

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD JULY 18, 2017

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

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

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

The following *resident* was also present: George Cherryholmes, Gary Breeze, Andy Jacobs, Tom Duerr and Scott Teeters.

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

Mr. Patrick motioned to **approve the Minutes of July 6<sup>th</sup>** meeting. Mr. Coffman seconded the motion. Upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea, Mr. Foley – absent, Mr. Patrick - yea.

## **CITIZENS' COMMENTS:**

**Gary Breeze** inquired if the Township Road Department would perform a tree removal for the American Legion in the Village of Waynesville. Mr. Coffman expressed a desire to help, however after discussing the fact that the American Legion is a private, non-governmental organization located within a municipal area and the tree itself appears to be on private property, Mr. Coffman and Mr. Patrick stated that they would investigate ethical issues potentially associated with such a task before offering a determination.

**Tom Duerr** wished to thank the Fire Department for services provided to him in the past.

## **DEPARTMENT REPORTS:**

### **ROAD DEPARTMENT:**

Road Department Supervisor, Scott Camery reported as follows:

**Potholes** have been identified and filled across the Township.

Mr. Camery related that **Chip-seal bids** should be out this week as per a conversation with Jamie Gross at the County Engineer's Office.

Removing **dead trees** in the rights-of-way is an ongoing task that consumes labor hours.

The Township's **bushwhacking** is nearing completion and he reported that ODOT came through with their bushwhacker and mitigated the visibility issue at the three bridges area at SR 42 and Lower Springboro/Waynesville Rds.

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

### **FIRE DEPARTMENT:**

Fire Chief, Paul Scherer off on vacation- no report given.

### **ZONING DEPARTMENT:**

Zoning Inspector, Erin Hartsock reported on the following:

Ms. Hartsock made a general statement that she has been busy with **numerous inquiries** regarding residential as well as commercial development.

Ms. Hartsock shared the draft application to **amend the FLUM** with the Trustees. The FLUM amendment will precede any application to rezone the former Holly Hills recreational property.

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Several rounds of **temporary and/or portable sign** pick-ups have been made with all sign owners being contacted. Most sign owners are understanding of the issue and were apprised of how to place their signs in an appropriate manner.

Ms. Hartsock further shared the letter she sent to **Lytle Trails lots 24-26** owners as a result of findings from the Warren County Engineer's Office regarding complaints of **inadequate storm drainage**. To date, she has not heard from any of the property owners interested in the assistance of the Township to mitigate their storm water issues.

Regarding Violations and/or Nuisances, Ms. Hartsock provided the following updates:

*8263 Township Line Rd.* - property is vacant/abandoned and is now being maintained by Safeguard Properties, an agent of the mortgage holder.

*8500 Lytle-Ferry Rd.* - crew is onsite doing clean-up work as of 7/18/2017 at 11:00. \*order from WCCHD provided.

*3165 Lytle Rd.* - homeowner has removed 9 vehicles to date as well as several loads of miscellaneous items. Work continues.

*Carter Dr. properties (7845 and 7859)* letters sent 10 days ago. No contact, no improvement. Certified notices with 10 day deadline will go out Wednesday or Thursday.

*9754 N. Cincinnati-Columbus Rd.* - performing final clean-up inspection Friday. She anticipates closing it after that inspection.

She concluded by sharing that she will need a staff person or official onsite on Saturday to open and re-secure the building after the Lion's Club holds a meeting. Mr. Patrick volunteered.

### **ADMINISTRATOR REPORT:**

Administrator, Donald Edwards reported the following:

Regarding **Fire Station no. 2**, The Township entered into a contract with McCarty & Associates to survey and replat all fire station parcels at the Brookfield site, into a single parcel.

The Village of Waynesville Planning Commission only wants the shared access driveway used during Dr. Cronley's after-hours times. They also request us to submit drawings when we are complete and they will have their Village Engineer review for conformance with regulations and standards.

Preliminary Design Development drawings are complete and Preliminary Specifications have been compiled. Schueler Group is going to do another round of preliminary pricing.

He also shared that soil testing results were back. The site contains some areas of unstable soils. Schueler Group is looking into solutions and cost estimates.

Regarding **staffing**, Fire Department employee Roger Wainscott has agreed to work part-time for the Road Department on an as-needed basis. Additionally, Chief Scherer is on vacation and will be back mid-week.

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**Mr. Coffman** inquired if contacting the WCCC for part-time, as needed labor might be a viable option. And inquired if the department was still seeking a regular PT employee.

**Mr. Camery** responded that yes, they were still looking for a regular PT employee, but Mr. Wainscott is viewed as a stop gap measure that is intended to allow the department to get caught up on routine work while still waiting for the right permanent candidate.

**Mr. Patrick** inquired of the ability of Mr. Wainscott to perform both roles as a Road crew member and an emergency responder.

**Mr. Edwards** argued that Mr. Wainscott was perhaps better positioned to respond to emergencies as his duties on the Roads Department keeps him physically closer to the area than would otherwise be reasonable.

Four applicants were interviewed for membership to the Wayne Township Fire Department. Of the four, it is **anticipated that there will be two new members for Trustee approval on August 1<sup>st</sup>.**

**OLD BUSINESS:**

Mr. Patrick contacted Apple Plumbing to look at a **commode in the women's restroom operated by ODNR in Corwin** on the Bike Trail. The commode has been malfunctioning and an impartial, professional opinion is needed.

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2017-43 A RESOLUTION HIRING ROGER WAINSCOTT AS TEMPORARY PART-TIME ROAD DEPARTMENT EMPLOYEE**

Mr. Edwards read the resolution aloud 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. Patrick – yea; Mr. Foley – absent. The resolution was therefore adopted the 18<sup>th</sup> day of July 2017.

**Other:** Mr. Camery relayed that he had been contacted by a Village of Waynesville resident on a street maintenance issue on Third Street. He relayed that information on to Waynesville's Street department.

**CORRESPONDENCE:** None

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

Being no further business, the Mr. Coffman motioned to adjourn at 7:41 pm. Mr. Patrick seconded the motion. The motion passed with a unanimous vote.

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President, Board of Trustees