

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD APRIL 5, 2016

Mr. Bradley Coffman called the meeting to order at 7:00 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 and Andy Jacobs.

Guests present: Warren County Sheriff, Larry Sims and Drug Task Force Commander, Steve Arrasmith.

Board President, Bradley Coffman welcomed those in attendance.

Mr. Coffman led those in attendance in the pledge of allegiance to the flag.

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

Mr. Coffman welcomed **Mr. Sims** and opened the floor for him to provide his Department's Annual Report. Mr. Sims distributed printed copies of the annual report and verbally summarized some of the activity highlights of 2015.

Mr. Arrasmith was present to share the Annual Report for his organization. Mr. Arrasmith distributed printed copies of the annual report and verbally summarized some of the activity highlights of 2015.

After both men concluded their presentations, the Trustees thanked them for their time and services to the Community.

CITIZEN'S COMMENTS: None

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

The Corwin Rd. project, while currently stalled due to weather, is nearly complete with only final grading and seeding/strawing left.

The Department got started cleaning up overgrown brush at the New Burlington Cemetery. They made a good deal of progress before the weather stalled that project as well.

Mr. Camery went on to say that he had met with a property owner on O'Neill Rd. regarding two (2) drainage projects. The property owner is amenable to the Township's efforts.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD APRIL 5, 2016

Road sweeping began this week. Mr. Camery hopes to have the work done and the intersections cleaned and blown-off as well by mid-week.

In anticipation of the first round of mowing, Mr. Camery will have the Department remove branches and various other debris from roadsides.

As instructed by the Trustees, Mr. Camery priced and received the quote for the "hydraulic re-fit and pre-wet system" for the two single axle International snow plow trucks. He believes the quote is very well priced.

Mr. Coffman motioned to accept the quote as provided and Mr. Foley seconded the motion. The motion passed unanimously.

Mr. Camery has also received quotes for the snow and ice removal equipment for the Ford F550.

The Road/Maintenance Department has been conducting facility maintenance on the Township-owned buildings (Fire House and Administration Building).

Mr. Camery will be preparing for crack-sealing and wedging/patching once the weather improves.

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

FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

Monthly activity reports for March were previously distributed to the Trustees. The Wayne Township Fire Department responded to: 69 EMS calls and 13 Fires for 82 total runs. Year-to-date responses are down by two (2) from 2015.

Mr. Scherer reported that there had been a computer error from the traction control sensors on Engine 93 (2010 Seagrave) and had to have 911 Fleet run a scan and repair the malfunction.

The 2008 Squad had an EGR valve go out and the intake ports were plugged with exhaust. Additionally, the front wheel bearings were worn and loose. All repairs have been made and the vehicle is back in service.

The A/C at the Fire House has been repaired. He is optimistic that the leaks have been repaired and further service should not be as frequent as in past years.

Chief Scherer thanked Mr. Camery and the Roads Dept. for repairing the floor and toilet at the Fire House as well as changing a flat tire on the 2008 Squad.

Chief Scherer went on to discuss a New Fire Chiefs Symposium at the Ohio Fire Academy that he participated in as an open forum panel-member. He also sat in on a Firefighter cancer training and related what he took away from the session and the group's efforts to get cancer categorized as a work-related claim for firefighters. Much of what Chief Scherer thought was immediately applicable to WTFD was hygiene-related. As part of this, he requested to purchase 30 new hoods so that the firefighters could always have a fresh, clean hood for fire runs.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD APRIL 5, 2016

Mr. Coffman motioned to approve the request and Mr. Foley seconded the motion. The motion passed unanimously.

Mr. Scherer went on to state that Todd Wilson has been released to return to work. His first day back will be Wednesday.

Good News Fridays will be sharing a recruitment message and flyers will be distributed at the Fish Fry. Yard signs will be placed around the area as well as soon as Dave Albers has them completed.

Ron Kronenberger needs a three (3) month leave of absence due to work and family.

Mr. Scherer shared new member applications. He concluded with a reminder of the spring Fish Fry being held April 9th and 10th.

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported on the following:

Two (2) permits were issued in March 2016:

1 in-ground pool permit was issued to Heatwave Pools, 5621 Gard Rd.

1 ag-exempt accessory building was issued to Andrew Jacobs, 5276 Elbon Rd.

Ms. Hartsock concluded by stating that the CAC will be meeting again on April 20. The topic will be agricultural uses in subdivisions.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

Mr. Edwards reported that he received the Township's CareWorksComp 2017 Ohio Township Association Workers' Compensation Group Ratings quote. The estimated group discount is 38% for \$4,909 in savings. Estimated premium after discount is \$13,208 with Third Party Administration fees due of \$2,541.

