

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD FEBRUARY 4, 2020

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

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

**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, Tom Duerr, Andy Jacobs, and John Federle.

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

Mr. Coffman motioned to approve the **minutes of the January 21<sup>st</sup> meeting.** Mr. Foley seconded the motion. The motion passed with a unanimous vote.

## **GUEST OF THE TRUSTEES:**

Mr. Foley welcomed **Warren County Sheriff, Larry Sims.** Sheriff Sims summarized the organization's 2019 Annual Report.

He spoke concerning recent pay increase for his staff. Also told about improvements in surrounding entities which will affect his department. He said Deerfield Township is in the early stages of planning for future construction of a new administration building, which will in effect relocate his departments post in the township. He said South Lebanon had recently moved their administration into a newly renovated school building and his departments post in that entity would eventually move into an office in the seconded floor of that building.

He also told about a head on crash on Interstate 71, this past November, and how his deputies had responded and made the decision to transport a severely injured child to the hospital in the back of their cruiser rather than waiting on the life squad. He said according to medical personnel their action saved the life of the child.

He went on to tell about attempted robbery in Turtlecreek Township which resulted in a teenage boy being shot and killed and another being shot several times. He said five teenage boys and one teenage girl are now facing murder charges.

Lastly he spoke concerning the progress on construction of the new jail, which is scheduled for completion in late summer of 2021. He said he's being told that construction is progressing nicely and approximately two months ahead of schedule.

**Sheriff Sims** asked if the Township was still getting visits from his deputies.

**Mr. Foley** said we had not had a visiting deputy for quite a while.

**Everyone's** response was that we all enjoyed their past visits and any information they could share concerning what was going on in the community.

**Chief Scherer** told Sherriff Sims that he was very thankful for the help the deputies give his members when responding to calls within Wayne Township.

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**CITIZENS' COMMENTS:** None

**DEPARTMENT REPORTS:**

**ROAD DEPARTMENT:**

Road Superintendent, Scott Camery provided the following report:

Working on confirming River Metals for the **Recycle Rally**.

Completed the **Road Department inventory**. Currently working on updating the inventory sheets electronically.

Have been **conducting maintenance** on Road Department equipment.

One of the **International single axel dump trucks** had its turbo-charge go bad, we got the parts and got it back together and back in service today.

John Deere corporate released/approved the paperwork for the **John Deere Z994 mower** which was delivered today.

Have several **ditching projects** as well as a **culvert installation** on the near future schedule.

We are still trying to get up to the **New Burlington Cemetery** to do some work but due to the rain we will have to hold off until the ground is dryer.

I anticipate having 100% **equipment availability** by COB Tuesday.

**FIRE DEPARTMENT:**

Fire Chief, Paul Scherer provided the following report:

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

**January Activity Reports**

Ems runs for January	68
Fire runs for January	<u>18</u>
<b>Total runs for January</b>	<b>86</b>

**Fiscal Year to Date Activity Reports**

Ems runs for 2020	143
Fire runs for 2020	<u>46</u>
<b>Total runs for 2020</b>	<b>189</b>

2019 had 48 Fire & 94 EMS for a total of 142. We are up 47 runs from last year.

**New Tahoe** is lettered and at station waiting on other items.

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**Honorary Members open house** went well, going to try to have an event for them every other month.

**Exercise equipment** for new station is in service.

**New squad** is in service.

**Fuel System** is supposed to be delivered Thursday.

The **2019 State EMS Grant** (\$4,547.00) has been closed out and final check should be arriving soon.

Started working on **State EMS Grant and AFG Grant** today.

I have **applications** for three new members.

**ZONING DEPARTMENT REPORT:**

Zoning Inspector, Stacey Lowing provided the following report:

Subject:           Monthly Zoning Report—January 2020

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**PERMIT ACTIVITY:**

Single-family home- \$225.00 each  
John Wilson, 8668 Compton  
Pool- in-ground \$75.00  
Buckeye Pools, 9190 Valdosta Way

2 permits issued for a total of \$300.00. All funds have been deposited.

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**BZA: February 20, 2020 hearings:**

Property at Haines/Ferry Rd, Robert Forsee and Donald Mayer, lot size variance.

8908 Ferry Rd, Andrew Sherman, accessory structure size variance.

**Zoning Commission/Code amendment process**

Zoning Code amendment hearings: February 13<sup>th</sup>, Zoning Commission; February 27<sup>th</sup>, Regional Planning; March 5<sup>th</sup>, Zoning Commission public hearing; March 17<sup>th</sup>, Trustees.

**Building Improvements:**

Carpet estimates have been received. Carpet would be replaced in the front offices, but not in the hearing room, conference room, or the three offices near the hearing room. The cost is approximately \$7,500 to \$8,000 dollars for a better quality carpet.

