

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD MAY 7, 2019

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

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

**The following staff were 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 present:** Gary Breeze, George Cherryholmes, MJ Walling, Tom Duerr, Pat Davidson, John and Sherry Federle, Diane Colvin, Joette Dedden, Earl Isaacs, Andy Jacobs, Brian Wells, Eugene Isaacs, Bob Stallman (MVLt.), and Dale and Kimberly Kaan.

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

Mr. Coffman motioned to **approve the Minutes of the April 2<sup>nd</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.

## **Guest Speaker: Bob Stallmann: Miami Valley Lighting**

Mr. Patrick welcomed Bob Stallman of Miami Valley Lighting (MVLt), who wished to share information regarding contract renewal options for street lighting districts. MVLt, he explained is an unregulated affiliate of Dayton Power & Light, which provides installation, operation and maintenance support for public street lights in the region. He shared a limited-time opportunity to replace older HPS street lights with new LED technology at a reduced rate due to the availability of rebates and a reduction in capital costs.

In his provided proposal, he shared current unit pricing and anticipated unit pricing for LED equivalents.

He further shared that 91% of the conversion costs would be incurred by MVLt. There would be a one-time change out fee per unit and a reduced rate for a fixed period. After which, savings was predicted to occur in the electrical usage and maintenance of the units.

He also stated that all future new street lights would be required to have meters.

Having no other information to present, Mr. Patrick thanked him for his time.

## **CITIZENS' COMMENTS:**

**Mr. Gary Breeze** urged the Trustees to not vote on a resolution drafted in preparation for the street lighting contract renewal with MVLt as he believed they did not have adequate time to consider the terms.

**Ms. Diane Colvin** shared a statement that she believed that ethics violations had taken place in the rezoning of the Federle property and she urged the trustees to ensure this does not happen again in the future.

**Mr. Brian Wells** shared his concern that a fire damaged home at 9249 Lytle-Ferry Rd. would leach fuel oil into his well as it awaited insurance settlement and demolition and clean-up. He shared his belief

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that this location is covered under ground water protection overlay provisions in the Zoning Code. He wanted to know how long until the Township can compel the demolition of the home and shared that he wanted the Trustees to consider adding to the Wayne Township Zoning code regulations for the removal of damaged, condemned or abandoned structures in the future.

**Mr. Gene Isaacs** shared his anger with the Trustees at the laws that prohibited him as a resident of Corwin from voting in the Wayne Township Zoning referendum.

**Mr. Patrick** responded to Mr. Isaacs that the Villages of Waynesville and Corwin have their own zoning regulations and the Township has theirs. It was only applicable to the residents of the unincorporated areas.

### DEPARTMENT REPORTS:

#### ROAD DEPARTMENT:

Road Superintendent, Scott Camery provided the following report:

Completed **crack-sealing** in the Reserve of Waynesville and Twin Creek Estates. Currently working on Laura Marie Dr.

Still actively working on trying to get some **seasonal help** hired.

Magazine article has done its job. Have seen some resident improvements in the care and condition of their driveway culvert pipes.

I need a decision from the board regarding **this year's striping project**. My recommendation is to drop the edge lines and continue with the center lines.

[Mr. Coffman requested clarification regarding the use of latex and polyester paint materials. Mr. Foley clarified that centerlines only were painted in 2018. **Mr. Coffman motioned to approve the 2019 striping program recommendations as provided by Mr. Camery. Mr. Patrick seconded the motion. Motion carried by unanimous vote.**]

The **gator** is working out very well so far.

I need **authorization to purchase 6 pallets of crack-sealing material**. This amount is the best deal. We have the funds in my supply budget, the amount will be over mine and the administrator's spending limit. I've negotiated the price down to .52 a pound.

[**Mr. Coffman motioned to approve the purchase of six (6) pallets of crack-sealing material as provided by Mr. Camery. Mr. Foley seconded the motion. Motion carried by unanimous vote.**]

Work continues on maintenance and **preparation of equipment** for this year's **wedging and patching projects**.

**1st round of mowing** is on the near horizon.

**All Road Department equipment is available for use.**

#### FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

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Ems runs for March	66
Fire runs for March	<u>28</u>
Total runs for March	94

Ems runs for 2019	278
Fire runs for 2019	<u>124</u>
Total runs for 2019	402

**2018 had 87 Fire & 316 EMS total of 403 down 1 from last year**

Emailed out **activity reports for April**

Warren County Sheriff's Scale Crew **weighed all our equipment** so that we know weights to monitor new bridge markings.

**Brush truck tires** have been replaced.

**2011 Ford Expedition** is at Ford for **AC repairs**.

He shared Bridgett Oesterlin's **resignation**.

We have been doing **trainings in the acquired a house on E. Lower Springboro**. [He shared that the cost for asbestos abatement, which is required by the EPA prior to burning a structure for training purposes] is cost prohibitive.

