

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
HELD DECEMBER 18, 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: Gary Breeze, George Cherryholmes, Tom Duerr, MJ Walling, John Federle, Andrew Jacobs Bob and Diane Colvin, and Keith Schneider.

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

Mr. Patrick motioned to **approve the Minutes of the December 4<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. Gary Breeze** Thanked the Road Dept. for filling the potholes previously commented on and inquired about the status of the Marcum nuisance violation case.

**Mr. Tom Duerr** stated that he had questions regarding the cost to pave Wayne Township's subdivision streets as discussed at the previous meeting. He extended his belief that having meetings recorded and posted online would make it easier for him to find this information.

**DEPARTMENT REPORTS:**

**ROAD DEPARTMENT:**

Road Department Supervisor, Scott Camery reported as follows:

He is currently working on "**stick/log patrol**", or picking up limbs and fallen trees along township roadways.

They have completed approximately 75-85% of a round of "**pothole patrol**", or identifying and filling recently appearing potholes.

Proactively **removing known dead trees from the right-of-way** is on the schedule to take advantage of the recent mild weather.

Administrative building maintenance is on the schedule. Our crew will be **coating the recent repairs done to the flat roofs**.

The **injection pump** for the **front end loader** needed to be rebuilt to correct leaks.

Warren County Water/Sewer is working on **Waynesville Road** (boring water main to hook up **Western Water**).

There are **two ditching projects** on the schedule. They are waiting on OUPS to mark utility lines.

He concluded by stating that the department is at **100% equipment availability**.

**FIRE DEPARTMENT:**

Fire Chief, Paul Scherer reported as follows:

The **2010 Seagrave** has been placed in cold storage while **awaiting parts**.

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The **Carbon Monoxide (CO) monitor** in the battalion vehicle has quit working. The detector is obsolete and too old to repair. **Replacement** with a new meter is needed at a cost of \$800.

Mr. Coffman **motioned to approve the** purchase as presented. Mr. Patrick seconded the motion. Motion passed by unanimous vote.

**SCBA training** started last Monday and have Interspiro coming in on January 7 & 8 for in-service training plus training to become certified field service techs. This certification is available for up to four (4) people: Lt Mumma, Lt Carter, Lt J. Kronenberger, Lt White.

The Ohio State Patrol did our **annual vehicle inspections** for personal vehicles on December 10<sup>th</sup>.

Nine (9) passed and one (1) failed due to having a turn signal bulb out. Two (2) remaining vehicles are still needing to be inspected due to conflicting work schedules.

### ZONING DEPARTMENT:

Zoning Inspector, Erin Hartsock reported as follows:

She shared the concept plan to be evaluated by Regional Planning Commission on the 20<sup>th</sup> for Matthew's Place, a **new subdivision** to be located on Township Line between Pekin and Lower Springboro. The proposed development will be following existing zoning regulations so no public hearings or approvals will be sought or required. The plan calls for 28 home sites on just under 68 acres.

She shared that she is scheduled to give depositions tomorrow regarding the **Marcum case**.

She has completed the **CDBG grant for the Carter Road improvements**. She is only missing authorizing legislation, which was ready for the Trustees later in the meeting. She also completed the annual **MORE grant** through OTARMA.

Regarding technology, the Fiscal Officer's old **computer** has been **repurposed** for the **Road Department**, as theirs was failing.

Regarding facilities, she is still **gathering EFIS quotes**, the **flat roof sealing is scheduled for this week** and contact has been made with the Jeld-wen factory to replace the **failing windows** in the Administrative Building. She anticipates having prices in approximately one month.

### ADMINISTRATOR REPORT:

Administrator, Donald Edwards reported on the following:

#### Regarding Fire Station No. 2:

- Miter Masonry is finished with tower/staircase. Finishing up most of the interior walls this week. Then waiting on brick.
- Structural steel has been erected on middle section. First floor decking has been installed.
- Steel roof pan to be installed soon.
- Light gauge framing is scheduled to be coordinated with roofing and interior decking.
- Most of interior finishes have been selected

#### Regarding the Village of Waynesville:

Bay door signage has been submitted to the Village of Waynesville for a variance.

Waterline requirements meeting scheduled for Dec. 20<sup>th</sup> at 6:30 p.m. Two meetings are scheduled with the Village of Waynesville this week on requirements for waterline meters.

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**Road Department:**

We continue to work on funding for road maintenance. Making good progress gathering past years' expenditures and receipts for comparisons. He shared a spreadsheet that showed a \$50-\$60,000 surplus each year saved for paving projects. It was related that this money could be used to add an additional employee or pave a half mile of roadway.

**The Board of Elections' "Protest Hearing"** of the Federle May ballot initiative is scheduled for December 19<sup>th</sup> at 10:00 a.m.

Regarding Ohio's 132<sup>nd</sup> General Assembly, Mr. Edwards provided the following **legislative update: HB 500** was approved. It is currently awaiting the Governor's signature.

As of November 26<sup>th</sup>, **Heidi. M. Fought** has been selected to become the next **Executive Director of the Ohio Township Association (OTA)**. Matthew J. DeTemple, the current Executive Director, is set to retire at the end of 2019. DeTemple has served in this role for nine years.

He also stated that overnight reservations for the **annual OTA conference** would need to be made ASAP as **hotel** rooms were dwindling. Anyone interested in staying overnight should get with him immediately to ensure accommodations.

He concluded by sharing that the **employee evaluations** are complete.

**OLD BUSINESS:** No updates

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2018-50 A RESOLUTION TO ESTABLISH WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING DATES FOR THE YEAR 2019**

Mr. Coffman motioned to adopt the resolution with noted amendments. Foley seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 18<sup>th</sup> of December 2018.

**RESOLUTION 2018-51 A RESOLUTION AUTHORIZING THE OF VACATION AND COMPENSATORY TIME FOR EMPLOYEES THAT MAY OR MAY NOT BE CONSISTENT WITH THE WAYNE TOWNSHIP POLICY AND PROCEDURES MANUAL OR EMPLOYEE CONTRACT**

Mr. Patrick motioned to adopt the resolution. Mr. Foley seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 18<sup>th</sup> of December 2018. *\*legislation adopted after executive session.*

**RESOLUTION 2018-52 A RESOLUTION AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE BOARD OF WARREN COUNTY COMMISSIONERS FOR GRANT FUNDS (CDBG) TO FINANCIALLY ASSIST IN IMPROVING PORTION OF CARTER ROAD DRAINAGE AND PAVING**

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Mr. Coffman motioned to adopt the resolution. Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 18<sup>th</sup> of December 2018.

**CORRESPONDENCE:**

**Chase Bank:** Notice of change to our account

**Warren County Combined Health District:** Monthly newsletter

**Fishel, Downey, Albrecht & Ripenhoff LLP:** Happy Holidays card

**Warren County Courts:** Happy Holidays card

**Senator Steve Wilson:** Happy Holidays card

**WORK SESSION:** None

**EXECUTIVE SESSION:** Mr. Patrick motioned to enter executive session at 7:40 p.m. per ORC 121.22(G)(1) to discuss personnel matters with the Trustees and Mr. Edwards and the Fiscal Officer. The motion was seconded by Mr. Foley. The motion passed by unanimous vote.

At 8:29 p.m., Mr. Coffman motioned to return to open meeting. Mr. Foley seconded the motion and all were in favor. *The Board then approved Resolution 2018-51 (see legislation).*

**ADJOURNMENT:** With no further business, Mr. Foley moved to adjourn at 8:31 p.m. Mr. Patrick second the motion. The motion passed with a unanimous vote.

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President, Board of Trustees