

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD SEPTEMBER 1, 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 7:01 p.m.

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

Mr. Patrick motioned to **approve the minutes** of the August 18<sup>th</sup> meeting. Mr. Coffman seconded the motion and the motion passed with a unanimous vote.

## **DEPARTMENT REPORTS:**

### **ROAD DEPARTMENT:**

Road Superintendent, Scott Camery provided the following report:

The 2020 Chip- Seal program is complete. I received a couple of complaints, which I have rectified.

The contractor (Aeromark) that is performing the additional striping for Warren County and the participating Townships, is finishing up their ODOT District 7 project sometime next week. They are planning to start in Warren County late next week or right after Labor Day. Per the contract they have until September 30, 2020 to complete/perform. Once this is done, all of our contracted services will be complete for 2020.

I ordered and have received our winter salt. We received 97.5 tons, (our order was for 100 tons)

With the recent small amount of rain that we have received the grass AND weeds had taken a jump, therefore we started and completed our 4<sup>th</sup> round of mowing.

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Bushwhacking is still underway, (making good progress)

I still have a small amount of ditching to complete.

Terry is back to work, and doing well.

(New Backhoe) New business? The trade in evaluation was completed on Friday, August 28, 2020. I will have an updated quote, which includes trade in value/offer. I will have my complete recommendation at that time.

I had received the order/dimensions for two headstone foundations in the New Burlington Cemetery. We had built the forms and we poured them today.

All Road Department equipment is available for use.

**FIRE DEPARTMENT:**

Fire Chief, Paul Scherer provided the following report:

**August Activity Reports, as of August 28<sup>th</sup>**

EMS runs for August	62
Fire runs for August	20
Public Service calls	<u>10</u>
Total runs for August	92

**Fiscal Year to Date Activity Reports**

EMS runs for 2020	573
Fire runs for 2020	178
Public Service calls	<u>78</u>
Total runs for 2020	829

2019 had 243 Fire & 522 EMS runs for a total of 765

2020 we have had 178 Fire & 573 EMS for a total of 751. We are down 14 from last year.

Will email out August reports and updated run details on September 1<sup>st</sup>.

New CAD goes live on September 1<sup>st</sup> 0800 hrs. (4-year project with big improvements)

The LOEB Grant application has been submitted. (\$23,329.20 requested)

Still waiting on Spring Valley Body to confirm estimate / quote.

Working to schedule 5 new applicants and hope to get them all scheduled for interviews in the next week or so.

**Notes:**

Working on list of items for GOV-Deals

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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 \$2992.00 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 \$1000 a year. So, the final annual amount would be \$1843.00.

**ZONING DEPARTMENT REPORT:**

Zoning Inspector, Stacey Lowing provided the following report:

Subject: Monthly Zoning Report—August 2020

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**PERMIT ACTIVITY AND FEE ACTIVITY:**

Single-family residence - \$225.00  
8962 Brandon Ln., Ellis Custom Homes  
8970 Brandon Ln., Ellis Custom Homes

In-ground pool - \$75.00  
4130 Township Line Rd., Erin Elliott

Above-ground pool \$50.00  
5970 Middletown Rd., Mary Frommling

Addition - \$100.00  
8879 Bellbrook Rd., Josh Miller

Accessory Structure - \$100.00  
7890 Cook-Jones Rd., Matthew Hampton  
8951 Ferry Rd., Todd Frankenberg, (pole barn addition)  
5615 Thomas Rd., Brian Camp

Variance Application - \$500.00  
3630 Rt. 42, Randall Diekmeyer

9 permits/fees collected for a total of \$1,475.00. All funds have been deposited.

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**RECENT HEARINGS**

A variance for 7605 E. St. Rt. 73, Todd Steiner, was approved on August 20<sup>th</sup>.

**UPCOMING HEARINGS**

**BZA**

September 17<sup>th</sup> hearing; Variance for accessory building footprint and number of accessory buildings permitted:  
3630 U.S. Rt. 42, Randall Diekmeyer.

I had received a second variance application but it has been withdrawn.

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[Mr. Patrick asked Ms. Lowing if any headway had been made concerning some issues with the use of a property located on Middletown Road.

