer and didn't think it was too big of a request to ask that the meetings be recorded. He said when you refuse to record it appears that things are being hidden, even though that may not be the case. He said he voted in every election and would remember each of the trustees at the time of their re-election.

John Patrick asked, "Why not record the meetings"? He said the recordings could possibly be beneficial in future court cases. He further stated that police were initially opposed having dash and body cameras but overtime have found that it can be beneficial to them.

He said there are people who cannot attend the meetings and the minutes do not reflect everything that is said during a meeting.

DEPARTMENT REPORTS:

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ROAD DEPARTMENT:

Road Superintendent, Scott Camery provided the following report:

All **striping** has been completed.

Bushwhacking is all but done.

I expect the **road salt** to be delivered within the next couple of weeks.

I am preparing to order "**beet heet**".

We have made a round of "**patching**", in preparation for the winter season.

I have **a few projects** to complete before we start preparing the trucks for the winter snow season.

All equipment is at 100% availability.

[Mr. Coffman asked Mr. Camery if they needed to do any sweeping of intersections before the Motorcycle Hill Climb, which will be held on October 13th. Mr. Camery said he planned to do so.]

FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

Monthly **activity reports** for September were previously emailed to the trustees.

September Activity Reports

Ems runs for September	71
Fire runs for September	<u>29</u>
Total runs for September	100

Year to Date Activity Reports

Ems runs for 2019	590
Fire runs for 2019	<u>271</u>
Total runs for 2019	865

Year-to-date totals are up 94 from 2018.

I have submitted an application to **Ohio Pharmacy Board** for a license for the new fire station. We have received forms to request a refund of the \$440.00 application fee.

WTFD Inc. is **pricing out appliances** and the committee is in place to make around \$10,000 in purchases for new station.

DC Cox has about 95% of cable ran and is **working on mounts for TV's and monitors**. Will most likely wait until after move in to install speakers in rooms and bays.

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After the Ohio Sauerkraut Festival, we will be **ready to move** the following **large items** into the new station: Gear Washer, Breathing Air Compressor & Cascade, Ice Maker, Washer & Dryers, & Hose rack.

Everything is switching to **Sauerkraut Festival** mode.

I have an **application for membership** which was submitted by Aaron D. Howard.

ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report:

PERMIT ACTIVITY:

- (1) Site plan application- \$500.00
Chris Cadwallader, 3119 St. Rt. 73

- (2) In-ground pools- \$75.00 each
Aquarian Pools, 8256 Bellbrook Rd.
Robert Sherman, 8170 Lytle Trail

- (3) Single-family homes- \$225.00 each
Ellis Custom Homes, 8978 Brandon Lane
Ellis Custom Homes, 9089 Valdosta Way
TK Constructors, 8229 Cedar Hill Rd.

- (1) Accessory Structure under 200 sq. ft. \$25.00
Robert Zehring, 9700 Ferry Rd.

- (3) Variances-\$500.00 each
George and Donna Vogel, 8640 N. St. Rt. 42
Jeffrey McGrady, 2084 Corwin Rd.
Brian Frederick, 7756 Old Stage Rd.

10 permits issued for a total of \$2,850.00. All money has been deposited.

October hearings:

BZA- October 17th

David Danner: 5400 Lytle Rd, conditional use/site plan for a detached secondary dwelling.

George Vogel: 8640 N. St. Rt. 42, variance, side yard setback.

Jeffrey McGrady: 2084 Corwin Rd., variance, side yard setback.

Brian Frederick: 7756 Old Stage Rd., variance, accessory building size.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

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Fire Station: Status Update

PCI: Front entrance is framed and working on Training room ceiling framing and front overhang EFIS.

Cin.-Dayton Fire Protection: fire alarm test was done on Monday.

Mid-Miami Roofing: is working on finishing flat roofs with trim and flashing. Fascia and soffits 90% complete. Gutters and down spouts completed and front trim started. Roof vents to install. No activity since last meeting.

