

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD APRIL 17, 2018**

Mr. Coffman called the meeting to order at 7:01 pm.

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

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

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

Mr. Coffman led all present in the **pledge of allegiance to the flag**.

Mr. Patrick motioned to **approve the Minutes of the April 3rd** meeting. Mr. Foley being seconded the motion. Minutes were approved by unanimous vote.

CITIZENS' COMMENTS: None

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

The crew repaired a **roadside “slip”** on Old Stage Road. More work remains to be done there later this summer once water levels drop.

Mr. Edwards asked if this same area had been repaired previously.

Mr. Camery responded that it had not been an issue at that location since he joined the Township, however a similar issue had been repaired further upstream on a different branch.

The crew also **repaired several guardrails** at different locations which were damaged by falling trees. (Trees falling on them)

He hopes to have reflective strip installation completed on new road signs by the end of the week. This will complete the **ODOT sign grant** obligations.

Ditching and clearing **culverts** are ongoing.

Potholes are still popping up and are addressed on an ongoing basis as weather permits.

He shared that he has received several phone calls regarding the **Recycle Rally** indicating community interest in participating.

Mr. Camery concluded by stating that he is at **100% equipment availability**.

FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

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Spring **Fish Fry** was very successful and raised approximately \$4,700 for WTFD, Inc. thanks in large part to curb-side convenience service coupled with rainy weather.

Received notification that we will not be receiving **2017 AFG Grant** which was submitted for new SCBA's. Reasons for denial include a shorter than usual grant cycle and unapproved existing pack fittings.

Chief Scherer shared that current SCBAs expire at end of this year and a replacement plan needs to be identified. After discussing the matter, the Trustees decided to wait for July/August to bid and then resubmit for the AFG grant to recoup expenditure.

He continued to report that Howell Co. serviced and certified **Genesis Rescue tools** on April 5th with no major problems found.

The light tower on **Rescue 91** is still out of service due to failing mast seals, which are on order. Additionally, control valves and a regulator were replaced. He added that Finley Fire stated that is about twice as long as expected for its age.

WTFD Inc. is purchasing around \$6000 of **new uniforms**. First fitting was today and next is on the 24th.

The extra **flat-bottomed** boat that is not needed. Chief Scherer inquired if it can be transferred to Sugarcreek Twp Fire for a new swift water rescue operation that would also be available to Wayne Township.

It was decided to sell the boat for \$1 and a resolution was directed to be prepared for the next meeting.

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported on the following:

She reminded all that on April 19th, the BZA was scheduled to hold a **Conditional Use hearing** for an existing SFR to the northern end of the former Holly Hills property.

Regarding **violations**, she had no news on N. Waynesville Rd. or O'Neall Rd. properties until she heard back from the Prosecutor's office, however she was following up.

Reaching out to campaign offices re: large number of large, unpermitted signs going up in higher traffic areas. To date, my efforts have been well received.

Regarding the **Recycle Rally**, she requested all volunteers to coordinate their schedules through her to ensure continuous coverage and tracking. The Trustees provided their availability to Ms. Hartsock.

Ms. Hartsock inquired about the status of **Zoning Board applicant** Mr. Williams.

Mr. Patrick stated that he had met with him and believed that he was well qualified and was ready to proceed with legislation.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported the following:

Regarding **Fire Station No. 2**, the Schueler Group is finalizing their meetings with potential low bidders reviewing their bids for completeness and breakout of materials and labor in order to select the best bids.

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Warren **County Building Department** is on their 4th review of the plans and now wants to see the sprinkler plan that needs to be designed and submitted by the sub-contractor. That should be completed this week, at which point, all requirements should be met to receive a permit to begin excavation.

The **occupancy calculations** that Warren County used on their 3rd review of ICC 500 “Storm Shelter” requirement had jumped to 1,340 sq. ft. based on 266 occupants. After consulting with an ICC 500 writer for interpretation we met with WC Chief Building Inspector and received an agreement to comply with the code using an occupancy of 45.

A request was sent to **Warren County Water & Sewer** for waiver of fees on sewer connection.

Champion Steel has submitted 4 “RFI’s” (requests for information) to verify some conflicting measurements on the drawings to prepare for fabrication.

All documents for **easement** agreement have been drawn up by the prosecutor’s office and submitted to Dr. Cronley. The Cronley’s are in Florida until the end of this week, but they are expected to have all paperwork completed upon their return.

Mr. Edwards is working with Mr. Camery to finalize the list of roads lists for both of **chip-sealing and striping programs**.

Mr. Edwards shared the following road closures:

- **Cedar Hill Road** – Monday April 30, 2018 approximately 5 weeks. Replacement of bridge #0574-0083, and;
- **Old SR 122 & Township Line Intersection** – Monday April 30, 2018 approximately 16 weeks. Intersection Improvements Project that consists of a single lane roundabout and various roadway improvements. It is to be constructed by Rack & Ballauer Excavating Co. Inc. for a bid price of \$1,378,704.02. This project is funded by the Warren County Road and Bridge Fund and Federal (HSIP) Highway Safety Improvement Program Funds.

The biennial State Capital Budget Included \$200,000 for repaving the worst sections of the Little Miami trail in Warren County. In addition the budget appropriates another \$350,000 for projects within the Little Miami State Park.

Mr. Edwards also shared **BOCC social media feed** recapping the highlights of the Commissioners meeting held in Wayne Township.

Residents were pleased that, at the request of the Trustees, the Commissioners verbally agreed to consider a request to waive the sewer tap-in fees for the new Fire Station No. 2 saving the Wayne Township tax payers approximately \$5000 in fees.

Mr. Edwards concluded with the following **reminders:**

- DTF this Friday (10:00), and;
- Recycle Rally Saturday April 28th (9am – 2pm)

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OLD BUSINESS:

Mr. Foley shared that he had spoken with Mark Dawson, **Massie Township** Trustee and Brad Coffman has communicated with Dave Crisenbery, Massie Twp. Trustee regarding Massie Township's uncommunicated withdraw from automatic aid was discussed at length. The Trustees plan to ask Massie Township to schedule another work session.

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2018-10 A RESOLUTION AFFIRMING THE APPOINTMENT OF WILLIAM A. (TONY) WILLIAMS TO THE WAYNE TOWNSHIP ZONING COMMISSION

Ms. Hartsock previously presented the resolution for consideration. Mr. Coffman stated his wish to meet with the candidate personally. Mr. Patrick 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 17th day of April 2018.

CORRESPONDENCE:

- **Unknown sender:** Pipeline safety brochure
- **Area Progress Council of Warren County, Inc.:** invitation to Annual Project Excellence Banquet
- **Warren County Foundation:** invitation to 2018 Community Service Award and Banquet Celebration
- **Warren County Combined Health Department:** Quarterly report
- **Warren County Combined Health Department:** monthly newsletter
- **United Way of Warren County:** request for donations (silent raffle prizes)
- **ACT Ohio:** notice regarding prevailing wage and RUMAs

WORK SESSION: None

EXECUTIVE SESSION: None

Being no further business, Mr. Coffman motioned to adjourn at 8:06 pm. Mr. Foley seconded the motion. The motion passed with a unanimous vote.

President, Board of Trustees