

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD SEPTEMBER 5, 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.

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

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

Mr. Patrick motioned to **approve the Minutes of the August 15<sup>th</sup>** 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.

## CITIZENS' COMMENTS:

**Mr. Tom Duerr** inquired if meeting Minutes could be posted prior to approval. Mr. Duerr was informed by the Board that Minutes were not official until they are approved, so it is therefore inappropriate to post unofficial records, however it was noted that any such documents are available in Draft form by request.

## DEPARTMENT REPORTS:

### ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

The **White International** is currently at Henderson Products being **retrofitted** for liquid ice treatment.

Mr. Camery attended the **pre-construction meeting for this year's chip-seal program**. Wayne Township's roads will be resurfaced next week, then the crews will move on to Washington and Harlan Townships.

**Crack sealing** continues at an aggressive pace to stay ahead of chip sealing.

**Mr. Coffman** inquired how operations were going.

**Mr. Camery** responded that all was going smoothly and that the addition of Roger Wainscott to the Department has proved to be very helpful.

Mr. Camery reported that he had to **replace the rear tires on the 5520 John Deere** mowing tractor. The tires had never been replaced and were worn.

Put a **new clutch** in one of the International single-axel plow trucks. The works was outsourced as there was limited time to do so in-house.

They are preparing for the 4<sup>th</sup> and ideally, last round of **mowing** for the year. Most of the work will be done in the south.

**Bushwhacking** "touch-ups" are still in progress.

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Mr. Camery shared a quote for **replacement of the two current Township mowers**. The current 6-foot mowers are aging and requiring more and more repairs. The mowers are not “junk” but would like to see them rotated out with ideally 7-foot mowers so as to decrease the amount of passes needed to mow ditches.

**Mr. Coffman** inquired if a 3-point hitch design was preferable to a reach arm.

**Mr. Camery** reported that they were as the tractor stock was not large enough to accommodate such equipment. He preferred this as the tractors were still small enough to get into the ditches.

**Mr. Patrick** inquired if the 7-foot mowers were necessary noting a 25% price increase between the 6 and 7-foot models. **Mr. Camery** reported that he thought at least one of the mowers should be a 7-foot model for its perceived benefit in mowing the back side of a ditch in one pass.

**Mr. Coffman** inquired about seasonal fluctuations in both buying and selling mowers. And further inquired if the requested purchases were accounted for in the department’s budget.

**Mr. Edwards** reported that the budget would accommodate the purchases.

Mr. Coffman **motioned to approve the purchase of one (1) seven-foot MX-7 rotary cutter as quoted by John Deere**. Mr. Foley seconded the motion. The motion passed by unanimous vote.

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

**FIRE DEPARTMENT:**

Fire Chief, Paul Scherer reported as follows:

Monthly **activity reports** for August were previously distributed to the Trustees.

The Wayne Township Fire Department responded to:

56 EMS calls and

14 Fire Runs

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**70 total runs.**

Year-to-date totals are down 90 from 2016.

Chief Scherer reported that the **Breathing Air Compressor** had been serviced to repair a failed gauge.

The **EMT class** is underway and going well with 24 students.

One the 24<sup>th</sup>, an **Audit of the Department’s state CEU site** was performed by the State of Ohio EMS Board with a successful outcome.

Chief Scherer shared a **maintenance agreement** for the department’s two (2) **LUCAS 2 devices**. One is currently out of warranty and the other will join it in December.

It was agreed that the cost for software update was significant enough to alone warrant the service agreement.

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He went on to discuss **Matt Frye's updated contract** for a Medic class. There was discussion of what skills the Medic class would impart as well as the on-going need to state a cap on such educational opportunities.

Chief Scherer concluded by sharing the changes made as a result of the previous meeting to the **Fire Department's Application Policy**.

### ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported on the following:

**Six (6) permits** were issued in August 2017 and one **(1) reflective address sign** was sold:

(2) Single Family Dwellings: 9457 Sandy Run Dr. and 4842 Justin Ct. (last lot in the Reserve of Waynesville) both issued to Ellis Custom Homes.

(2) Above-ground swimming pools: 7859 Carter Rd., Melissa Williams and 5461 Thomas Dr.

(1) Accessory Structure (under 200 sq. ft.): 7859 Carter Rd., Melissa Williams

(1) Basement finish: 5439 Chenoweth Rd., Basement Boost

(1) Reflective address sign

All fees have been collected and deposited.

