

## MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD JANUARY 3, 2017

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. Administrator, Erin Hartsock; and Fiscal Officer, Darrell Coffman.

The following *residents* were also present: George Cherryholmes, Andrew Jacobs, Gary Breeze and David O’Banion and Pete Wical.

*Guests* present: Kara Schirmer, Warren County Soil and Water Conservation District.

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. Coffman seconded the motion with Mr. Foley abstaining due to his absence. Upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea, Mr. Patrick – yea, Mr. Foley – abstain.

Board President, Bradley Coffman **welcomed** those in attendance and invited Ms. Kara Schirmer to introduce herself and share her recent project.

**Ms. Schirmer** shared that she had taken over the position of Storm Water and Farmland Preservation Coordinator from Amy Cameron at WCSWCD. As such she has been working with Mr. Dave O’Banion in his efforts to submit another two parcels of his farmland into the ODA LAEP agricultural easement program. She had read over the Wayne Township Comprehensive Plan and acknowledged that the northern farmland may prove problematic for the program as a road extension traversing the site had been identified as a future need.

**Ms. Schirmer:** Has a feasibility study been performed?

**Mr. Coffman:** not to date, but the need for such a road is perceived as a future need for better connectivity.

**Mr. Coffman:** How many acres do you currently have in the program?

**Mr. O’Banion:** Approximately 300 ac.

**Mr. Coffman:** How do these farms score for the program?

**Ms. Schirmer:** Fairly well due to their proximity to Caesar Creek State Park and Spring Valley Wildlife Area as well as the quality of the soils. However, the northern parcel did score the better between the two currently up for evaluation.

**Mr. Foley:** On the northern parcel, how much of the 100 ac. is tillable?

**Mr. O’Banion:** Approx. 90%, however 51 acres is prone to flooding.

**Mr. Coffman:** When is the Board’s determination needed?

**Ms. Schirmer:** Applications are due in April- so February would be ideal.

**Mr. O’Banion:** the two parcels are an either or choice, not necessarily an all or nothing proposition.

**Ms. Hartsock:** Would the easement preclude the construction of only a road across it?

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**Ms. Schirmer:** ODA evaluates such proposals on a case-by-case basis.

**Mr. Foley** and **Mr. Edwards** discussed various local bypass and road elevating projects that have happened locally in the past.

**Mr. O'Banion** invited Mr. Patrick to weigh in on the applications.

**Mr. Patrick:** As a general rule, he favors private property rights. However, in this instance, he believes the perpetual nature of the request warrants further research and consideration.

Having no questions, **Mr. Coffman** stated that the Board would make a determination of endorsement at the first public meeting in February.

**CITIZEN'S COMMENTS:**

**Gary Breeze** extended a "Thank you" for replacing the Township Buildings up-lights directed on the flags with above ground LED units.

**DEPARTMENT REPORTS:**

**ROAD DEPARTMENT:**

Road Department Supervisor, Scott Camery reported as follows:

The electric motor on the boiler's circulating pump recently needed to be replaced after being rebuilt at least two times previously.

Mr. Camery has been focusing the Department on general maintenance projects while winter weather allows for it.

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

**FIRE DEPARTMENT:**

Fire Chief, Paul Scherer reported as follows:

Monthly **activity reports** for December were previously distributed to the Trustees as well as pricing for Washington Township.

The Wayne Township Fire Department responded to:

73 EMS calls and

15 Fires

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88 total runs.

*Year-to-date response tallies begin December 1.*

Current response tallies are up 2 from 2016.

Chief Scherer stated the **2008 PL Squad** is at Lebanon Ford for surging headlights and a power steering leak.

He went on to share that the new **Dayton Children's ER** has opened in Springboro. He hopes it will decrease the mileage on the fleet as they have numerous runs to Dayton Children's in a given year.

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The Department's **SCBAs** will be bench tested and recertified on Monday, January 9. He has been informed that parts are no longer available for the models as they are nearly at their "end-of-life". He hopes that a grant he has applied for is approved to cover the cost of new units.

Wayne Township will be **covering Massie Township on January 21** from 1500 to 2330 hours for their belated Christmas party.

Chief Scherer concluded by reminding the Trustees of a planned **meeting of the WTDF Membership** on January 9<sup>th</sup> at 7:00 p.m. at the Township Administration Building and restated that he would share all presentation materials prior to the meeting.

Mr. Foley inquired about how many runs Massie Twp typically has in a year. Chief Scherer responded that while he was not entirely sure, the last he checked it was approximately 117 with Wayne Township covering approximately 40% of those runs.

### **ZONING DEPARTMENT:**

Zoning Inspector, Erin Hartsock reported on the following:

Two (2) **permits** were issued in December 2016:

2 Accessory building permits issued to: 9441 Cold Springs, Rick Wilson and 5575 Chenoweth Rd., Jeff Good.

Ms. Hartsock shared that she has received a draft **PUD application** for the former First Church of Christ building on the corner of Lytle and Ferry Rds. to be repurposed as a dance/creative professional studio with an anticipated hearing schedule as follows: January 26: WCRPC; February 2: Zoning Commission; and March 7 or 21: Trustees.

She went on to share that the final legal review for the **Zoning Code Revision** effort is scheduled for January 5<sup>th</sup> at 10:00 a.m. with the Zoning Commission convening to formally initiate the amendment process that evening at 7:00 p.m.

