

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
HELD JANUARY 7, 2020**

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

**Roll call:** Mr. Patrick – present; Mr. Foley - present; Mr. Coffman – 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, Andy Jacobs, Gary Breeze, Tom Duerr, John Federle, and Tim Lee.

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

Mr. Coffman motioned to approve the **minutes of the December 3<sup>rd</sup> meeting.** Mr. Foley seconded the motion. The motion passed with a unanimous vote.

Mr. Patrick motioned to approve the **minutes of the December 17<sup>th</sup> meeting.** Mr. Foley seconded the motion. The motion passed with a unanimous vote.

Mr. Coffman motioned to approve the **minutes of the December 30<sup>th</sup> meeting.** Mr. Patrick seconded the motion. The motion passed with a unanimous vote.

**CITIZENS' COMMENTS:** None

**DEPARTMENT REPORTS:**

**ROAD DEPARTMENT:**

Road Superintendent, Scott Camery provided the following report:

We received the **2020 Road Re-surfacing** cost estimates from the Warren County Engineer's Office. I compiled a list from our "road work schedule", thoughts? Ideas? It is quite ambitious, however there is room to move things around.

I am currently waiting parts and pieces for the "**Boss**" **snow plow** to be delivered. When everything has been received I will get the F-250 scheduled for installation of the plow.

The purchase order for the purchase of the **John Deere Z994R mower** has been submitted to Koenig John Deere. We are waiting for John Deere corporate to approve and release, once John Deere has processed the paperwork it will be delivered.

I attended a **meeting on the 18<sup>th</sup> of December** at the Warren County Communications Center. This was the first meeting (that anyone could remember) of all the Road Supervisors from the Townships in Warren County. It was well attended, and many issues were discussed regarding radios and "call out" procedures and protocol. We had a good exchange of ideas and potential solutions. In the future we plan to meet at least once a quarter.

The **2008 F-150** is still giving us problems; however, we are still working on it.

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In addition to the road re-surfacing list, I am working on **2020's "to do" list**.

Currently working on completing our **Sign Inventory** before moving on to Equipment and Culvert Inventory and inspection.

All Road **Department equipment** is available excluding the F-150.

[The Trustees, Mr. Edwards, and Mr. Camery discussed the proposed 2020 roadway re-surfacing schedule and the cost estimate given by the Warren County Engineer's Office. They also discussed various options to the proposed schedule.]

**FIRE DEPARTMENT:**

Fire Chief, Paul Scherer provided the following report:

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

**December 2019 Activity Reports**

EMS runs for 2020	76
Fire runs for 2020	<u>27</u>
Total runs for 2020	103

**Year to Date Activity Reports**

EMS runs for 2020	76
Fire runs for 2020	<u>27</u>
Total runs for 2020	103

**December 2018** had 20 Fire & 39 EMS total of 59. For December we were up 44 from last year.

Started **drivers training** of the new squad. We plan to have it in service later this month.

**Installed shelving** at old station to organize items from new station.

**LOEB grant** and vehicle replacement.

Working on lots of items at **new station**.

[The Trustees and Chief Scherer discussed the purchase of a 2019 Chevrolet Tahoe and additional emergency lighting and equipment for the vehicle.]

**Chief Scherer** said the \$19,000 Loeb Foundation grant that we received had been designated to be used towards the purchase of the new vehicle. He said if purchased the new vehicle would replace his 2014 Ford Expedition and the 2014 would be used to replace the 2011 Ford Expedition. The 2011 would be placed on the internet auction website GovDeals.com.

There was also discussion concerning other equipment that would need to be replaced within the next few years.

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After the discussion **Mr. Patrick** motioned to allow up to \$31,000.00, in addition to the Loeb Foundation grant, to purchase the new vehicle and additional emergency lighting and equipment for it. Mr. Coffman seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Foley – yea; Mr. Patrick – yea; Mr. Coffman – yea.

**Mr. Foley** commended Chief Scherer for the time and work he has put into the new fire station.

**Mr. Breeze** asked if a date had been set for the dedication and open house of the new fire station.

**Chief Scherer** said an open house is scheduled for January 25<sup>th</sup> for just the department's Honorary Members.

