

## MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD FEBRUARY 2, 2016

Mr. Bradley Coffman called the meeting to order at 7:03 pm.

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

The following *staff* were also present: Administrator, Donald Edwards; Fire Chief, Paul Scherer, Roads Department Supervisor, Scott Camery and Zoning Inspector and Asst. to the Administrator, Erin Hartsock; and Fiscal Officer, Darrell Coffman.

The following *residents* were also present: George Cherryholmes, Andrew Jacobs, Gary Breeze, Alex and Tim Hines, and Brad and Nate Eschler.

*Guests* present: Scott Lipps, Ohio (62<sup>nd</sup> district) Ohio State Rep. candidate, Barney Wright, Warren County Treasurer candidate and Darlene Hicks of Peoples Bank.

Board President, Bradley Coffman welcomed those in attendance.

Mr. Coffman asked the Boy Scouts present to lead those in attendance in the pledge of allegiance to the flag.

Mr. Foley motioned to approve the Minutes of the previous meeting. Mr. Coffman seconded the motion. Upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea, Mr. Patrick – yea, Mr. Foley – yea.

### **CITIZEN'S COMMENTS:**

Mr. Coffman opened the floor for Mr. **Scott Lipps**, candidate for Ohio State Representative (62<sup>nd</sup> District). Mr. Lipps thanked the Trustees for allowing him to attend. He went on to provide a brief overview of his platform, background and recent redistricting initiatives. The Trustees thanked him for his time.

Mr. Coffman then welcomed Mr. **Barney Wright**, candidate for Warren County Treasurer. Mr. Wright thanked the Trustees for allowing him to attend. He went on to provide a brief overview of his other community roles as well as goals and background. The Trustees thanked him for his time.

Mr. **Gary Breeze** stated his desire for the community to obtain outdoor warning sirens. Mr. Edwards stated he would look into it.

### **DEPARTMENT REPORTS:**

#### **ROAD DEPARTMENT:**

Road Department Supervisor, Scott Camery reported as follows:

Wash bay water lines have been repaired/replaced and are in good working order.

The weather has recently permitted efforts to resume tree-trimming.

## MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD FEBRUARY 2, 2016

Mr. Camery is currently working with Mr. Edwards to identify options for 2016 road projects and is also gathering estimates to refit an older Fire Dept. tanker chassis into snow plow truck as was the intention when the tankers were purchased in 1997.

Discussion was had regarding the age/mileage of the tanker vs. the condition of the current vehicles. It was stated that the retro-fitting option would lend itself to having a very low mileage plow, but depending on retro-fitting costs, may or may not be the most economical solution.

Mr. Camery also spoke to a concrete contractor regarding options concerning front entrance walkway. Additionally I asked about slab floors at the administration building. Mr. Camery is awaiting a response on both regards.

Moving forward, Mr. Camery plans to begin mower maintenance in preparation for spring. He is also analyzing the volumes of information gained from the OTA conference and trade show determining what lessons to apply to the department's operations.

Mr. Camery concluded by stating that equipment is at 100% availability.

### **FIRE DEPARTMENT:**

Fire Chief, Paul Scherer reported as follows:

Monthly activity reports for January were previously distributed to the Trustees. The Wayne Township Fire Department responded to: 75 EMS calls and 9 Fires for 84 total runs. Year-to-date responses are up one (1) from 2015.

Mr. Scherer shared a letter of resignation from Mr. **Naveed Khan** and a letter from the **Washington Township Trustees** regarding procedural changes for non-emergency downed trees.

Mr. Scherer went on to state that all pre-employment physicals and drug screens will now be handled locally at Waynesville Urgent Care.

He looks forward to February 16 when WFTD will be fitted for eight (8) new sets of turnout gear purchased with funds from a 2015 LOEB grant.

Mr. Scherer reported that a recent Officers' meeting resulted in the Officers agreeing to change **refueling protocol**. All refueling will now take place at the Roads Garage where there is only diesel fuel available. Mr. Edwards is also still looking into mis-fueling guards.

Mr. Scherer concluded by stating that annual protocol testing with skill continues with the written exams planned for February and that the department had their 2016 Pharmacy Board License renewed.

## MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD FEBRUARY 2, 2016

### ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported on the following:

Regarding the **revision of the Zoning Code**, the next CAC meeting is scheduled for Wednesday, February 3 at 6:30. The Committee is scheduled to finalize the administrative sections of the Code (drafts available online).

The CAC has new interested participants. Ms. Hartsock anticipates getting a revised roster to the Trustees February 16<sup>th</sup>.

Regarding the **Stream signage project**, Ms. Hartsock is meeting with WCSWCD Wednesday to discuss the final details.

Regarding training and development, Ms. Hartsock attended the Ohio Township Association and participated in several informative training sessions. She will apply lessons learned as the opportunities present themselves. Additionally, she will be attending the next two (2) sessions of the Warren County Safety Council.

### ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

Mr. Edwards elaborated on the procedural changes that the **Washington Township Trustees** are requesting regarding responding to non-emergency downed trees. For such trees they are requesting that WC Dispatch to contact their Roads Department Supervisor or the Warren County Engineer's Office on County roads. If there is no response within 10 minutes, then they will be dispatched to the Wayne Township Fire Dept. However, all downed trees involving vehicular accidents, power lines, etc. will continue to be dispatched directly to WTFD.

Mr. Edwards sent a "Thank you" to the Quaker Heights Care Community for their donation toward the purchase of the "**LUCAS 2 Chest Compression System**" other funding was provided by the Ohio EMS grant and a W.T.F.D., Inc. donation.

Wayne Township was awarded a **MORE Grant** from OTARMA toward the purchase of two (2) "Workers Ahead" and two (2) "Road Work Ahead" roll-up signs for construction zones along with some "Hi-Vis" traffic safety vests, gloves and hard hats.

Mr. Edwards reported that he was proud of the turnout at the annual OTA Conference with three (3) elected officials and three (3) department heads participating. He is looking forward to applying the lessons learned and thanked all for attending.

Mr. Edwards concluded by stating that he had spoken with the Mayor of Waynesville regarding their participation in the spring **Recycle Rally**. The Mayor seemed interested, but the matter would need to be discussed with the acting Administrator, who was out of town.

### OLD BUSINESS:

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
HELD FEBRUARY 2, 2016**

**Stream Signage Project:** Ms. Hartsock discussed options for advertising the event. It was agreed that small campaign-style signs would be most appropriate. Cost estimates will be provided on February 16.

**NEW BUSINESS:**

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

**Legislation:** None

**CORRESPONDENCE:**

- **Time Warner Cable-** Notice that another step will be taken toward going all digital in the service area.
- **Dayton Power & Light-** Notice that a discount applied to lighting districts will not be valid after 2016 due to DPLER's sale of Miami Valley Lighting.
- **Museum of the Friends Home-** Thank you for annual dues
- **US Census Bureau-**2016 Government Unit Survey in preparation of the 2017 Census of Governments

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

Being no further business, Mr. Foley motioned to adjourn at 7:53 p.m. Mr. Patrick seconded the motion. The motion passed by unanimous vote.

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President, Board of Trustees

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Fiscal Officer