

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD FEBRUARY 18, 2020**

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

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

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: Andy Jacobs, Gary Breeze, Tom Duerr, George Cherryholmes, Diane Colvin, and John Federle.

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

CITIZENS' COMMENTS:

Mr. Breeze spoke concerning the County Commissioners recent decision approving rural waterline extensions for certain areas of the county, which included parts of Wayne Township. He said there had been no prior discussion at the Board meetings concerning the waterline extensions. He said he thought the Board should have been in discussion with the County Commissioners concerning their decision on the waterlines. He asked if there was any structure as to when the Board is alerted of a waterline extension that the residence can also be alerted for a discussion concerning the County's plans.

Mr. Foley said he didn't really have an answer to Mr. Breeze's question because the Township doesn't control water, but did understand the need for notices to be given.

Chief Scherer said he did not think the County was installing water lines. He said he thought the maps for waterline extensions were proposals for areas where waterlines could be extended in the future.

Mr. Camery said any waterline extensions would only be made when enough residence in an approved area petitioned the County for the waterline extensions and the County at that time approved of such extensions.

Everyone agreed that the Board should have prior notification from the County when there are plans for waterline extensions.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Superintendent, Scott Camery provided the following report:

Work is continuing on the **equipment maintenance.**

Inventory has been completed, entered in electronic form and has been submitted to the Administrator.

John Deere **Z994 mower** has been delivered and some training has been completed.

On Thursday, February 20th Kolton will be taking his **CDL test.**

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Looks like we have possible start date of early March for the **Lytle Trails project**.

Work at the **New Burlington Cemetery** is still on the schedule as weather permits.

We have 100 % **equipment availability**.

[There was a brief discussion concerning the 2020 chip seal program which will be bid through the County Engineer's Office.]

FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

The **Fuel System** tank has been delivered and we are waiting on the pump, panel & fill station.

The **Breathing Air compressor** has been serviced and certified. Had a regulator that needed to be replaced.

We have conducted three (3) **interviews** and waiting on physicals and other steps of the process. Plus, I have received three (3) more potential applicants.

New Tahoe is lettered and at station waiting on the light bar and command module.

I'm working on **State EMS Grant and AFG Grant**.

ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report:

Subject:Mid Monthly Zoning Report

ZONING COMMISSION

Public meeting scheduled for March 12th for discussion regarding VT-PUD.

New schedule for the zoning amendment process:

March 5th, Zoning Commission-Initiate the zoning amendment process.

April 2nd, Zoning Commission- Public hearing.

April 21st, Trustees- Public hearing.

BZA

Two variance hearings scheduled for February 20th.

MAGAZINE

Magazine is on schedule to be published and mailed by the first week of April.

[Mr. Duerr asked if the March 5th, April 2nd, and April 21st meetings were for the accessory structure amendments that are being reviewed. Ms. Lowing said that was correct.]

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ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

Fire Station: Status Update

I have been busy working on **public records requests** from some of the sub-contractors who are trying to close out their contracts with Bunnel Hill Construction.

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

Working on **Close-out** procedures and documents.

The **ground sign** has been installed by Fast-Signs.

The **Fuel dispenser** has been delivered.

Carter Drive CDBG:

Paving on hold until spring.

Project LT-54:

American Gunitite for restoration process on this project in 2020.

Scheduled start date is March 2nd weather permitting or soon thereafter.

Inventory:

Road Department inventory of equipment, materials and supplies has been completed.

Thank you Scott.

Health Insurance:

Received our renewal update with options for our health insurance plan. Please review the information that I have included in your packet and give me some feedback.

Warren County Hazard Mitigation Planning:

Meeting #3 is in March.

Recycle Rally:

Set for Saturday, April 25th from 9:00-2:00

OTA Conference:

Stacey and I were able to attend the OTA Winter Conference and took in several educational work-shops.

Thank you for allowing us to attend.

Misc.

W.C. Engineer Report to Township Trustees March 5th (reservations have been made)

Trustees need to check your mail boxes in the workroom.

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OLD BUSINESS:

Township Magazine Status:

We need all content and advertiser's information by the 1st of March. Please let us know what articles you are writing and the topics.

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2020-11 RESOLUTION AFFIRMING THE APPOINTMENT OF TONY WILLIAMS TO THE WAYNE TOWNSHIP ZONING COMMISSION AS A REGULAR MEMBER

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 – absent; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 18th day of February 2020.

Other:

The Trustees and Chief Scherer agreed to have a "Ribbon Cutting Ceremony" along and open house for the new fire station on Saturday April 18th beginning at 10:00 a.m.

CORRESPONDENCE:

Warren County Recorder: Notice of requirements to file zoning resolutions and amendments with the County Recorder.

Pinnacle Paving and Sealing: In reference to Fire Station #2, a notice of intent to lien and an affidavit to demand the withheld funds.

LCNB National Bank: A notice of changes of personnel within departments of the bank.

WORK SESSION: None

EXECUTIVE SESSION: None

ADJOURNMENT:

Being no further business, Mr. Patrick motioned to adjourn at 7:24 p.m. Mr. Foley seconded the motion. The motion passed with a unanimous vote.

President, Board of Trustees

Fiscal Officer