

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD NOVEMBER 5, 2019**

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

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

The following staff were present: Administrator, Donald Edwards; Zoning Inspector, Stacey Lowing; Roads Supervisor, Scott Camery; Fire Chief, Paul Scherer; and Fiscal Officer, Darrell Coffman.

The following guests/residents were present and signed the attendance sheet: George Cherryholmes, Andy Jacobs, Diane Colvin, Tom Duerr, Tim Lee, Nick Jacobs, John & Sherry Federle, and Pat Davidson.

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

Mr. Coffman made a motion to **approve the minutes of the October 15th meeting.** Mr. Patrick seconded the motion and the vote thereon resulted as follows: Mr. Coffman - yea, Mr. Patrick - yea, Mr. Foley - absent.

CITIZENS' COMMENTS: None

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Superintendent, Scott Camery provided the following report:

The **Carter Dr.** project has commenced and is moving along well. They have the ditch "cut" to St. Rt. 73 and are moving North replacing pipes and grading ditches, as well as removing several trees and bushes.

The ECM ("main brain") went bad on the **International DuraStar truck**, I had to have it replaced.

I have three out of four **plow trucks** completely "saddled up" and ready to go. The 550 Ford has its spreader on but I have not hung the plow on it yet.

Beet Heet was delivered yesterday morning. We are completely full.

"Leaf Patrol" is in full swing. We are trying to stay ahead of the rain and keep the paved ditches clear.

I am working on **2020's chip seal and paving list.** The WCEO has requested that I get them a preliminary list so that they can begin planning for next year.

I am planning on another round of **"pothole patrol"** before we get into winter operations.

All Road **department equipment** is available and ready for use.

{Mr. Patrick asked for a timeline on the Carter Drive Project.}

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FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

Monthly **activity reports** for October were previously emailed to the trustees.

October Activity Report:

Ems runs for October	60
Fire runs for October	<u>28</u>
Total runs for October	88

Year to Date Activity Report:

Ems runs for 2019	653
Fire runs for 2019	<u>300</u>
Total runs for 2019	953

Year-to-date totals are up 104 from 2018.

Ohio Pharmacy Board inspection is Wednesday morning at new station.

Met with **BWC Grant** coordinator Tuesday morning about Cot loading system and tools.

Ryan Miniard will be covering some of the **part time shifts**.

New Member Kyle Lalich as a part time and to help with short staff on unit 2 days.

Deputy Chief, Wainscott and I will be doing an inspection of the **new squad**, which is being built in Florida, on 13th & 14th of November. If it passes inspection they will move it to 911 Fleet in northern Kentucky for lettering and other dealer items.

ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report:

PERMIT ACTIVITY:

- (1) Single-family home- \$225.00
Generations Construction, 5397 Lytle Rd.

- (2) Accessory Structures under 200 sq. ft. - \$25.00
Linda Hice, 4336 St. Rt. 73
Ryan Dahnke, 5648 Chenoweth Rd.

- (3) Accessory Structure over 200 sq. ft. - \$100 each
Generations Construction, 5397 Lytle Rd.
Diane Vandegrift, 9243 Valdosta Way
Herberth Construction, 3297 N. Waynesville Rd.

- (4) Variances - \$500.00
Brett Wenzler, 9664 Seminole Trace

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(5) Addition-\$100.00

Simms Custom Remodeling, 9357 N. Cincinnati-Columbus Rd.

8 permits were issued for a total of \$1,175.00. All funds have been deposited.

October Hearings:

BZA - October 17th

David Danner: 5400 Lytle Rd, conditional use/site plan - detached secondary dwelling-APPROVED

George Vogel: 8640 N. St. Rt. 42, variance, side yard setback-APPROVED

Jeffrey McGrady: 2084 Corwin Rd., variance, side yard setback-APPROVED

Brian Frederick: 7756 Old Stage Rd., variance, accessory building size-APPROVED

November Hearings:

BZA – November 21st

Brett Wenzler: 9664 Seminole Trace, setback variance for accessory structure.

Violations:

Investigating several complaints/violations.

