

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD JULY 7, 2020

This meeting was held remotely by teleconferencing, through ZOOM, to comply with Governor Mike DeWine's Stay at Home order, due to the COVID-19 outbreak.

Mr. Foley read the following concerning the Open Meeting Act Changes Specific to the COVID-19 Outbreak.

The General Assembly recently made changes to Ohio's Open Meeting Act in response to the COVID-19 outbreak (HB-197). It is important to note that these changes are temporary, in effect until the end of the Governor's declared state of emergency or December 1, 2020 (whichever comes first).

Generally, the bill allows public bodies to conduct meetings and hearings electronically during the state of emergency, provided certain stipulations are met:

1. Public notice: This notice was placed on our website and on the front door of the Administration Building.
2. Public Access: Public was given access via dial-in number with meeting ID code and password. Also, a link to view and hear meeting electronically using the "Zoom" platform.

There will be NO public comments during this meeting. If you have questions or concerns, please direct them to the appropriate department head, or contact one of the Trustees.

We Thank You for your patience and consideration during these different and trying times!

Mr. Foley called the meeting to order at 7:03 p.m.

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

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

The following guests were also connected online: Andrew Jacobs.

Mr. Patrick motioned to **approve the minutes** of the June 2nd meeting. Mr. Coffman seconded the motion and the motion passed with a unanimous vote.

Mr. Patrick motioned to **approve the minutes** of the June 16th meeting. Mr. Foley seconded the motion and the motion passed with a unanimous vote.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Superintendent, Scott Camery provided the following report:

Chip-seal roads have all been crack filled and are ready to go.

Lost one **'seasonal helper'** at the end of June. Mr. King had to start his training for his teaching position.

2nd round of **mowing** completed and second round of **spraying** is almost complete.

Progressing along with the **reach-mowers**. Mr. Hoffer is getting some seat time with this equipment and doing a great job.

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Getting some **ditching** completed on Ellis-Lincoln, O'Neall, Pekin, S. Cin-Col., and Cook-Jones roads.

Old St. Rt. 73 paving is complete along with Haines Road.

Re-installed furniture back into the offices at administration building.

Back-hoe had a cylinder bolt come out. Ordered new bolt and cylinder bushings. Repaired and back in service.

Did some **berm work** at intersections with limestone.

Have two **safety issues** to remedy from the KLA loss control report.

All equipment is available for use. 100%

FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

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

June Activity Reports

Ems runs for June	54
Fire runs for June	12
Public Service calls	<u>2</u>
Total runs for June	68

Fiscal Year to Date Activity Reports

EMS runs for 2020	433
Fire runs for 2020	126
Public Service calls	<u>62</u>
Total runs for 2020	621

2019 had 184 Fire & 396 EMS runs for a total of 580.

2020 have had 126 Fire & 433 EMS runs for a total of 559. We are down 21 runs from last year.

Received notice of approval of a **Training and Equipment Grant** from the Ohio Division of EMS in the amount of \$4,677.56.

We still want to get other quotes for a **water softener system** for the fire station.

Received a letter of **resignation** from Elijah Byrd. He has returned all items and is moving to Florida.

We are recommending the **promotion** of Wade Easterling to the Lieutenant position in the Department.

We have received an application for **membership** to the Department from Chris Watson.

Working with **LEXIPOL** which is a company that does SOP / SOG and they are a national standard. Most departments around us are using them. The cost is \$2,992.00 then we would get a 5% discount because I am member of Ohio Fire Chiefs then they are endorsed by OTARMA and they have an annual grant in the amount of \$1,000 a year. So, the final annual amount would be \$1,843.00. Would like for you guys to give this some thought before next meeting.

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My **vacation** is coming up and Deputy Chief, Steve Cox will have my car. All of the officers have their duties and extra staff on shifts to help.

Notes:

Working to get 101 (2011 Expedition) moved over to 102 (2014 Expedition).
Working on list of items for GOV-Deals.

ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report:

Subject: Monthly Zoning Report—June 2020

PERMIT AND FEE ACTIVITY:

Accessory Structure \$100.00 each
9503 Kenrick, Leonard Bakker
9435 Cold Springs, Roy Stoner

Single-family residence \$225.00
9487 Sandy Run, Ellis Custom Homes
9478 Cold Springs, Ellis Custom Homes (this permit was from May)

Above-ground pool \$50.00
8604 Lytle Ferry, Todd George

Accessory Structure \$25.00
3125 N. Waynesville Rd., Ann Muth

Variance Application, \$500.00
9525 Valdosta, Robert Ludeman

7 permits/fees collected for a total of \$1,225.00. All funds have been deposited.

HEARINGS:

BZA

10776 Young Rd, variance granted for solar array- height and yard location.

Upcoming hearing: July 16: Variance application, 9525 Valdosta, Lisa and Robert Ludeman

Zoning Commission

Public hearing was held July 2nd on zoning code amendments

Trustees

Public hearing on zoning code amendments to be held July 21st.

