

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD NOVEMBER 19, 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, Diane Colvin, Tom Duerr, Kimmer Sweet, Tim Lee, and John Federle.

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

Mr. Coffman motioned to **approve the minutes of the November 5th meeting.** Mr. Patrick seconded the motion and the vote thereon resulted as follows: Mr. Coffman - yea, Mr. Patrick - yea, Mr. Foley - yea.

CITIZENS' COMMENTS:

Mr. Duerr spoke concerning recording of township meetings.

He said all meetings held in the meeting room should be recorded and it was necessary for the township to move forward with recording of the meetings. He said the previous Assistant Administrator had prepared cost information for recording equipment that would be needed and at one time it seemed like the Board was moving forward on recording of the meetings. He asked what had happened between March and September when Mr. Patrick had asked for approval to purchase recording equipment at a cost of \$1,000.00 but couldn't get a second on a motion to do so. He asked that the Board later in the meeting, under old business, bring up audio and or video recording.

Mr. Federle asked if there was a plan to convene a committee to review the Village Transition Zoning as had been mentioned back in September.

Mr. Patrick said that could be added back to the agenda. He then asked Ms. Lowing if there were plans to have a review of the zoning code in the upcoming year.

Ms. Lowing said a zoning commission meeting was scheduled for early January and could discuss possible changes.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Superintendent, Scott Camery provided the following report:

We are doing some diagnostics on the **2008 Ford pickup** to see what is wrong with it.

FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

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Passed our **Ohio Pharmacy Board inspection** on Wednesday for the new station and Dr. Kiefaber is signing it.

New squad inspection has been completed and it is in process of being taken to 911 Fleet in northern Kentucky for lettering and other dealer items. It should be delivered to us in about a week.

LOEB Grant for 2019 / 2020 Fiscal Year we received \$19,000. The grant was written for the funds to be used towards the purchase of a replacement vehicle.

Working to complete our **2019 State EMS Grant** (\$4,547.00). Submissions and purchases need to be completed by end of the year.

We will be starting our **orientation / training** on the new station on November 25th.

[Mr. Foley thanked Chief Scherer and his staff for the extra time they have been putting in while working on the new fire station.]

ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report:

Hearings:

BZA- Hearing scheduled for November 21, 2019: Brett Wenzler, 9664 Seminole Trace, setback variance.

Zoning Commission:

The **Zoning Commission meeting** scheduled for January 2, 2020 has been rescheduled for January 9th and the meeting scheduled for February 6, 2020 has been rescheduled for February 13th.

Violations:

I have been in contact with several property owners concerning violations on their properties. Two of them have outlined their plans for addressing the violations.

Cleaning:

Ms. Lowing reported that after the company that she had contacted to clean the administration building cancelled on her twice she decided to have another company come take a look at what needed to be done.

[There was a brief discussion concerning the extent of the proposed cleaning and future maintenance of the building.]

ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

Fire Station: Status Update

PCI: Complete.

Cin.-Dayton Fire Protection: Complete.

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Mid-Miami Roofing: Two front entries to be completed along with gutters and down spouts and front trim.

Applied Mech.: Complete.

Kenmarc Electric: Complete.

Miter Masonry: Complete except for monument sign cleaning of brick and installing columns.

Overhead Doors: Complete. (final adjustment)

Painter: 95% complete. A few windows and door trim to stain. Front Entry.

Concrete: Sidewalks along roadways to finish.

Pinnacle Paving: Street cut back lot to do.

Loveland Excavating: Working on final grading and clean-up.

Owner: Signage has been ordered. Wiring is done except bays. Spectrum complete. Speakers to run. Fuel dispenser is on order.

Furniture: Has been delivered and installed. Few pieces had to be re-ordered.

Wood Working Shop: Three doors and trim. (95% complete)

Safe Shed: Delivered set. FEMA 361 kit is in.

Landscaping: Plants around building installed.

Carter Drive CDBG: Driveway culvert pipes on West side have been installed along with the first cross-over pipe. Starting on East side driveway pipes and waiting on some ditching issues to be resolved.

Copiers: New copiers are to be delivered Thursday morning.

IAP: This is a Government Services Group that provides project management services in the State of Ohio. Waiting on AAI, Inc. to send electronic file of construction drawings.

Project LT-54: (see proposal in packet for description)
Legislation to approve American Gunitite for restoration process on this project in 2020.

Aflac Open Enrollment:
Meeting scheduled for noon on Tuesday, Nov. 26th.

Misc.
I will be attending the Ohio Township Administrators Network meeting in Columbus this Friday.

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David McCandless District Representative for the office of Congressman Steve Chabot will be speaking our December 5th meeting.

OLD BUSINESS:

Township Magazine Status:

Mr. Patrick reported that he had spoken to Stacey Castle today and everything is moving forward on its publication.

Other:

Mr. Patrick asked if anyone wanted to add recording of the meeting back on the agenda. Both Mr. Coffman and Mr. Foley were opposed to adding it back to the agenda.

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2019-62 REQUESTING THAT THE COUNTY AUDITOR CERTIFY TO WAYNE TOWNSHIP THE TOTAL CURRENT TAX EVALUATION OF WAYNE TOWNSHIP; AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY A 1.80 MILL RENEWAL LEVY

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. Foley – yea; Mr. Patrick – yea; Mr. Coffman - yea. The resolution was therefore adopted the 19th of November 2019.

RESOLUTION 2019-63 AUTHORIZING CONTRACT WITH NATIONAL GUNITE FOR REHABILITATION OF FOUR (4) 54-INCH CMP CULVERT PIPES IN LYTTLE TRAILS SUBDIVISION.

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. Patrick – yea; Mr. Foley - yea. The resolution was therefore adopted the 19th of November 2019.

Other:

Mr. Edwards and Ms. Lowing plan to attend a Miami Valley Planning and Zoning Workshop on December 6th.

CORRESPONDENCE:

Warren County Health Department: Monthly newsletter.

Ray Hensley, Inc.: An invitation to their annual Christmas Party.

Warren County Engineer's Office: An invitation to participate in the 2020 Combined County & Township Annual Resurfacing and Striping Projects.

OTARMA Service Center: Information concerning Faithful Performance of Duty Coverage.

Clean Ohio Fund, Green Space Conservation Program: Seeking nominations to fill vacancies of their board.

CMS: Information concerning requirements to track all EMS runs beginning in 2020.

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WORK SESSION: None

EXECUTIVE SESSION: None

ADJOURNMENT:

Being no further business, Mr. Coffman motioned to adjourn at 7:27 p.m. Mr. Patrick seconded the motion and the vote thereon resulted as follows: Mr. Coffman - yea, Mr. Patrick - yea, Mr. Foley - yea.

President, Board of Trustees

Fiscal Officer