Applied Mech.: Ducts in office area are complete. Interior rough plumbing and mechanical complete. A/C units operational. Setting plumbing fixtures as casework is installed.

Kenmarc Electric: Finishing up on fixtures and equipment.

Miter Masonry: Complete except for monument sign cleaning brick.

Overhead Doors: Finished and operational.

Painter: Bay walls, ceiling, second floor 90% completed. Painting in office area first coat complete. Starting second coat as casework is installed.

Concrete: Parking lane in rear parking lot and shelter pad poured on 9.20.2019. "Six separate pours scheduled two days apart. Three full days of prepping. All of September. Has committed to make everything right with owner." This quote from JDDrew became a false promise followed up with an apology letter with commencement this week. (October)

Pinnacle Paving: completed asphalt at front sidewalk and striped on Friday.

Loveland Excavating: back-filling curbs with top soil complete. Waiting on concrete sidewalks to be poured.

Owner supplied items being worked on. Wiring is being pulled. Equipment racks are ready to set after painting.

Owners are working on **signage**.

Wood Working Shop: Casework being installed. (three weeks?)

Flag Pole: was set yesterday.

Safe Shed: was set today.

Carter Drive CDBG: Five bids were received with \$177,302.00 being the low bid and \$193,871.00 being the second lowest. Hopefully the County will award the bid in about two weeks.

Chip-Seal: All roads were sealed, swept and striped.
Additional roads were re-striped last week per our schedule and contract with Warren County.

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Copier: After looking at multiple copiers through different businesses I feel that Modern Office Methods provided a great renewal contract for supplying a new lease for copier/fax machines for the administration building and new fire station along with a maintenance agreement. The contract does allow a five percent increase per year on the equipment maintenance agreement.

OTARMA: American Risk Pooling Consult issued our loyalty rebate check, as a qualifying member, for \$3,181.86.

BWC: We received a rebate of \$13,193.84 on the 2017 premiums that we paid. The rebate was equal to eighty-eight percent of the premiums.

Warren County 2020 (HMP)

Community profile update survey is due in by October 8th.

Re-write of the plan is required every five years. First meeting is Friday, November 22nd.

Misc.

Mr. Edwards asked for approval to purchase **luminary candles** to donate to Waynesville's "Christmas in the Village" as we have done in the past. He said he usually orders a two years supply. Mr. Patrick asked about the cost and Mr. Edwards said he thought it would be approximately nine hundred dollars. Mr. Edwards said unless someone said otherwise it was within his allowable spending range and he would go ahead and order them. None of the Board members voiced opposition.

Warren County Parks Fall Festival is scheduled for Saturday October 5th
50th Ohio Sauerkraut Festival is in need of Street Ambassadors.

OLD BUSINESS:

Magazine Status: Mr. Patrick said he just about had everything together to submit for publication of the Wayne Township community magazine. He said it was a couple weeks behind schedule but would still go out as a fall edition.

Fire Department Payroll: Mr. Edwards said he and Chief Scherer had talked about the rate increase and after going over the numbers again he thought a three-dollar increase per hour, per shift, would help retain more of the departments personnel. He said he could have legislation on pay rate increases ready for approval at the next meeting.

Other: None

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2019-54 AUTHORIZING ADMINISTRATOR TO ENTER INTO A CONTRACT AND LEASE AGREEMENT WITH MODERN OFFICE METHODS FOR THE LEASE AND INSTALLATION OF PRINTER, COPIER, SCANNER, FAX SYSTEMS FOR ADMINISTRATION BUILDING AND FIRE STATION

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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. Foley – yea; Mr. Coffman - yea. The resolution was therefore adopted the 1st of October 2019.

RESOLUTION 2019-55 APPROVE THE POSITION AND PAY RATE CHANGE OF KOLTON R. HOFFER OF THE WAYNE TOWNSHIP ROAD DEPARTMENT AS A FULL-TIME ROAD WORKER I

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. Foley – yea; Mr. Coffman - yea. The resolution was therefore adopted the 1st of October 2019.

