

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD APRIL 19, 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 absent due to illness.

The following *residents* were also present: Gary Breeze and George Cherryholmes.

Board President, Bradley Coffman welcomed those in attendance.

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

Mr. Patrick motioned to **approve the Minutes** of the previous meeting. Mr. Foley 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. Gary Breeze inquired about how the citizen’s comment policy would be changing.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

The Dept. has been working on several projects including Corwin Rd., O’Neill Rd. and the New Burlington Cemetery. All projects are progressing well with the good weather we have been experiencing.

Road sweeping and another round of “stick patrol” has been completed.

All of the new snow equipment has been ordered and we are on the “build schedule”. On behalf of the Road Department “Thank you very much”!

Regular springtime drainage and ditch complaints are coming in. Mr. Camery is dealing with them as they come and as time/severity demands.

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

The Trustees inquired about a winter weather event April 9-10. Mr. Camery stated that he cleared the bridges on the state routes as the ODOT fleet was out-of-service as well as treated a few patches of icy conditions around the Township.

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FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

All Drivers' Skills evaluations were completed over the weekend.

Additionally, the 2016 EMS Protocol was completed today with new drug bags as well.

Regarding equipment, a mirror on the 2010 Seagrave was damaged by pulling on the mirror rather than the bracket.

Regarding staffing, six (6) more applicants are processing.

Chris Rose tendered his resignation letter, but still needs to return his pager (in storage locker). **Shea Daulton** tendered his resignation via email due to a non-work related injury.

Chief Scherer informed the Trustees that he would be in Indianapolis on Friday and Saturday for professional development.

He concluded by stating that a maintenance agreement on the vehicle monitors needs renewed. He briefly related the importance and functionality of the monitors and the service agreement's terms. He stated he would have the renewal contract at the next meeting.

The Trustees inquired about the Fish Fry turn-out. Chief Scherer stated that the attendance was decent in spite of the cold weather.

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported on the following:

Regarding the effort to revise the Zoning Code, Ms. Hartsock related that the following changes had been suggested by the **CAC** to sections previously addressed: **Open Space Standards** (Section 3.101) language added giving developer option of requesting the Trustees waive non-natural resource protection area open space; **Development Standards** (Section 3.103) was amended to increase the maximum height of commercial buildings from 35 across the board to 40-60 based on zoning district and contingent on approval from the Fire Authority; **Junk Restrictions** (Section 3.104) no substantive changes from current language were recommended; **Mobile Home Use** (Section 3.105) regarding non permanently-sited mobile homes, language was proposed to prohibited there placement except in Mobile Home Park zones. Clarification was made that Permanently-sited Manufactured Homes are still recommended to be permissible in all R districts and held to same development standards per ORC; **Sewer Service Area Requirement** (Section 3.106) a statement was inserted requiring the approval of WCBOCC prior to any approval of a development that requires sanitary sewer; and finally **Adaptive Reuse of Historic Structures** (Section 3.107) enables the BZA to hear cases to rehab/reuse

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historic structures as a Conditional Uses, which expands the allowed uses in all district thus incentivizes such restorations.

The CAC is scheduled to discuss the following topics at the next meeting: **Accessory Use Standards** (Section 3.202). The CAC will be evaluating options to limit the size and/or number of accessory structures as well as RV storage, commercial vehicles, as well as solar energy panels, swimming pools...etc. The topic *Agricultural Uses in platted subdivisions* has been moved to May 4th.

Ms. Hartsock concluded her summary of the CAC activities by stating the Prosecutor's Office has requested the reformatting of all text materials submitted to their office. This has slowed down the process, but all of Article I has been re-submitted. **Legal findings** will be presented as soon as they are available.

Ms. Hartsock reminded those present that the BZA will hold a **variance hearing** on April 21 at 7:00 pm.

Regarding complaints:

3076 Lytle Rd.: Received complaints on multi-family "Lytle Hall") regarding increasing number of cars, trash and number of people residing there. WCCHD related that they cannot find any actionable violations. The WC Building Dept. states they have it categorized as a 3 unit (as does the Auditor) however it is apparent that that structure has increased number of units in recent past. Ms. Hartsock has been in contract with the owner and is pursuing improvement options with them as well as legal options with the Prosecutor's Office.

