

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD MARCH 17, 2020

Mr. Foley 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; 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: Gary Breeze, Tim Lee, Tom Duerr, John Federle, Yvonne Kaszubowski, and Harold & Linda McKeehan.

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

Mr. Patrick motioned to **approve the minutes** of the previous. Mr. Coffman seconded the motion and the motion passed with a unanimous vote.

CITIZENS' COMMENTS:

Tim Lee spoke concerning the need for the meetings to be recorded visually and audibly for the citizens who, by the emergency declaration of the Governor, are now asked to stay home. He said this would be a great time to have meetings placed on cable networks for all to see.

Gary Breeze once again mentioned that the drinking fountains in the lobby were still in need of repair.

He also spoke concerning the lack of any of the trustees at the recent VT-PUD zoning meeting. He said he thought at least one trustee should be present at meetings when major issues were being discussed so they could let the other trustees know how the residents feel about the business at hand.

He then spoke concerning a public hearing which was scheduled for later in the meeting. He said he did not understand why there would be a major modification to the recently approved site plan for the used car lot located on St. Rt. 73 near the intersection of Township Line Road.

Tom Duerr asked if the April 7th Board meeting would be able to be viewed by the residents from their homes.

Mr. Foley said he didn't know how it could be, as the Board was not buying any video equipment tonight.

Mr. Duerr then spoke concerning how the Village of Waynesville at last night's council meeting had implemented some type of audio where the residents could interact with them from their homes. He said he didn't know how it went but thought it was a great step forward for a municipality to try to work with the residents.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Superintendent, Scott Camery provided the following report:

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Currently/still working on **equipment maintenance**. Most recently, rebuilding cab support corners on one of the single axle International dump trucks. (complete rust through)

I have started another round of "**pothole patrol**". Hope to complete full round by the end of the week. (We are currently about 2/3 done).

LT-54 project was completed today. But there are still heaters in the pipes baking the material out. The contractors should be packed and gone sometime tomorrow.

I am planning on a "deep" **cleaning of the shop** this week, as well as disinfecting the equipment. (hopefully our cleaning supplies hold out)

We are making good progress on the **administration building lighting**.

All Road Department **equipment is available** other than the one truck.

FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

Installation of the additional equipment to the **Tahoe** has been completed.

The AFG **Grant application** has been submitted.

Submitted new drugs to our State of Ohio **Pharmacy License** per 2020 Protocol changes.

Our **2020 Protocol** written exam was postponed last evening.

We have 2 more **interviews** to schedule.

We are still waiting on equipment for the **Fuel System**. I was told that it would be the end of March or early April before everything will be in and ready to ship.

We are working on **Covid-19 updates** to reduce exposure to the public and also reduce exposure of the public into the fire station.

Assistant Chief, Roger Wainscott has announced that he plans **to retire** at the end of April.

I have an **application**, for membership to the department, for the Board to consider later tonight.

ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report:

Subject: Mid Monthly Zoning Report

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ZONING COMMISSION:

The April 2nd public hearing scheduled for proposed zoning code amendments, and the public meeting for the VT-PUD on the same date, has been cancelled until further notice.

BUILDING IMPROVEMENTS:

Painting and carpet installation will begin on April 6th.

MAGAZINE:

The magazine is printed and will be mailed out as soon as the printer receives the check for the postage.

ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

Fire Station: Status Update

Finished the construction **final pay application** along with release of most of the retainage.

Progressing through **final punch list** items.

Close-out procedures and documents.

The **fuel dispenser** equipment is still not in.

Community Magazine:

Completed and printed, ready for delivery around the first of April.

Carter Drive CDBG:

Paving on hold until spring.

Project LT-54:

Project was started last week and the two culverts on the West side have been completed and the two culverts on the East side should be completed by the end of this week.

Aggregation:

Working with Trebel LLC to get ready to go out to market for renewal of our electric aggregation rates. Need authorization to sign a contract that is acceptable in a timely manner. Price and contract length.

Health Insurance:

Received our renewal update with options for our plan. Please review and give me some feedback. I have OIS working on some comparable options using the SOCA plan.

Warren County Hazard Mitigation Planning:

Meeting #3 which was scheduled for March 25th has been cancelled.

Recycle Rally: Set for Saturday, April 25th from 9:00-2:00.

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Verizon:

Negotiating new contract rates and emergency priority status on their system.