RESOLUTION 2019-56 AUTHORIZING ADMINISTRATOR TO ENTER INTO A CONTRACT AND LEASE AGREEMENT WITH CINTAS FIRE PROTECTION FOR THE ALARM MONITORING FOR THE NEW FIRE STATION

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. Foley – yea; Mr. Coffman - yea. The resolution was therefore adopted the 1st of October 2019.

RESOLUTION 2019-57 APPROVE THE ACCEPTANCE AND HIRING OF AARON D. HOWARD TO THE WAYNE TOWNSHIP FIRE DEPARTMENT AS A VOLUNTEER FIREFIGHTER/EMT IN TRAINING

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. Foley – yea; Mr. Coffman - yea. The resolution was therefore adopted the 1st of October 2019.

RESOLUTION 2019-58 CONCERNING AN APPLICATION FOR SITE PLAN APPROVAL FROM CHRIS CADALLADER FOR 3119 E. ST. RT. 73 (PID: 0513300001) FOR A USED CAR LOT

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. Foley – yea; Mr. Coffman - yea. The resolution was therefore adopted the 1st of October 2019.

Other: Ms. Barbara Burkard is scheduled to speak on October 15th concerning “Convention of the States”.

CORRESPONDENCE:

Warren County Health Department: Monthly newsletter.

Warren County Auditor: Notice of property value increases.

Charles E. Harris & Associates, Inc.: Notice of services offered by the company.

Public Utilities Commission of Ohio: Notice concerning Winter Reconnection Orders.

7:30 P.M. SITE PLAN REVIEW HEARING

Mr. Patrick opened the public hearing to consider a site plan review for Chris Cadwallader on property located at 3119 E. State Route 73 (PID: 0513300001).

Ms. Lowing provided a staff report and PowerPoint presentation (**see attachment A**) on the property as it currently is and read her eleven recommendations (**see resolution 2019-58**) for the property, to use as a used car sales lot.

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Shane Arrington (7289 Township Line Rd.) who said he also owns a commercial property at 2921 State Route 73, spoke in opposition to the property being used as a used auto sales lot. He said it was zoned B-2 and he knew the zoning. He said it clearly states that no car lots or store and locks are permitted on these pieces of property.

Ms. Lowing said auto sales are permitted in a B-2 and B-3 zones, with a site plan approval.

Mr. Arrington stated that he knew on his commercial property the zoning clearly states no car lots or store and locks are permitted.

Mr. Patrick told Mr. Arrington if his property is in Clearcreek Township they had different zoning rules/regulations.

Mr. Arrington stated that his properties were in Clearcreek Township.

Chief Scherer asked if the ODOT Traffic Division would have to review and approve this since it is a change of use and accessed from a state highway. He also asked if there would be any kind of secured access to the property, such as gates.

Mr. Cadwallader said there would be restricted access but he didn't know if anything would be required by ODOT.

There was a **discussion** concerning the vehicles currently on the property, the volume of vehicles planned for the business, use of the buildings and the timeline of completing the eleven recommendations.

Ms. Linda Arrington (7289 Township Line Rd.) said she felt this would decrease the value of their property.

Mr. Patrick said the hearing was to approve a site plan of existing zoning and not to make a change to the zoning.

Mr. Patrick motioned to approve of the site plan with the eleven recommendations submitted by the Zoning Inspector. Mr. Coffman seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Patrick – yea; Mr. Foley – yea; Mr. Coffman – yea.

WORK SESSION: None

EXECUTIVE SESSION: None

ADJOURNMENT: Being no further business, Mr. Patrick made a motion to adjourn at 7:54 p.m. Mr. Foley seconded the motion. The motion passed with a unanimous vote.



President, Board of Trustees

Fiscal Officer