Ms. Hartsock provided a brief synopsis of **2016 zoning activity**: sixty-three (63) permits were issued and three (3) BZA hearings and zero (0) Zoning Commission hearings were held.

### **ADMINISTRATOR REPORT:**

Administrator, Donald Edwards reported the following:

Regarding the **Fire Station No. 2**, we are now working with on Architects Associated Inc. on lowering their pricing schedule and language in the contractual agreement.

The **Construction Manager** Pricing and Technical Proposals have been compared and a Best Value firm needs to be made between: Robertson Construction, Thomas & Marker Construction and Schueler Group.

We now have a **contract on the AMB Enterprise property**. McCarty Associates is scheduled to do the survey this week. I have also filed an application with the Village of Waynesville for the rezoning of the two acre parcel.

Mr. Edwards went on to share that Dr. Robert Finley is asking the Township to **vacate the section of road right-of-way** that is no longer needed with the acquisition of additional property to move **Middletown Road**

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to the west to do bank stabilization along the Little Miami River. Dr. Finley intends to donate the property to Little Miami, Inc. The area to be vacated consists of 0.7013 acres. Legislation was prepared.

John Byers has confirmed he will do a multi-focused improvement project for the **Caesar Creek Cemetery** sometime this spring and/or summer in fulfillment of his Eagle Scout requirements.

The punch list of items have been completed to the satisfaction of the Road Department and the County Engineer's office. **Trillium Run Drive is ready to be accepted into the Wayne Township road inventory.** Legislation was prepared.

A petition for a **street lighting district for Hidden Trails** subdivision has been received. We will need to hold the Public hearing on this at our January 17<sup>th</sup> Trustees meeting.

Mr. Edwards concluded by requesting all staff and officials to share their attendance plans for the Annual **OTA Conference** for registration purposes.

**OLD BUSINESS:**

**Mr. Edwards** briefly reminded department heads that departmental inventories are due and should be sent to Mr. Edwards as soon as possible.

**Mr. Patrick** renewed his call for Wayne Township to begin video recording the meetings of the Board of Trustees. **Mr. Coffman** respectfully disagreed. There was no further discussion of the matter.

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2017-01 RESOLUTION APPOINTING WAYNE TOWNSHIP OFFICERS AND REPRESENTATIVES FOR THE YEAR 2017.**

Mr. Edwards presented for consideration and Mr. Coffman moved for adoption of said resolution. Mr. Foley 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 3<sup>rd</sup> day of January 2017.

**RESOLUTION 2017-02 A RESOLUTION AUTHORIZING TOWNSHIP OFFICIALS TO ATTEND LOCAL, STATE AND NATIONAL CONFERENCES AND AUTHORIZING REIMBURSEMENT PAYMENT FOR EXPENSES INCURRED WHILE ATTENDING THOSE MEETINGS FOR 2017**

Mr. Edwards presented for consideration and Mr. Coffman 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 3<sup>rd</sup> day of January 2017.

**RESOLUTION 2017-03 A RESOLUTION APPROVING PAYMENT OF COUNTY AND STATE ASSOCIATION DUES FROM THE GENERAL FUND FOR THE YEAR 2017**

Mr. Edwards presented for consideration and Mr. Coffman 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

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– yea; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 3<sup>rd</sup> day of January 2017.

**RESOLUTION 2017-04 A RESOLUTION TO SET OR FIX THE ANNUAL SALARY OF THE TOWNSHIP TRUSTEES AS PERMITTED AND DETERMINED BY THE O.R.C. 505.24**

Mr. Edwards presented for consideration and Mr. Patrick moved for adoption of said resolution. Mr. Foley 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 3<sup>rd</sup> day of January 2017.

**RESOLUTION 2017-05 A RESOLUTION ACCEPTING “TRILLIUM RUN” AND THE STREET WITHIN THE SUBDIVISION FOR PUBLIC MAINTENANCE**

Mr. Edwards presented for consideration and Mr. Coffman 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 3<sup>rd</sup> day of January 2017.

**RESOLUTION 2017-06 A RESOLUTION TO PETITION THE WARREN COUNTY COMMISSIONERS TO VACATE THE RIGHT-OF-WAY EASEMENT FOR A PART OF MIDLETOWN ROAD (TOWNSHIP ROAD 30)**

Mr. Edwards presented for consideration and Mr. Coffman 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 3<sup>rd</sup> day of January 2017.

**CORRESPONDENCE:**

- **National School Choice Week:** Proclamation Request Memorandum
- **Ohio Insurance Services Agency:** Thank you for your business
- **Ohio Bureau of Workers’ Compensation:** Safety Council Rebate Performance Bonus Goals
- **Museum at the Friends Home:** 2017 Membership renewal form

**WORK SESSION:**

The Board along with the Fire Chief and Administrator reviewed the pricing comparisons from the three construction Manager’s proposals along with the score sheet and additional information obtained from references and input from the design firm, to come up with a “Best Value” choice to try to negotiate an agreeable price and terms of contract.

The board instructed Mr. Edwards to start negotiations with The Schueler Group as the first pick of the three firms.

**EXECUTIVE SESSION:** None

Being no further business, the Mr. Coffman motioned to adjourn at 8:31 p.m. Mr. Patrick seconded the motion. The motion passed with a unanimous vote.

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President, Board of Trustees

Fiscal Officer