**Mr. Patrick** said an open house for the community would be held in the spring.]

### ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report:

Monthly Zoning Report—December 2019

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#### PERMIT ACTIVITY:

- Single-family home- \$225.00 each  
Ellis Custom Homes, 9499 Sandy Run  
Landon Perdue, 9860 N. Cincinnati Columbus Rd.  
Ellis Custom Homes, 8985 Brandon Ln.
- Accessory Structure \$100.00  
Heather Schwarzkopf, 8969 Brandon Ln.
- Addition -\$100.00  
Dean Fowler, 7410 E. St. Rt. 73

5 permits issued for a total of \$875.00. All funds have been deposited.

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### ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

#### Fire Station: Status Update

Contractor gave permission of full move-in and operating out of station, on December 13, 2019.

Working on final pay application and partial release of retainage along with punch-list items.

Close-out procedures.

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Ground sign ready to be installed after metal cap installed over brick ledge.

Fuel dispenser scheduled for delivery in early January.

**Carter Drive CDBG:**

Paving on hold until spring.

**Project LT-54:**

American Gunitite for restoration process on this project in 2020. Signed contract received.

**Ohio BMV:**

Verifying all vehicle registrations and plates that have been issued.

**Inventory:**

Doing a complete inventory of Road Department equipment, materials and supplies.

**Eagle Scout Project:**

Dean Byers, we are looking at different alternatives for his project with one being here at the administration building.

[There was a brief discussion concerning various alternatives for Eagle Scouts Projects.]

**Assisted Village of Waynesville:**

The Road Department assisted the Village of Waynesville by using the bucket truck to replace a broken bolt on the traffic light at the intersection of U.S. Rte. 42 and St. Rte. 73.

**Misc:**

OTA Conference registrations.

Major Steve Arrasmith (Warren County Drug Task Force) will be giving his annual report at our next meeting.

**OLD BUSINESS:**

**Township Magazine Status:**

Mr. Patrick apologized for the continued delays. He said he and Mr. Edwards had agreed that it would be best to publish it as a "Spring Edition".

**NEW BUSINESS:**

**Questions or Concerns Regarding the Bills:** None

**Legislation:**

**RESOLUTION 2020-01 RESOLUTION APPOINTING WAYNE TOWNSHIP OFFICERS AND REPRESENTATIVES FOR YEAR 2020**

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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. Foley – yea; Mr. Patrick – yea; Mr. Coffman – yea. The resolution was therefore adopted the 7<sup>th</sup> day of January 2020.

**RESOLUTION 2020-02 RESOLUTION AUTHORIZING TOWNSHIP OFFICIALS TO ATTEND LOCAL, STATE AND NATIONAL CONFERENCES AND AUTHORIZING REIMBURSEMENT PAYMENT FOR EXPENSES INCURRED WHILE ATTENDING THOSE MEETINGS FOR 2020**

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 7<sup>th</sup> day of January 2020.

**RESOLUTION 2020-03 RESOLUTION APPROVING PAYMENT OF COUNTY AND STATE ASSOCIATION DUES FROM THE GENERAL FUND FOR YEAR 2020**

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. Foley – yea; Mr. Patrick – yea; Mr. Coffman – yea. The resolution was therefore adopted the 7<sup>th</sup> day of January 2020.

**RESOLUTION 2020-04 TO SET OR FIX THE ANNUAL SALARY OF THE TOWNSHIP TRUSTEES AS PERMITTED AND DETERMINED BY O.R.C. 505.24**

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. Foley – yea; Mr. Patrick – yea; Mr. Coffman – yea. The resolution was therefore adopted the 7<sup>th</sup> day of January 2020.

**RESOLUTION 2020-05 RESOLUTION AMENDING TEMPORARY APPROPRIATION FOR 2020**

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. Patrick – yea; Mr. Foley – abstained; Mr. Coffman – yea. The resolution was therefore adopted the 7<sup>th</sup> day of January 2020.

**Other:** None

**CORRESPONDENCE:**

**Warren County Health Department:** Monthly newsletter.

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

**ADJOURNMENT:**

Being no further business, Mr. Foley motioned to adjourn at 7:48 p.m. Mr. Patrick seconded the motion. The motion passed with a unanimous vote.