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Painting estimates for the administration building have also been received. The bids range from \$10,500 to \$14,000 (without ceilings). Ceilings were priced separately on the bids.

**Recycle Rally:**

The recycle rally will be held April 25<sup>th</sup> at the school property. It will include prescription drug take-back, LCNB shred day, and large item recycling such as white goods and tires.

**ADMINISTRATOR REPORT:**

Administrator, Donald Edwards provided the following report:

**Fire Station:   Status Update**

Working on release of December **pay application** along with final pay application and a partial release of retainage along with punch-list items.

**Close-out** procedures and documents.

The **Ground sign** ready to be installed by Fast-Signs.

**Fuel dispenser** is being scheduled for delivery on Wednesday.

**Warren County Water & Sewer:**

W.C. Commissioners approved new rules for application to extend waterlines in rural areas without fire hydrants. They have identified areas they feel they can serve but will make determination on a case by case basis as petitions are received.

**Carter Drive CDBG:**

Paving on hold until spring.

**Project LT-54:**

American Gunitite for restoration process on this project in 2020.  
No update on schedule yet.

**Ohio BMV:**

Verification of all vehicle registrations and plates have been completed and sent in. Plates for the 2019 Ford F-250 have been received.

**Inventory:**

Doing a complete inventory of Road Department equipment, materials and supplies. All most complete.

**Aflac:**

Employees that need a follow up meeting with our representative or a packet on policies offered, I have them available.

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**Warren County Hazard Mitigation Planning:** Meeting #3 is in March.

**Recycle Rally:**

Set for Saturday, April 25<sup>th</sup> from 9:00-2:00

**Village of Waynesville:**

Misc. items from OPWC, Well Field, Alert system (additional information in Board packet).

**Misc.**

OTA Conference this week.

W.C. Engineer Report to Township Trustees March 5<sup>th</sup> (reservations by Feb. 12<sup>th</sup>).

**OLD BUSINESS:**

**Township Magazine Status:**

Mr. Edwards and Ms. Lowing are working to get it ready for publication as a “Spring Edition”.

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2020-07 AUTHORIZING CONTRACT WITH WARREN COUNTY ENGINEER’S OFFICE FOR PURCHASE OF ROAD SALT**

Mr. Foley motioned to adopt the resolution. Mr. Coffman seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Foley – yea; Mr. Patrick – absent; Mr. Coffman – yea. The resolution was therefore adopted the 4<sup>th</sup> day of February 2020.

**RESOLUTION 2020-08 APPROVE THE ACCEPTANCE AND HIRING OF MEGAN E. JORDAN TO THE WAYNE TOWNSHIP FIRE DEPARTMENT AS A VOLUNTEER FIGHTER II/EMT-B**

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. Foley – yea; Mr. Patrick – absent; Mr. Coffman – yea. The resolution was therefore adopted the 4<sup>th</sup> day of February 2020.

**RESOLUTION 2020-09 APPROVE THE ACCEPTANCE AND HIRING OF ABBIE L. MUTTERSPAW TO THE WAYNE TOWNSHIP FIRE DEPARTMENT AS A VOLUNTEER/PART-TIME EMT-B**

Mr. Foley motioned to adopt the resolution. Mr. Coffman seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Patrick – absent; Mr. Foley – yea; Mr. Coffman – yea. The resolution was therefore adopted the 4<sup>th</sup> day of February 2020.

**RESOLUTION 2020-10 APPROVE THE ACCEPTANCE AND HIRING OF DALTON J. SHIVENER TO THE WAYNE TOWNSHIP FIRE DEPARTMENT AS A VOLUNTEER FIREFIGHTER/EMT IN TRAINING**

Mr. Foley motioned to adopt the resolution. Mr. Coffman seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Coffman – yea; Mr. Patrick – absent; Mr. Foley – yea. The resolution was therefore adopted the 4<sup>th</sup> day of February 2020.

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**Other:** None

**CORRESPONDENCE:**

**Warren County Health Department:** Monthly newsletter.

**Warren County Drug Task Force:** Invoice/Annual contribution request.

**U.S. Department of Commerce:** An annual boundary and annexation survey.

**Warren County Treasurer:** A tax duplicate, which Mr. Edwards is working to appeal and have removed.

**Pinnacle Paving and Sealing:** A certified letter concerning payment for on work at Fire Station #2.

**OTARMA:** A letter along with a \$500 check thanking the Board for their participation in the 2019 More Grant Program.

**WORK SESSION:** None

**EXECUTIVE SESSION:** None

**ADJOURNMENT:**

Being no further business, Mr. Foley motioned to adjourn at 7:47 p.m. Mr. Coffman seconded the motion. The motion passed with a unanimous vote.

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President, Board of Trustees

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Fiscal Officer