Regarding the **FLUM Amendment**, Ms. Hartsock reminded those present that a hearing will be held September 19<sup>th</sup>. There is a detailed description of the items under consideration on the website.

Regarding the **Zoning Code Amendment Hearing**, the Zoning Commission will meet on September 7<sup>th</sup> to discuss any potential amendments needed.

Areas of focus include (based on feedback received since adopting the provisions)

- Aquifer/Source Water protection overlays to reflect language changes suggested by the EPA
- Temporary/portable signs provisions with special attention to the size limitations of exempted signs
- Limitations of size and number of accessory buildings based on acreage and footprint of the dwelling
- Clarifying the weight classification for commercial vehicles
- Paving requirements for commercial accesses and parking

Ms. Hartsock concluded with a discussion of the **Township News periodical**. She stated that the project is moving along well. Ad revenue is higher than initially forecasted and she now has a baseline of interest to gauge future advertising efforts.

### ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

The replat of the **Fire Station No. 2** lots are complete. The drawings are being reviewed by WC map room and then the Mylar will be circulated for signatures before recording.

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The Schueler Group (Construction Manager at Risk) has advertised for pricing proposals and Pre-qualification Statements until 2:00 PM, September 18th. We will meet with the Schueler Group on September 19<sup>th</sup> at 2:00 to review pricing and prepare for **GMP**.

The Township opted to retain Benovation as our administrator for healthcare coverage. It appears about 60% of the group switched back to JHP for the remainder of the year.

Mr. Edwards attended the **WC Budget meeting** recently. Reappraisals for next year are anticipated to be going up at least 10% in our area. Inversely, portion of Local Government Fund distribution has gone down a little for next year. There were discussions of the Local Government Fund's formula

Mr. Edwards concluded by reminding all present that the **Lions Club** has a dinner scheduled for October 10<sup>th</sup>.

**OLD BUSINESS:**

Mr. Patrick inquired if Ms. Hartsock had been able to look into the availability of the "Miami Gazette" name. Ms. Hartsock reported that she had not had a chance to date. Mr. Breeze interjected that the name was held by Brown Publishing.

Mr. Patrick reported that the **commode in the women's restroom operated by ODNR in Corwin** on the Bike Trail was reported fixed by Mitchell's Plumbing.

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2017-47 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS SET BY THE WARREN COUNTY BUDGET COMMISSION**

Legislation tabled until Mr. Darrell Coffman is present to provide explanations and answer questions.

**RESOLUTION 2017-48 A RESOLUTION HIRING MARVIN MOELLER AS A WAYNE TOWNSHIP FIRE DEPARTMENT EMPLOYEE**

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. Patrick – yea; Mr. Foley – yea. The resolution was therefore adopted the 5<sup>th</sup> day of September 2017.

**RESOLUTION 2017-49 A RESOLUTION HIRING RANDY M. DANIELS AS A WAYNE TOWNSHIP FIRE DEPARTMENT EMPLOYEE**

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. Patrick – yea; Mr. Foley – yea. The resolution was therefore adopted the 5<sup>th</sup> day of September 2017.

**RESOLUTION 2017-50 A RESOLUTION HIRING BETH A. DANIELS AS A WAYNE TOWNSHIP FIRE DEPARTMENT EMPLOYEE**

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 –

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yea; Mr. Patrick – yea; Mr. Foley – yea. The resolution was therefore adopted the 5<sup>th</sup> day of September 2017.

**RESOLUTION 2017-51 A RESOLUTION APPROVING AMENDMENTS TO THE WAYNE TOWNSHIP FIRE DEPARTMENT APPLICATION POLICY FROM OTHER DEPARTMENTS AND WAIVER FORM**

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. Patrick – yea; Mr. Foley – yea. The resolution was therefore adopted the 5<sup>th</sup> day of September 2017.

**CORRESPONDENCE:**

- **Carl E. Oeder & Sons Sand & Gravel:** invitation to 29<sup>th</sup> annual roast
- **James L. Spaeth:** request for record for appeal
- **Pipeline Awareness:** safety information for public officials

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

Being no further business, the Mr. Coffman motioned to adjourn at 7:57 pm. Mr. Foley seconded the motion. The motion passed with a unanimous vote.

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President, Board of Trustees