Site Plan:

3119 St. Rt. 73, Cadwalder Properties: I have been in contact and have made a site visit to discuss and view progress of the site plan requirements. Trees have been planted. Some improvements will not be addressed until spring.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

Fire Station: Status Update

PCI: EIFS is complete.

Cin.-Dayton Fire Protection: Complete.

Mid-Miami Roofing: Two front entries to be completed along with gutters and down spouts and front trim.

Applied Mech.: Hooking up appliances.

Kenmarc Electric: Finishing up on fixtures and equipment.

Miter Masonry: Complete, except for monument sign cleaning of brick and installing columns.

Overhead Doors: Finished and operational.

Painter: Finishing up second coat, about 80% complete. A few windows and door trims yet to stain.

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Concrete: West end of back parking lot yet to be poured and sidewalks along roadways.

Pinnacle Paving: Two street cuts done, one more still to do.

Loveland Excavating: Working on final grading and clean-up.

Owner: Signage has been ordered. Wiring is done except bays. Spectrum yet to install into building. Speakers to run. Fuel dispenser is on order.

Furniture: Has been delivered and installed. Few pieces had to be re-ordered.

Wood Working Shop: Casework being installed. (95% complete)

Safe Shed: Was delivered and set. Ramp has been delivered and we are waiting on FEMA 361 kit.

Landscaping: almost ready to start.

Carter Drive CDBG: Project started a week ago, trees cut, driveways been cut and a few pipes have been installed.

Copiers: Finished up contract and paperwork with Modern Office Methods for State Bid pricing. We were able to save about \$20 per month using the State Purchasing Contract.

IAP: This is a Government Services Group that provides project management services in the State of Ohio. They provide all of the upfront services of program management, bidding and project management when projects are awarded. I have engaged them for a Facilities Maintenance program. They are doing a site assessment now on our HVAC, roofing and other miscellaneous projects at the administration building. We are preparing an independent cost and timeline for budgeting and maintaining our facilities in good repair.

Cleaning: Stacey has had several cleaning companies come out and give us pricing on a thorough cleaning of the interior of the administration building. We will be having this done later this month.

Project LT-54: (see proposal in packet for description) We will need to replace 320 feet of 54 inch galvanized culverts in Lytle Trails subdivision. I'm waiting on a price quote from the county engineer's office.

Misc.

Received a call from a resident of The Reserve at Waynesville concerning street lights. I informed them of the process needed to have a street lighting district.

Warren County Township Association meeting this Thursday night.

OLD BUSINESS:

Township Magazine Status: Mr. Patrick reported that everything had been forwarded to Stacey Castle for publication.

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Lawn Care Bid:

The Fiscal Officer reported that the lawn care (treatment) bid for 2020, received from our current provided Buckeye Ecocare, was \$3.70 higher per treatment than we have paid in 2019. Which would equal \$14.80 more per year.

Mr. Coffman motioned to accept the bid. Mr. Patrick seconded the motion and the vote thereon resulted as follows: Mr. Coffman - yea, Mr. Patrick - yea, Mr. Foley - absent.

Other: None

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2019-61 APPROVE THE ACCEPTANCE AND HIRING OF KYLE B. LALICH TO THE WAYNE TOWNSHIP FIRE DEPARTMENT AS A PART-TIME FIREFIGHTER/PARAMEDIC

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. Foley – absent; Mr. Patrick – yea; Mr. Coffman - yea. The resolution was therefore adopted the 5th of November 2019.

Other: None

CORRESPONDENCE:

Enterprise Products: Notice of intent to do routine mowing and clearing of pipeline right of ways.

Waynesville Area Chamber of Commerce: Notice of upcoming Board election and candidate information.

WORK SESSION: None

EXECUTIVE SESSION: None

ADJOURNMENT: Being no further business, Mr. Patrick motioned to adjourn at 7:26 p.m. Mr. Coffman seconded the motion and the vote thereon resulted as follows: Mr. Coffman - yea, Mr. Patrick - yea, Mr. Foley - absent.

President, Board of Trustees

Fiscal Officer