**Medicount contract renewal**. [See legislation]

The following **notes** were provided on the submitted report:  
Continuing to work on specs and pricing for new squad.

Working to **update Equipment Replacement Plan** with updated pricing. Equipment replacement plan, operating cost of new station, and personnel cost will drive an evaluation of next levy that is up for renewal.

[There were no questions for Chief Scherer.]

**ZONING DEPARTMENT:**

Zoning Inspector, Erin Hartsock provided the following report:

**Twelve (12) Permits issued and (1) variance application processed for a total of \$1675. All money has been deposited.**

- (3) Deck permits @ \$50
  - 5965 Henderson, Dave Byerly
  - 9055 Valdosta Way, Michael Naughton
  - 5621 Gard Rd., Roy Miller

- (3) Accessory Structure over 200 sq. ft. permits (residential) @ \$100
  - 8203 Middle St., Bob Rommes

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8099 Carter Rd., Ellis Custom Homes  
\*9042 Valdosta Way, Pritchard (variance [granted])

(3) Single Family Dwelling permits @ \$225  
9459 Cold Springs, Ellis Custom Homes  
9435 Cold Springs, Ellis Custom Homes  
8561 Wilson Rd., Roger Gilbert

(1) Accessory Structure under 200 sq. ft. (residential) @ \$100  
4797 Mazola Ct., Craig Syvertsen

(1) In-Ground Swimming Pool @ \$75  
9452 Sandy Run, Kelly Dapice (with auto cover)

(1) Above Ground Swimming Pool @ \$50  
3090 Shoemaker Rd., John Hugentober

(1) Variance application processed @ \$500  
5994 Thomas Dr., Tim Osborne—accessory structure setbacks from ROW [right of way]

**Variance Hearing:** 5994 Thomas Dr., Accessory Structure Setback from ROW (5.16.2019)

**Rezoning Hearing:** 8640 SR 42, Gravel Pit “G” to Rural Residential “RU” (ZC 6.6.2019; BoT 6.18.2019). [The application will go before the Wayne Township Zoning Commission on June 6 and on to the Board of Trustees on June 18<sup>th</sup>. If granted, this will be the first application of the “RU” zone, which limits residential development to no more than one home per 5 acres].

**Wayne Mobile Home Park: PUD Stage III**

RPC [Regional Planning Commission] and ZC [Wayne Township Zoning Commission] recommended approval of the final site plan.  
BoT [Board of Trustees] will give final review/approval on May 21, 2019

**Facility Projects:**

Windows:	Measurements done—waiting on Acsent to come back with final costs
EIFS:	Waiting final inspection with Ray Isaac and myself
Power washing:	Complete

**Administration:**

Records Retention: RC-2 back and approved.

Magazine: all payments, except one, have been received

**Other:**

Recycle Rally 2018: Wayne Township [has been] awarded the **Warren County Recycler of the Year** for efforts at that event (details to come)

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[There were no questions for Ms. Hartsock.]

## ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

### Fire Station: Status Update

PCI: Light gauge framing: all load bearing walls and 50% of trusses have been erected.

Storm shelter Utility Easement approved and color has been selected. Order going in this week.

DP&L line construction is 90% complete.

Waterline meter pit contract has been awarded and will begin as soon as materials arrive.

Cin.-Dayton Fire Protection has completed most of fire suppression piping in the apparatus bays.

Parsons & Prows have the third floor and tower concrete poured. Stairs are installed and poured.

Mid-Miami Roofing is on hold.

Applied Mech. has 90% of exhaust, and plumbing installed in bays.

Kenmarc Electric is staying with all trades with doing electric runs.

Exhaust hangers (six inch steel tubing) has been designed, fabricated and now being installed.

Updated Cost sheets and current schedule will be sent out prior to next meeting.

### State Audit:

Audit for years 2017 & 2018 began on May 1<sup>st</sup>. AUP (agreed upon procedure) has been sent to all Board members. This type of audit is usually about ½ the cost of a full audit and can only be done on jurisdictions with good previous audits without findings. It still tests all financial process for compliance requirements but does just a random sampling on each process.

### Economic Development Committee:

This committee re-convened a couple of weeks ago and we are revisiting several projects. One being how and what needs attention in our downtown district and how other communities are doing revitalization projects.

Discussion on advantages of having "Site Ready" properties and programs available through DP&L and other agencies.

### Paving Bids:

The Warren County Engineer's office has let bids for pavement resurfacing. They are scheduled to be opened on May 14<sup>th</sup> but won't be awarded for 7-14 days from then. So we may have some pricing for the May 21<sup>st</sup> meeting but if we don't then for sure by the first meeting in June.

Chip Seal bids have not been advertised yet. They will go out separate.