COVID-19 Emergency Declaration:

I have asked all department heads to develop operational plans based on all of the information we have received and discussed at Monday's "Staff Meeting".

I am asking the Board of trustees to declare this COVID-19 Pandemic an Emergency and authorize the township administrator to close all township public buildings to the public, and staff all essential and non-essential services in a manner that will allow us to provide services to the residents of Wayne Township in a safe manner to employees and the public in an ever changing fluid environment.

OLD BUSINESS:

Township Magazine Status: Reported on in the Zoning Dept. and the Administrator's reports.

Roadway Preservation: Mr. Edwards reported that he had received a bid for crack sealing of certain township roads. He said he did so basically to do a price comparison with the cost of doing the work in house.

Other: Mr. Patrick made a request for \$1,000.00 for the purchase of equipment to record meetings. There was no second to his request.

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2020-15 APPROVE THE ACCEPTANCE AND HIRING OF BROCK J. BOLEN TO THE WAYNE TOWNSHIP FIRE DEPARTMENT AS A VOLUNTEER FIREFIGHTER II/EMT IN TRAINING

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. Patrick – yea; Mr. Foley – yea. The resolution was therefore adopted the 17th day of March 2020.

RESOLUTION 2020-16 RESOLUTION APPROVING PERMANENT APPROPRIATIONS FOR 2020

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 17th day of March 2020.

RESOLUTION 2020-17 ACCEPTING THE RESIGNATION OF MARVIN MOELLER FROM THE WAYNE TOWNSHIP FIRE DEPARTMENT

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 – yea; Mr. Patrick – yea; Mr. Coffman – yea. The resolution was therefore adopted the 17th day of March 2020.

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RESOLUTION 2020-18 CONCERNING AN APPLICATION FOR MAJOR MODIFICATION TO PREVIOUSLY APPROVED SITE PLAN APPROVAL FROM CHRIS CADWALLADER FOR 3119 E. ST. RT. 73 (PID: 0513300001) FOR A USED CAR LOT

Mr. Patrick 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. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 17th day of March 2020. (Approved after the Public Hearing: see below)

RESOLUTION 2020-19 APPROVING AND AUTHORIZING THE WAYNE TOWNSHIP ADMINISTRATOR TO SIGN A NEW ELECTRIC AGGREGATION CONTRACT THROUGH TREBEL, LLC

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 – yea; Mr. Coffman – yea; Mr. Foley – yea. The resolution was therefore adopted the 17th day of March 2020.

RESOLUTION 2020-20 APPROVING AND AUTHORIZING THE WAYNE TOWNSHIP ADMINISTRATOR TO TAKE ACTIONS AS NECESSARY FOR THE GOOD OF THE RESIDENTS AND EMPLOYEES WHILE UNDER A STATE OF EMERGENCY DECLARATION OF THE GOVERNOR

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. Coffman – yea; Mr. Patrick – yea. The resolution was therefore adopted the 17th day of March 2020.

PUBLIC HEARING:

At 7:33 p.m. Mr. Foley made a motion to **open a public hearing** on “AN APPLICATION FOR MAJOR MODIFICATION TO PREVIOUSLY APPROVED SITE PLAN APPROVAL FROM CHRIS CADWALLADER FOR 3119 E. ST. RT. 73 (PID: 0513300001) FOR A USED CAR LOT” Mr. Coffman seconded the motion and the motion passed with a unanimous vote.

Mr. Foley said to clarify everything, so everyone understands, this is not a change in zoning but just a modification to a site plan which was previously approved. He then asked Ms. Lowing to confirm this, if so.

Ms. Lowing said that was correct. She said a car sales lot is a permitted use in the zoning district in which this parcel is located and the Board had previously approved a site plan for parcel. She said this is just a request for a modification of the approved site plan. She told of the differences between a minor modification and a major modification to a site plan.

Ms. Lowing told of the location of the property and said it was an eight-acre parcel with a slit zoning between B-1 and B-2 and the car sales lot is on the B-2 zoned portion of the property. She told of what parts of the original approved site plan had been completed and what was yet to be completed. She said the owner has received his Occupancy Permit from Warren County.

Ms. Lowing showed numerous pictures of the property and pointed out the area that the owner wanted to use as a storage area. She showed the proposed site plan and said nothing was different from the originally approved site plan except an area that is shown as a graveled storage lot. She pointed out the existing tree line on the property and the proposed landscaping and fence which would help screen in the vehicles.