Mr. Edwards has a meeting Wednesday with Joe Garrett from "Trebel" a company that helps communities aggregate electric and gas. They claim to have a different approach from past presenters and would perform all the public education and promotional materials.

On Saturday, April 2nd, DP&L had a tree removal service clearing the County line to the sub-station. They had about eight (8) tree-trimming trucks and crews. They removed most trees to the ground. They did a week's worth of work in one (1) day. There are now no visibility issues at the intersections.

Mr. Camery and his crew have accomplished a lot in the past three (3) weeks including landscaping, tree trimming, street sweeping and building maintenance. He has also worked hard getting the truck package put together.

Ms. Hartsock has everything pretty well finished regarding the Recycle Rally and the Stream Signage projects with information on the website.

Mr. Edwards went on to say that slow and gradual progress is being made on other projects.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD APRIL 5, 2016**

There have been a few calls on site locations for business and industrial properties in our area from realtors. Both seem to want 5-10 acres. Mr. Edwards has an economic development meeting Thursday and will see what others have heard.

Mr. Edwards concluded by stating that he will be out of the office this Friday, returning next Tuesday.

OLD BUSINESS:

Recycle Rally: Ms. Hartsock shared a flyer promoting the event. She stated the flyer has been posted on the Village of Waynesville's website, the Chamber's and there is a page devoted to the event on the Township's website.

The Trustees requested that Ms. Hartsock remove the mention of electronics from the list of items that the event will not take.

Mr. Camery confirmed last week that manpower assistance will be provided by Warren County Solid Waste through the Court system.

Lauren Patrick has graciously provided her design expertise to the yard signs. Ms. Hartsock will order twenty (20) signs with the design.

Stream Signage Project: Ms. Hartsock stated that the project is looking to abandon a mass mailing to the residents in the Township in favor of printing brochures and placing them throughout the community and creating a higher-level electronic presence for the educational materials associated with the project. This aim is however contingent on approval of the OEPA of the revised grant proposal.

Other:

Mr. Coffman led those present outside to **view the Road Department's new Ford F550** cab and chassis.

Upon returning to the hearing room, Mr. Coffman urged staff not to let **the building improvement needs** not slip too far down the priority list.

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2016-13 AUTHORIZING CONTRACT WITH WARREN COUNTY ENGINEER'S OFFICE FOR A PURCHASE OF ROAD SALT

Mr. Edwards presented for consideration and Mr. Foley moved for adoption of said resolution.

Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows Mr. Coffman – yea; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 5th day of April 2016.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD APRIL 5, 2016**

RESOLUTION 2016-14 A RESOLUTION AUTHORIZING THE PURCHASE OF EQUIPMENT FROM HENDERSON PRODUCTS-OH TO OUTFIT A FORD F550 CAB AND CHASSIS FOR ROAD DEPARTMENT USE

Mr. Edwards presented for consideration and Mr. Foley moved for adoption of said resolution .

Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows Mr. Coffman – yea; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 5th day of April 2016.

There was additional discussion regarding the need for an eighteen (18) inch cross-over tool box for the Ford F550.

Mr. Foley motioned to approve the purchase of such an item up to \$2,500. Mr. Coffman seconded the motion. The motion passed by unanimous vote.

Other:

Chief Scherer shared **three (3) new applications** with the Trustees. Mr. Coffman motioned to accept all three (3) new applicants: Vincent Givens, Matthew Frye and Jack Mannon III. Mr. Foley seconded the motion. The motion passed unanimously.

Mr. Foley stated that he would like the Trustees to **look over and consider the Drug Task Force’s request for funding.**

Mr. Patrick introduced a draft **public comments policy**. After discussion, it was determined that the policy would be adjusted slightly and brought back to the Trustees for formal adoption at the next meeting.

CORRESPONDENCE:

- **Premier Health EMS Center of Excellence:** invitation to attend the Miami Valley Hospital South Public Safety Leadership Association Breakfast (April 22, 2016)
- **Department of Commerce:** Notice to Legislative Authorities regarding Liquor License Renewal Objections
- **Warren County Water and Sewer Department:** Water Shut Down and Boil Advisory
- **Village of Corwin:** Thank you to the Roads Department for reinstalling a STOP sign at the intersection of Main St. and Pigeon St.
- **Dayton Power & Light:** Community Ambassador Newsletter (April 2016)

WORK SESSION: None

EXECUTIVE SESSION: None

Being no further business, Mr. Foley motioned to adjourn at 9:40 p.m. Mr. Coffman seconded the motion. The motion passed by unanimous vote.

President, Board of Trustees

Fiscal Officer