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ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

Fire Station: Status Update

Progressing through final punch list items.
Close-out procedures and documents.

Front entry concrete has been chip down. Ready for leveling and tile. Close-out construction and release of retainage. Then proceed through warranty phase.

Chip-Seal:

Bids were opened on June 9th with “Henry W. Bergman, Inc.” the apparent low bidder. Our cost basis on Chip-seal # 8s roadways is about \$77,000 dollars. The alternate bid for Chip-seal with # 9s on three subdivision roads is an additional \$57,000 dollars that would come out of our reserve fund. (transfers-out). **(Consider not performing the alternate [9’s in subdivisions] instead adding Gard Road.)**

Reclamite® asphalt rejuvenator to the streets listed below.

<u>Street</u>	<u>Limits</u>	<u>Square Yards</u>	<u>Amount</u>
Chenoweth Rd.	Haines to Bellbrook	11,300	\$10,396.00
Gard Rd.	Corwin Rd at pave change	16,210	\$14,913.20 DO NOT PERFORM
Valdosta	Thomas to Chenoweth	11,658 @0.92	\$10,725.36 ADD

Valdosta Way: We have a walk-through of Windfield Estates on July 16th with Warren County engineer’s office for acceptance.

House Bill 481: CARES Act funding. Wayne Township’s distribution from the Coronavirus Relief Fund is \$42,774.44 based on the Local Governments alternative distribution formula.

Dean Byer Trail: Eagle Scout project by Dean Byers was performed at 6050 N. Clarksville Road on Saturday, June 20th under the leadership of Dean Byers with several adult parents and about 15 boy scouts in attendance. His project consisted of clearing and constructing a walking trail through the woods with a creek crossing and steps on both sides of the creek. There was a large amount of cutting and removing of ‘Honey suckle’, trees and under-brush. This project made for a nice walking trail off of the back parking lot of the township administration building.

Caesar Creek Cemetery: We have a request to set two new head stones. They have been ordered through Dodds Monument and we will have to have two foundations poured for them to set on.

Thank you to all employees that have been cooperating in these ever changing times.

www.coronavirus.ohio.gov

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OLD BUSINESS:

Road Dept.: [Decision on chip sealing and Reclamite] Discussed in Administrators report.

Fire Dept.: [Quotes for water softener] Mentioned in Fire Departed report.

LEXIPOL: On hold.

Other: None

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation: (also see Budget Hearing section)

RESOLUTION 2020-37 ACCEPTING THE RESIGNATION OF TODD WILSON 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. Coffman – yea; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 7th day of July 2020.

RESOLUTION 2020-38 APPROVE THE ACCEPTANCE AND HIRING OF CHRISTOPHER N. WATSON TO THE WAYNE TOWNSHIP FIRE DEPARTMENT AS A VOLUNTEER EMT

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. Foley – yea; Mr. Coffman – yea; Mr. Patrick – yea. The resolution was therefore adopted the 7th day of July 2020.

RESOLUTION 2020-39 APPROVE THE PROMOTION OF WADE EASTERLING TO THE LIEUTENANT POSITION IN THE WAYNE TOWNSHIP FIRE DEPARTMENT

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. Foley – yea; Mr. Patrick – yea; Mr. Coffman – yea. The resolution was therefore adopted the 7th day of July 2020.

RESOLUTION 2020-40 ACCEPTING THE RESIGNATION OF ELIJAHBYRD 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. Patrick – yea; Mr. Foley – yea; Mr. Coffman – yea. The resolution was therefore adopted the 7th day of July 2020.

Other: None

CORRESPONDENCE:

Dept. of Veterans Affairs: A letter concerning a beneficiary travel payment decision.

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Hamilton Township Trustees: A letter concerning Wayne Township’s annual contribution to the Warren County Drug Task Force.

Museum at the Friends Home: A request for membership dues.

Lebanon Ford: A reminder that a vehicle is due to be serviced.

A Brochure: Updated Pipeline information

BUDGET HEARING:

At 7:32 p.m. Trustee, Bradley Coffman made a motion to open the Budget Hearing. 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.

Fiscal Officer, Darrell Coffman presented the proposed budget for fiscal year 2021.

There were no questions or comments.

At 7:49 Mr. Patrick made a motion to close the public hearing. Mr. Coffman seconded the motion and the motion passed with a unanimous vote.

RESOLUTION 2020-41 RESOLUTION APPROVING THE BUDGET OF WAYNE TOWNSHIP, WARREN COUNTY, OHIO AS ESTIMATED FOR FISCAL YEAR 2021

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. Patrick – yea; Mr. Foley – yea. The resolution was therefore adopted the 7th day of July 2020.

ADJOURNMENT:

Being no further business, Mr. Coffman motioned to adjourn at 7:51 p.m. Mr. Patrick seconded the motion and the motion passed with a unanimous vote.

President, Board of Trustees

Fiscal Officer