### Park Fund:

I need approval to spend up to \$4,000 on the following yearly activities: Corwin Tractor Show; Independence Day Activities (Parade, Band, fireworks); Hisey Park Fall Festival.

[Mr. Edwards stated that he typically does not spend the full amount in support of the community events, but wishes to have the ability to do so if needed. **Mr. Coffman motioned to approve the Administrator to spend up to \$4000 from the Park Fund on the three (3) community events in 2019. Mr. Foley seconded the motion. Motion carried by unanimous vote.**]

**Other:** [Mr. Edwards will be attending the following events:]

CORE: Wednesday, May 8<sup>th</sup> 5:30 – 7:30 pm. At Roberts Centre. Annual Pipeline educational class.

CareWorks Comp Seminar May 14<sup>th</sup>. (Morning in Sharonville)

OTAN Forum on May 17 (All day in Columbus)

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**OLD BUSINESS:**

**Discussion on costs and legal requirements for recording meetings:** Mr. Patrick is continuing to work on details.

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2019-24 A RESOLUTION ENTERING INTO A “CLIENT SERVICES AGREEMENT WITH MEDICOUNT MANAGEMENT, INC. FOR EMS BILLING PURPOSES**

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. Patrick – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 9<sup>th</sup> of May 2019.

**[Tabled] RESOLUTION 2019-25 A RESOLUTION APPROVING THE RENEWAL OF A CONTRACT FOR STREET LIGHTS AND SERVICE AGREEMENT WITH MIAMI VALLEY LIGHTING, LLC (“MVL”)**

Legislation was tabled until Mr. Edwards could reconcile discrepancies between the contract and the presented materials]

**RESOLUTION 2019-26 A RESOLUTION APPROVING AND AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO EXECUTE AND DELIVER A QUIT CLAIM DEED FOR ALL INTEREST, IF ANY, WAYNE TOWNSHIP MAY HAVE IN LOT 3 IN MIAMI SQUARE OF THE PLAT OF THE VILLAGE OF WAYNESVILLE**

Mr. Coffman motioned to adopt the resolution. Mr. Foley seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Patrick – abstain; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 9<sup>th</sup> of May 2019.

[Mr. Patrick stated he abstained based on the fact that he was related to the Morleys, stakeholders in this transaction].

**RESOLUTION 2019-27 A RESOLUTION ACCEPTING THE RESIGNATION OF BRIDGETT OESTERLIN FROM THE WAYNE TOWNSHIP FIRE DEPARTMENT**

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. Patrick – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 9<sup>th</sup> of May 2019.

**RESOLUTION 2019-28 A RESOLUTION APPROVING THE ACCEPTANCE AND HIRING OF KOLTON R. HOFFER TO THE WAYNE TOWNSHIP ROAD DEPARTMENT AS A PART-TIME ROAD WORKER 1**

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. Patrick – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 9<sup>th</sup> of May 2019.

**Village of Waynesville Councilwoman, Joette Dedden: “OPWC Grant Application”**

Ms. Dedden provided a brief presentation to the Board of Trustees regarding a planned 2019 OPWC project that the Village of Waynesville would like financial assistance from Wayne Township so as to improve the scoring of their grant proposal. Require match for multiple jurisdictions is 5% or \$25,000, whichever is the lesser of the two.

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There were a few questions that were deferred to Chief Copeland (not present) and a June 1 deadline for Township consideration was provided.

Mr. Edwards had questions regarding how this project differed from PY-34 and PY-35 and the status of former grant projects.

Ms. Kimberly Kaan stated that she believed the dollar amounts were the same and that one of the past projects was approved, while one was not.

### **CORRESPONDENCE:**

**Warren County Health District:** Monthly newsletter

**Front Desk Safety & Security:** Workshop announcement

**WORK SESSION:** None as the Road Department funding discussion is pending the implementation of the new, additional \$5 permissive motor vehicle license fee. He wishes to reschedule this to June where he will have exercises to better illustrate how gas tax funding really works.

**EXECUTIVE SESSION:** Mr. Patrick motioned to enter executive session at 8:11 p.m. per ORC 121.22(G)(1) to discuss personnel matters with the Trustees and Mr. Edwards. The motion was seconded by Mr. Foley. The motion passed by unanimous vote.

At 8:52 p.m., Mr. Foley made a motion to come out of executive session and return to regular meeting. Seconded by Mr. Patrick: on voice vote all were in favor.

The trustees had discussion in reference to Mr. Wells' statement from earlier on in the meeting in regards to proper procedures to deal with **the neighboring fire-damaged house** if any.

The Trustees then discussed the **OPWC Village presentation** that was given earlier on in the meeting along with the current firehouse building schedule.

**ADJOURNMENT:** With no further business, Mr. Foley moved to adjourn at 9:40 p.m. Mr. Patrick second the motion. The motion passed with a unanimous vote.

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President, Board of Trustees