

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD OCTOBER 16, 2018

Mr. 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; Roads Supervisor, Scott Camery; Fire Chief, Paul Scherer; Zoning Inspector, Erin Hartsock; and Fiscal Officer, Darrell Coffman

The following *residents* were also present: George Cherryholmes, Tom Duerr, Ron Frommling, Dean Fowler, John Federle, Merrylyn Engle, Lauren and Kendra Foley.

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

Mr. Patrick motioned to **approve the Minutes of the October 2nd** 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: None

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery reported as follows:

4th round of mowing is complete. Still catching some “odds and ends” of bushwhacking.

The Department completed **blowing the intersections** prior to the Hill climb and Sauerkraut Festival.

Fire inspector has re-inspected the road maintenance facility. We are in compliance.

He has received the bill for our participation in the **2018 Warren County striping project**. This is separate from the chip-seal striping, which was included in the chip-seal bid.

The **Hidden Trails “punch list”** has been started but not complete yet.

Township Line Road has been **paved** from US Route 42 to Old ST. RT. 122.

He was pleasantly surprised to see that **Old 122** is also **being paved** from US 42 to ST. RT. 48.

He has been back to the **“spoil dirt” removal** at the Firehouse lot. It has slowed down considerably, mainly just small bits here and there.

He is working on some **minor electrical issues on the front end loader**. It is operational, however we have no lights, which will need to be repaired as we move towards snow season.

He plans on beginning the **winter equipment conversion** of the trucks after completion of some other road projects.

Mr. Camery concluded by stating that even with the electrical problems with the front-end loader, he is currently at **100 % equipment availability**.

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Mr. Coffman inquired if Mr. Camery had received any complaints regarding the chip-sealing program of 2018 and/or the paving work being done on Ferry Rd.

Mr. Camery responded that he had fielded some complaints when the projects were in-progress, but has received none since completion.

Mr. Edwards commented on the subpar quality of the contractors performing the work in the past.

Mr. Tom Duerr inquired if there was a "flatness standard" for roads.

Mr. Edwards responded that he was not familiar with County standards, but there were no such standards for townships.

FIRE DEPARTMENT:

Fire Chief, Paul Scherer reported as follows:

Fire Prevention and Smoke House went great. The smoke house is on loan from the City of Mason.

2008 PL Squad is at Lebanon Ford for fuel leak on top of motor since Friday. It will take a few days to make the repairs.

OSF went well with an average number of calls. Mutual Aid was only required on one EMS call.

He concluded by sharing that Interspiro has **fit testing** on the 22nd and 23rd **for SCBA masks** scheduled.

ZONING DEPARTMENT:

Zoning Inspector, Erin Hartssock reported as follows:

She prepared the following **legislation** for the Trustees' consideration:

Resolution 2018-40 approving the appointment of Mary Frommling to the WT Zoning Commission.

Resolution 2018-41 revising the Wayne Township Zoning Fee Schedule

Resolution 2018-42 concerning the rezoning as submitted for 9186 Lytle-Ferry Rd.

Regarding **Zoning Hearings**:

9186 Lytle-Ferry Rd. (Final hearing) tonight at 7:30: The application was submitted by Joshua Farms LLC (David Brixey Managing Member) to rezone 2 parcels totaling just under 74 acres from R-1 PUD to R-1 effectively removing the PUD overlay.

7392 E SR 73: set for 1st public hearing with the Zoning Commission on November 1st at 7:00.

Trustees hearing (final hearing) November 20 at 7:30

Application submitted by KRF Holding LLC (Managing Member Dean Fowler) to rezone just under 40.5 acres from Recreational to B-3.

4th Quarter Annual Amendment review: temporary signage

Zoning Commission: 1st public hearing November 1 @ 8:30 (immediately following the above hearing)

Trustees hearing (final hearing) was set for November 6th

The **fall 2018 Magazine** has been distributed. She has received the usual good feedback. She is working on tying up the loose ends and will have a report with revised pricing before the end of the year.

She is working toward a full **5-year facilities maintenance needs** analysis along with a budget forecast for the Road Dept. It is not ready yet.

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She began pricing out **power washing** of the exterior and collecting contact information for companies that specialize in **EFIS** projects in preparation for **seam and joint caulking/sealing**. This will need to be done before **painting**/after power washing as part of a general maintenance of the exterior of the admin building in 2019.

She has not reached out to the window contact regarding **window replacements** to date. She hopes to have time to do this before the holidays.

Will be trying to work application of a **fibered aluminum seal** to the newly repaired **flat roofs** before the winter weather sets in. *reminder: cost estimated to be approx. \$1000 not including in-house labor.

Regarding a CDBG grant she has been working on, income surveys have been returned for 57% of the households. Currently, she is four responses shy of the needed income qualification thresholds with fifteen households yet to respond. Mail in surveys are due 9/22/2018. Any non-responses after this date can then be targeted for door-to-door surveys by staff.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported on the following:

Regarding Fire Station No. 2, he provided the following updates:

Administration 5 inch slab is finished.

Miter Masonry is back on the job site. Wall mock-up is finished.

Structural steel is in fabrication and to be delivered the end of October.

Daily deliveries are coming in.

