

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD DECEMBER 6, 2016

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

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

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

The following *residents* were also present: George Cherryholmes, Gary Breeze, Thomas Barklay and Andrew Jacobs.

Mr. Coffman welcomed those in attendance.

Mr. Coffman asked Mr. Breeze to lead those in attendance in the **pledge of allegiance to the flag**.

Mr. Patrick motioned to **approve the Minutes** of the November 15th regular public meeting. Mr. Foley seconded the motion. Upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea, Mr. Foley – yea, Patrick – yea.

CITIZEN’S COMMENTS:

Gary Breeze requested that the flags at the Township Building be lowered to half-mast on Pearl Harbor Day.

Andrew Jacobs shared a DP&L’s “Gift of Power” program, a program funded through donations designed to pay electric bills for families experiencing financial hardship. Mr. Breeze shared that the Waynesville Food Pantry also has limited funds to assist in-need families with energy bills.

Mr. Jacobs went on to share that DP&L has planned line upgrades in the Sandy Run area as well as Austin Blvd.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

The Trillium Run inspection went well on the 29th of November with only minor items identified to be repaired. Mr. Camery anticipates the road being ready for the Township to accept by the first quarter of 2017.

He shared that he has still not heard from Brewpro, Inc. concerning the return of the cracksealer/melter. He expects to hear from them very soon.

The F-550 has returned from Henderson MFG. We are currently working on installing two-way radios.

All equipment that was sold on Govdeals.com has been paid for and picked up.

Employee evaluations are underway. He hopes to have them completed by the end of the week.

The Department has been busy with final preparations for snow equipment.

While weather permits, they have also reconvened on the Corwin Rd. tree trimming project.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD DECEMBER 6, 2016

Winfield Estates has been paved (base and intermediate course). Mr. Camery is satisfied with the progress.

The Department was able to do some "berming". Repaired/filled in the worst spots across the township.

Mr. Camery concluded by stating that they are currently at 100% equipment availability

FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

For the month of **November**, the Wayne Township Fire Department responded to: **66 EMS calls and 24 Fire calls** for ninety (90) total runs. **Year-end total responses: EMS-901 and Fire-219** for total count of one-thousand, one-hundred and twenty (1120), which is up by forty-six (46) from 2015. The year-end reports were previously distributed to the Trustees.

The rise in EMS runs was discussed and attributed largely to new procedures of calling Fire Departments in to perform "lift assists" and "lock-outs".

Regarding **equipment, cots and Stair chairs** have been serviced with minor repairs. And the **2009 PL Squad** had a fuel and differential leak which has been repaired at Lebanon Ford.

Chief Scherer continued by sharing that the Department received \$20,911.60 from the LOEB Grant which will be used to purchase eight (8) sets of turnout gear.

Chief Scherer went on to request approval to purchase another LUCAS 2 Chest Compression System. The purchase would be funded through donations from the State EMS Grant, Quaker Heights Care Community, and Jake Yancey Memorial funds.

Mr. Patrick **motioned to approve the purchase**. Mr. Coffman seconded the motion. The motion carried by unanimous vote.

Chief Scherer stated that a letter had been received from Washington Township.

He went on to share that Deputy Chief Cox has changed positions with Clearcreek Township. His new role brings a standard 5-day work week which precludes Mr. Cox from being available to Wayne Township Monday-Friday day shifts. Additionally, Chief Scherer will be prepared share a report on personnel matters at the December 14th Board meeting.

He also shared that SB 47 has been passed by the Ohio Senate addressing the issue of Workers Comp coverage of certain cancers for Fire Fighters as a workplace injury. He is unsure what financial impact such legislation will have on township budgets, but he views it as a professional victory.

He concluded by sharing that the Wayne Township Holiday Party will be held this Saturday at 6:30 pm at the Methodist Church.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD DECEMBER 6, 2016

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported on the following:

Eight (8) permits were issued and one **(1) variance** application was processed for the month of **November**

2 Ag. Exempt structures: Cathy Stewart, 4779 SR 42; and Michael Moulton, 9532 Compton Rd.

2 Residential Accessory Bldgs.: Bob Whitestein, 8274 Bellbrook Rd.; and Michael Filloon, 3977 O'Neal Rd.

1 addition (garage): CP Construction, 10190 New Burlington Rd.