Ms. Lowing said she was working with the property owner, their attorney and Assistant Prosecutor, Adam Nice.

Ms. Lowing said her recommendation to them was that the property owner determine her list of uses before she applied for re-zoning to make sure the uses she wants are compatible with the re-zoning she is asking for.

Ms. Lowing said she had received the property owners list. She said some of the property owners uses are not on our chart so she would have to make an administrative decision as to whether or not they are the same as something else and once she makes that determination Adam Nice would review it, then hopefully it would be on the agenda for next month.

Mr. Foley asked if the property was currently being used as a campground. Ms. Lowing said no. She said they had stopped making reservation until this process is completed. She also said they had not been ordered to stop with the reservations that they already had scheduled, but could complete them.

Mr. Foley then asked what board the property owner was on. Ms. Lowing said she was a member of our zoning commission.]

### **ADMINISTRATION**

Magazine advertising deadline is September 4<sup>th</sup>. Ads and articles are being forwarded as they are received; design is underway.

### **ADMINISTRATOR REPORT:**

Administrator, Donald Edwards provided the following report:

#### **Fire Station: Status Update**

Progressing through final punch list items.

Front entry tile installation completed.

Progressing through warranty phase.

#### **Chip-Seal:**

"Henry W. Bergman, Inc." Completed the chip seal roads on Monday Aug. 17<sup>th</sup> and swept and striped the following Monday. Project complete and they did a quality job.

#### **Carter Drive:**

We had three residents that stop by the office for the last Board meeting with concerns. Primary concern was what we were going to do to fix the ditches. "They are too steep to mow and everyone on that road are seniors." Secondary was a receipt from Jimmy Arthur for the purchase of an electric push mower for \$641.95 that he purchased to mow our ditch in front of his house, that he feels he should be reimbursed for.

This project was engineered by "Jones Warner Construction, Inc." with the parameters that they had to work with and was bid out and awarded to the contractor "W.G. Stang" by the Warren County Grants Department. Our staff worked with the engineer and grants department only to the degree of coordination with the project and residents. We feel that we have done the best that we could with the money that we had to complete this project. We now have driveway culverts that all should drain and are sized properly along with ditches that are not silted in and should help to keep the road-bed drier for the stability of the new pavement.

This was all done with no additional cost to the residents thanks to the grant. It is unfortunate that some resident now has steeper ditches than others and the maintaining of the grass may be challenging, but in general this has been a project for the greater good of the majority of the residents.

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[There was a discussion concerning the drainage ditches and the complaints that have been received concerning them. The Board members all agreed that the drainage ditch excavation was completed as good as they could have been when considering the road right of way limitations.]

### **Property Damage:**

Report was submitted to OTARMA on July 19<sup>th</sup>.

PERSO sent an insurance adjuster out on July 23<sup>rd</sup> and the preliminary report came in on Friday, July 31<sup>st</sup> with the damage exceeding the value of the vehicle. We have a couple of quotes that we need to obtain to secure a settlement agreement.

We obtained a quote from Parr Equipment for graphics and equipment remove and replace on another vehicle. High salvage bid came in at \$4,200.00

We have a settlement agreement from PERSO of \$23,239.00 or \$19,039.00 if salvage is kept. We are awaiting a repair estimate from "Spring Valley Body Shop".

**Update:** We received the final pricing from the Spring Valley body shop and the vehicle can be fixed without any additional money beyond that of the insurance settlement.

[There was a discussion concerning having the vehicle repaired. During this discussion Mr. Edwards and Chief Scherer recommended having it repaired. After the discussion Mr. Patrick made a motion to authorize Spring Valley body shop to make the necessary repairs to the 2014 Ford Expedition, provided OTARMA indicates the vehicle is insurable. Mr. Coffman seconded the motion and upon call of the roll thereon the motion passed with a unanimous vote.]

### **Caesar Creek Cemetery:**

In the process of pouring foundations for Dodds Memorials for the setting of two new head stones for Samuel Spray *DOD March 20, 1836* and Mary Spray *DOD June 18, 1843*.

Louis Campanaro, a neighbor to the cemetery, has graciously installed three new sign boards at the entrance that were damaged by a fallen tree.