3090 Lytle Rd.: the issue of the non-conforming accessory structure looks to be resolved. I supplied a detailed statement regarding how zoning would approach the need to rebuild on the property while bringing the property into conformity.

5233 Thomas Dr.: Received a complaint regarding goats in the backyard. After looking into it, they were clearly visible from the road. Violation notice was sent. Owners will have the animals removed. Distribution of information to local 4-H Chapter may be advisable.

3438 Lytle Rd.: Received call regarding increased vehicular traffic. After looking into it, I found evidence of a home business. Violation notice was sent. Currently working with the home owner to correct the violation.

8925 Wilson Rd.: Have formal complaint after several inquiries. Property has at least one (1) junk vehicle in front yard. Vehicle has been there at least 6 months. Formal certified violation notice was sent, but left unclaimed. Ms. Hartsock will be pursuing the matter with the Prosecutor's Office as well.

6956 Kenrick Rd.: an anonymous complaint regarding the presence and/or sale of vehicles at the location was received. The allegation was investigated with no actionable violations found.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

Mr. Edwards attended a meeting with Joe Garrett of "Trebel, LLC." A company involved in the utility aggregation business. They would like to make a presentation to the Trustees regarding putting

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electric and gas aggregation on the November ballot. They would provide all of the public educational and promotional materials and handle all contracts and annual updates.

Mr. Edwards also summarized a meeting between himself and the County Engineer, Neil Tunison. They discussed the feasibility of vacating a couple dead-end streets in the Township. The topic appears highly unsupported by the County Commissioners and the Prosecutor's Office due to multiple parcels having road frontage on each section of road. At this meeting, additional discussion was had regarding snow and ice removal procedures for the future.

The Village of Corwin is requesting a few changes to their office. They would like to see if the Trustee's would permit them to be on the phone line extension, possibly allow them to change offices as well as install a fire safe for archived documents.

The Trustees were amenable to the requests.

Mr. Edwards concluded by stating that he was working with Nate Eshler on an Eagle Scout Project to rebuild five (5) park benches at Bicentennial Park.

OLD BUSINESS:

Recycle Rally:

Ms. Hartsock stated that all signage due to arrive by Friday. They will be placed soon.

Summarizing the advertising efforts to date, flyers have been distributed to LCNB and the Library. Promotional handouts have been provided to Pat's Gas and Ellis'.

Ms. Hartsock concluded by noting that LCNB's shred day will take place concurrently from 9-12:00.

Stream Signage Project:

Ms. Hartsock has reached out BSA #51 to arrange meeting date/time to talk with the Scouts prior to sign installation. To date, she has not heard back.

The OEPA approved the activity revision allowing the Township to forego the postcard in lieu of a more robust brochure for distribution at community centers.

Finally, a meeting has been arranged between Ms. Hartsock and Mr. Camery to physically visit and mark the location for all sign installation sites. Meeting will be May 10.

Other:

Mr. Coffman inquired of Mr. Edwards of the status of the needed **window repairs** at the Administration Building. Mr. Edwards replied that he will be meeting with a company regarding options to repair the existing windows verses full replacements. He will report back on the findings.

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HELD APRIL 19, 2016**

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None.

Legislation:

**RESOLUTION 2016-15 A RESOLUTION TO UPDATE THE CITIZENS' COMMENT POLICY DURING AN
OPEN MEETING OF THE BOARD OF TRUSTEES**

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

Mr. Coffman 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 19th day of April 2016.

Other:

Mr. Foley stated that he is scheduled to tour the **Drug Task Force Unit** and will report back to the Trustees.

CORRESPONDENCE:

- **Invitation to the 20th Annual Warren County Prayer Breakfast** : Thursday, May 5, 2016

WORK SESSION: None

EXECUTIVE SESSION: Mr. Coffman motioned to enter executive session at 7:54 p.m. per ORC 121.22(G)(2) to discuss the purchase or sale of public property with the Trustees, Mr. Edwards and Chief Scherer. The motion was seconded by Mr. Foley. The motion passed by unanimous vote.

At 8:10 pm, Mr. Coffman motioned to return to open meeting with no action taken. The motion was seconded by Mr. Foley. The motion passed by unanimous vote.

Being no further business, Mr. Patrick motioned to adjourn at 8:11 pm. Mr. Coffman seconded the motion. The motion passed by unanimous vote.

President, Board of Trustees

Fiscal Officer