1 porch/pergola: KDL Painting & Remodeling, 8350 Ferry Rd.

2 decks: KDL Painting & Remodeling, 8350 Ferry Rd.; Tom Guy, 3420 Lytle Rd.

Regarding old **violations**: *8648 Compton Rd.*: (Junk cars).Coordinating a site visit to close case; *3076 Lytle Rd.*: no news regarding health violations; *8925 Wilson Rd.*: home has been "flipped" and is on the market.

Ms. Hartsock went on to share the **timeline for the adoption** phase of the revised zoning code as follows: Open House (Dec. 14); Zoning Commission initiates the amendment process (Jan. 5); RPC makes official recommendation (Jan. 26); Zoning Commission holds first public hearing (Feb. 2); Trustees hold final public hearing (Feb. 21); 30-day voter referendum period after which code will be effective (March 23).

She went on to share that a public hearing will be held at the next Trustees meeting (Dec. 20) for the creation of a **street lighting district** for **Windfield Estates**.

Ms. Hartsock concluded by sharing that the Board of Zoning Appeals would hear a **variance** request regarding deviation from road frontage requirements for 3 parcels near Lytle-Ferry and Township Line Rds. on December 15th.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

Regarding **Fire Station No. 2**, a **contractual agreement for Design Services** for the Wayne Township Fire Station No. 2 project with KZF Design, Inc. was terminated by KZF due to terms, conditions and fee schedule.

Wayne Township is now working with Architects Associated Inc. on a contractual agreement and pricing.

November 28th there was a Pre-Proposal Meeting with short-listed firms for Construction Manager at Risk (Robertson Construction, Thomas & Marker Construction, Schueler Group and Turner Construction, Special Project Division)

Pricing and Technical Proposals are due on the 12th of December with **interviews on Wednesday the 14th**.

Mr. Edwards is also working on getting all documents signed and notarized for the closing for property purchased.

Mr. Edwards has received no response regarding the **Ohio EPA MS4** request for waiver.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD DECEMBER 6, 2016**

As statutorily required in ORC Sections 4928.20(C) and 4929.26(C), we have advertised for two consecutive weeks for two Public Hearings for Wayne Township's **Electric and Natural Gas Aggregation Plan of Operation and Governance**.

The Wayne Township Electric Power and Natural Gas Aggregation Plans of Operation and Governance describe the policies and procedures by which Wayne Township will carry out township electric and natural gas aggregation programs, including those policies and procedures relating to rates and customer service.

The first public meeting was held on Wednesday, November 30 at 1:00 p.m., and the second public meeting was held on Tuesday December 6 at 5:30 p.m. We now are ready to adopt these plans and file an application with the PUCO.

Application for the **2016 MORE grant** from OTARMA has been submitted for emergency lighting for road department truck.

Mr. Edwards concluded by stating **employee evaluations** are being completed along with pay rate recommendations for all employees for 2017.

OLD BUSINESS:

NEW BUSINESS:

QUESTIONS OR CONCERNS REGARDING THE BILLS: None.

LEGISLATION:

RESOLUTION 2016-43 AUTHORIZING ASST. ADMINISTRATOR/ZONING INSPECTOR, ERIN HARTSOCK, ON BEHALF OF THE BOARD OF TRUSTEES, TO OBJECT TO PROPOSED ERECTIONS OF TELECOMMUNICATIONS TOWERS

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, Patrick – yea, Mr. Foley – yea. The resolution was therefore adopted the 6th day of December 2016.

RESOLUTION 2016-44 PROHIBITING MEDICAL MARIJUANA CULTIVATORS, PROCESSORS AND DISPENSARIES FROM LOCATING IN THE UNINCORPORATED AREAS OF WAYNE TOWNSHIP, WARREN COUNTY

Mr. Edwards presented for consideration and Mr. Foley 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, Patrick – yea, Mr. Foley – yea. The resolution was therefore adopted the 6th day of December 2016.