Working on all interior finishes selection.

Regarding Chip Seal, an invoice has been received totaling about \$15,000 under budget. He has not had a chance to dissect where the savings were from.

All county-maintained roads within Wayne Township have been **resurfaced and striped** by the **WCEO**.

Bids were opened for **New Burlington Road Bridge #36-1.94** Design Build. The low bid was \$375,745 from Sunesis Construction. The bid has not yet been awarded.

Industrial Commission hearing was October 10th at 2:30 p.m. The **order of the BWC** was **vacated** and remanded for processing against the City of Miamisburg. The matter may be back. He will continue to provide updates.

He will email the updated version of the **Village of Waynesville's** legislation regarding stated annexation plans. And Mr. Edwards shared that the Village of Waynesville thanked the Trustees for the opportunity to participate in the magazine.

Scheduled **workshop** to start a discussion of **funding for road maintenance**. Making progress but need more time to review historical funding and expenses and then forecasting future equipment replacement and program goals.

Mr. Edwards concluded by sharing that he need all departments to replace their **Certificates of Automobile Liability Coverage cards**. Mr. Camery reported that additional cards were needed for his department.

OLD BUSINESS: No updates

NEW BUSINESS:

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Questions or Concerns Regarding the Bills: None

7:30 P.M. ZONING MAP AMENDMENT HEARING

Purpose of Hearing:

Mr. Coffman asked Ms. Hartsock to provide a PowerPoint presentation (**attachment 1**) of the application's details and merits.

Ms. Hartsock explained that the applicant, David Brixey, Managing Member of Joshua Farms LLC is applying to remove a PUD overlay, thus effectively reverting his property to its base zoning of R-1 as opposed to R-1 PUD.

She explained the rezoning process and then provided details regarding the current conditions of the site as well as surrounding the property.

The **Warren County Regional Planning Commission** heard the application on September 27, 2018 and recommended approval without conditions.

The **Wayne Township Zoning Commission** held the first public hearing on the application on October 4, 2018 and recommended approval without conditions.

Wayne Township **Staff** recommendation is in agreement with RPC and the Zoning Commission.

Mr. Coffman **opened the floor to anyone present with questions or concerns as the applicant was not present.**

Ms. Merrylyn Engle asked Ms. Hartsock to return to a previous PPT slide which indicted where the applicant proposed to build a single family home on the site.

Mr. Coffman asked for questions from the **Trustees**. There were none.

Having no need for further discussion, Mr. Patrick motioned to **close the hearing at 7:36 p.m.** Mr. Foley seconded the motion. Motion passed by unanimous vote.

Legislation:

RESOLUTION 2018-39 A RESOLUTION APPROVING OF RENEWAL OF RATES WITH THE OHIO PUBLIC ENTITY CONSORTIUM AND AUTHORIZING DONALD EDWARDS, ADMINISTRATOR, TO ACT AS OUR REPRESENTATIVE AND EXECUTE ALL DOCUMENTS

Mr. Edwards presented the resolution for consideration. Mr. Coffman motioned to adopt the resolution. 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 16th day of October 2018.

RESOLUTION 2018-40 A RESOLUTION APPOINTING MARY FROMMLING TO FILL THE VACANT POSTION "ALTERNATE" ON THE WAYNE TOWNSHIP ZONING BOARD

Ms. Hartsock presented the resolution for consideration. Mr. Patrick motioned to adopt the resolution. 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 16th day of October 2018.

RESOLUTION 2018-41 A RESOLUTION ESTABLISHING A NEW FEE SCHEDULE FOR THE WAYNE TOWNSHIP ZONING DEPARTMENT

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RESOLUTION 2018-42 A RESOLUTION CONCERNING AN APPLICATION FOR A ZONING MAP AMENDMENT TO REZONE 9186 LYTTLE-FERRY RD. (PID: 05-09-300-003 (65.869 ACRES) PID: 05-15-400-026 (8.0387 ACRES) FROM R-1-PUD TO R-1

Ms. Hartsock presented the resolution for consideration. Mr. Patrick called for a roll call vote. 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 16th day of October 2018.

CORRESPONDENCE:

Ohio Public Entity Consortium: 2019 Dental and VSP rate announcement

Warren County Combined Heath District: Monthly newsletter

Warren County Combined Heath District: Quarterly report for June-August 2018

OTARMA: Revised call for leadership (TWP Administrator's now eligible to serve)

Little Miami River Conservancy District: Invitation to 50th anniversary event

Warren County Township Association: Annual dinner invitation

WORK SESSION: Road Department Funding (tabled)

EXECUTIVE SESSION: Mr. Coffman motioned to enter executive session at 7:55 p.m. per ORC 121.22(G)(2) to discuss personnel matters with Mr. Edwards. The motion was seconded by Mr. Patrick. The motion passed by unanimous vote.

At 8:27 p.m. Mr. Coffman motioned to come out of executive session, Mr. Patrick seconded the motion. All were in favor.

Mr. Coffman stated that no action would be taken at that time.

ADJOURNMENT: With no further business, Mr. Coffman moved to adjourn at 8:28 p.m. Mr. Patrick second the motion. The motion passed with a unanimous vote.

President, Board of Trustees