### **OTARMA:**

Filed our Statement of Action Taken form on the four recommendations that came out of our June risk audit. On Monday, Aug. 17<sup>th</sup> Aaron Willis a new IT-Risk Consultant Specialist came out and inventoried all of our electronic equipment and systems. He sent three recommendations for us to act on. A Disaster Recovery Plan; Developing an employee use policy; Replacing all of our older computers to a supported operating system.

### **Warren County Budget Hearing:**

Our Budget was approved as submitted. There was general conversation about tax collection that has fallen down to about 95% from over 99%. Next year will be a reappraisal year and some counties this year are having 15-25 percent increase but Auditor, Matt Nolan hopes to keep most of Warren County areas below 10 percent increase in valuation. Townships may be a little more resilient to the decrease in their funds compared to Cities, Villages and County. Gas Tax revenue was noted as being somewhat offset by the 10.5 cent increase.

### **Wednesday Aug. 26:**

OHIO's First District Congressman Steve Chabot stopped by the Wayne Township Fire Station with lunch and to say: **Thank You!** to our frontline First Responders.

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## **Warren County EMA:**

I have attached a copy of the latest Situation Report from Warren County EMA. They had stopped reporting back in June but have started back now for situational awareness to help organizations operational decisions

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

[www.coronavirus.ohio.gov](http://www.coronavirus.ohio.gov)

*“Nobody in life gets exactly what they thought they were going to get. But if you work really hard and you're kind, amazing things will happen.”*

*Conan O'Brien*

## **OLD BUSINESS:**

**Electric Aggregation:** Mr. Edwards said he has been in contact with Trebel representative Joe Garrett concerning questions some residents have about the switchover to the new electric supplier.

**LEXIPOL contract:** Tabled

**Eagle Scout Project:** Mr. Foley told about a proposed Eagle Scout project of building a gaga pit at the Bicentennial Park as planned by scout member Josh Philpot. He said he would like the Board to consider making a contribution donation towards the purchase of material for the project. After a brief discussion Mr. Foley made a motion to contribute \$100.00 towards the project. Mr. Patrick seconded the motion and the motion passed with a unanimous vote.

**Other:** There was a discussion concerning the condition of the gazebo and the landscaping on the township owned property on Main Street. All agreed that the gazebo and landscaping needed some maintenance. Mr. Camery and Chief Scherer said they would look at it and see what all needed to be done.

## **NEW BUSINESS:**

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

**Legislation:**

### **RESOLUTION 2020-48 RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS SET BY THE WARREN COUNTY BUDGET COMMISSION**

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. Coffman – yea; Mr. Foley – yea; Mr. Patrick – yea. The resolution was therefore adopted the 1<sup>st</sup> day of September 2020.

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**RESOLUTION 2020-49 AUTHORIZING ADMINISTRATOR DONALD EDWARDS TO ENTER INTO A CONTRACT WITH MURPHY TRACTOR & EQUIPMENT COMPANY, INC. FOR THE PURCHASE OF A BACKHOE LOADER UNDER STS DISCOUNT SCHEDULE**

Mr. Foley 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. Coffman – yea; Mr. Patrick – yea. The resolution was therefore adopted the 1<sup>st</sup> day of September 2020.

**RESOLUTION 2020-50 RESOLUTION LEVYING A SPECIAL ASSESSMENT ON LANDS IN WAYNE TOWNSHIP FOR STREET LIGHTING DISTRICTS**

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. Patrick – yea; Mr. Foley – yea; Mr. Coffman – yea. The resolution was therefore adopted the 1<sup>st</sup> day of September 2020.

**Other:** None

**CORRESPONDENCE:**

**Warren County Health Department:** Monthly newsletters for August & September.

**Dayton Power & Light Co.:** Notification of Dynegy Energy Services no longer providing electric service to certain township properties after September 22, 2020.

**Philips:** Notice of invoice changes and improvements.

**Bci Capital:** Request to be added to bid list for deposit services.

**Duke Energy:** Notification of Dynegy Energy Services no longer providing electric service to certain township properties after September 10, 2020.

**ADJOURNMENT:**

Being no further business, Mr. Patrick motioned to adjourn at 7:49 p.m. Mr. Foley seconded the motion and the motion passed with a unanimous vote.

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President, Board of Trustees

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Fiscal Officer