RESOLUTION 2016-46 AUTHORIZING TOWNSHIPADMINISTRATOR, DONALD E. EDWARDS, TO REPRESENT WAYNE TOWNSHIP, OHIO AND EXECUTE CLOSING DOCUMENTS FOR THE ACQUISITION OF 2.6847 ACRES FROM DONALD C. WRIGHT AND HAROLD B. SHANKS, AND FURTHER AUTHORIZE THE TOWNSHIP FISCAL OFFICER , DARRELL E. COFFMAN, TO DISPERSE FUNDS RELATING THERETO

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

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD DECEMBER 6, 2016**

Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea, Patrick – yea, Mr. Foley – yea. The resolution was therefore adopted the 6th day of December 2016.

RESOLUTION 2016-47 ADOPTING THE TOWNSHIP'S PLAN OF OPERATION AND GOVERNANCE FOR ELECTRIC GOVERNMENTAL AGGREGATION

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, Patrick – yea, Mr. Foley – yea. The resolution was therefore adopted the 6th day of December 2016.

RESOLUTION 2016-48 ADOPTING THE TOWNSHIP'S PLAN OF OPERATION AND GOVERNANCE FOR NATURAL GAS GOVERNMENTAL AGGREGATION

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, Patrick – yea, Mr. Foley – yea. The resolution was therefore adopted the 6th day of December 2016.

RESOLUTION 2016-49 TO ESTABLISH WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING DATES FOR THE YEAR 2017

Mr. Edwards presented for consideration and Mr. Coffman moved for adoption of said resolution with the second meeting in July amended to be scheduled on the 18th.

Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea, Patrick – yea, Mr. Foley – yea. The resolution was therefore adopted the 6th day of December 2016.

WORK SESSION: None.

CORRESPONDENCE:

Board of County Commissioners, Warren County, OH: Legal Notice of public hearing considering amendments to the Rules and Regulation of WC Water and Sewer Dept. relative to an increase to the bi-monthly Water and Sanitary Sewer Rate

Martin Marietta: aggregate pricing increase effective 1 January 2017

OTARMA: Ballot for Board Elections with biographies of candidates

Warren County Combined Health District: Monthly Newsletter

Washington Township Trustees: Non-emergency Tree Issues agreement

Waynesville Chamber of Commerce: Invitation to ribbon cutting event at Domino's Pizza

EXECUTIVE SESSION: Pursuant to O.R.C. 121.22 (G)(1) Mr. Foley motioned to enter executive session at 7:45 to consider the compensation of public employees. Mr. Patrick seconded the motion. The motion passed by unanimous vote.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD DECEMBER 6, 2016**

Just as motion was made, Tom Barklay interjected a citizens' comment.

Mr. Coffman motioned to return to Open Meeting at 7:46 pm. The motion was seconded by Foley. The motion passed unanimously.

Mr. Coffman opened the floor for Tom Barklay's comments as he was unfamiliar with the Township's standard meeting format.

Mr. Barklay shared his concern regarding an accessory structure and the unfinished construction of an attached garage on Hacker Farm Ln. as well as the sale of cars from a property on Kenrick Rd. Ms. Hartsock and the Trustees addressed each concern and provided him with educational materials explaining the relationship of private covenants and zoning regulations.

EXECUTIVE SESSION: Pursuant to O.R.C. 121.22 (G)(1) Mr. Coffman motioned to re-enter executive session at 8:00 pm to consider the compensation of public employees. Mr. Patrick seconded the motion. The motion passed by unanimous vote.

At 9:16 pm Mr. Coffman motioned to return to Open Meeting. The motion was seconded by Mr. Patrick. The motion passed by unanimous vote.

RESOLUTION 2016-45 DETERMINING THE ANNUAL PAY ROLL ADJUSTMENTS AND MERIT PAY BASED ON PERFORMANCE EVALUATIONS OF ALL EMPLOYEES

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, Patrick – yea, Mr. Foley – yea. The resolution was therefore adopted the 6th day of December 2016.

Being no further business, Mr. Patrick motioned to **adjourn the meeting** at 9:17 pm. The motion was seconded by Mr. Coffman. The motion passed by unanimous vote.

President, Board of Trustees