Mr. Coffman asked how tall would the fence be.

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Ms. Lowing said she was proposing a six-foot opaque fencing. She added that only half of the area that was originally approved for the sales lot has had the gravel base put down.

Ms. Lowing said a couple issues that she wanted addressed was the screening of a dumpster and for the trees that have been planted to be straightened, staked and maintained.

Ms. Lowing then read her eight (8) recommendations for the site plan modification.

Mr. Coffman recommended that the additional fencing match the existing privacy fence that is on the property.

Mr. Foley opened the floor to anyone who was opposed to the site plan modification.

Hearing no opposition to the site plan modification Mr. Foley then opened the floor to anyone in favor of the site plan modification, preferably the property owner.

Property owner Chris Cadwallader then spoke and addressed the concerns of the dumpster, fence screening, trees and drainage.

Mr. Foley asked what was the intended use of the area requested in the modified site plan. He asked how many vehicles would be placed in that area and what condition the vehicles would be in. He said we are not wanting to create a junk yard.

Mr. Cadwallader said he has no plans to put cars in that area other than maybe his truck and trailer which he hauls vehicles on, but he would like the option of parking few extra vehicles there. He said there would not be junk vehicles there.

Mr. Foley asked if the sales lot at the front of the property the final size that it would be.

Mr. Cadwallader said the lot was approved to be twice the current size but due to cost of gravel and asphalt he had only graveled half of the approved area which would be asphalted later.

Mr. Coffman asked Mr. Cadwallader if he had any questions concerning the proposed recommendations that had been presented.

Mr. Cadwallader said he was fine with the proposed recommendations.

Mr. Breeze said he was confused as to how many vehicles would be permitted on the property.

Ms. Lowing said it was not a matter of how many vehicles would be permitted on the property but rather how many vehicles the sales lot could accommodate.

Mr. Cadwallader said the current graveled area, which was approved for a sales lots, would be able to accommodate thirty-five (35) to forty (40) vehicles. He further stated that he currently has no plans to expand the sales lot to the full size which was approved in the original site plan hearing.

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Mr. Duerr asked if there was a plot plan or anything that shows where the adjoining property dwellings are located.

Ms. Lowing used the aerial pictures to point out the locations the buildings on the adjoining properties.

Mr. Lee asked what the full potential on the amount of vehicles that can be placed on the property. He also said in most dealing he has had with zoning, a fence of the type that was recommended, was normally required to be installed with the good side facing away from the property and towards the joining properties.

Ms. Lowing once again reiterated that there was not a set number for the amount of vehicles that would be Permitted, but it would be how many the owner could accommodate on the sales lot. She further stated that the fence would be covered by the trees.

Mr. Lee asked what type of lighting is to be included after security and will it affect the surrounding neighborhood and residences.

Mr. Coffman stated that lighting was not a part of the modification request.

Ms. Lowing said the lighting would be in the sales lot area.

At 7:55 Mr. Foley made a motion to **close the public hearing**. Mr. Coffman seconded the motion and the motion passed with a unanimous vote.

Mr. Lowing and the Board then went over the additional recommendations that had been made for the site plan modification.

Mr. Patrick then made a motion to approved **Resolution 2020 -18** with the amended recommendations. Mr. Coffman seconded the motion and the motion passed with a unanimous vote.

Other: Mr. Edwards asked the Board to consider hiring two (2) temporary part-time employees for the Road Department for crack filling on the roadways.

After a discussion Mr. Coffman made a motion to hire up to two (2) temporary part-time employees for the Road Department. Mr. Patrick seconded the motion and the motion passed with a unanimous vote.

Mr. Breeze said the hill on O'Neall Road needed to have the trash that had accumulated picked up.

CORRESPONDENCE:

Warren County Health Department: Monthly newsletter.

Ohio Dept. of Commerce: Notice concerning the expiration of permits to sell alcoholic beverages.

Ohio Auditor of State: Notice of the creation of a Local Government Audit Support Fund.

Duke Energy: Notice concerning digital improvements that have been made within the company.

Anthem BC/BS: Notice of an error and the correction of a group number for the May 2020 renewal package.

WORK SESSION: None

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EXECUTIVE SESSION: None

ADJOURNMENT:

Being no further business, Mr. Coffman motioned to adjourn at 8:07 p.m. Mr. Foley seconded the motion and the motion passed with a unanimous vote.

President, Board of Trustees

Fiscal Officer