

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD FEBRUARY 2, 2021

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. Coffman 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-404). It is important to note that these changes are temporary, in effect until the end of the Governor's declared state of emergency or July 1, 2021 (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. Coffman called the meeting to order at 7:01 p.m.

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

The following staff were connected online: Administrator, Donald Edwards; Zoning Inspector, Stacey Lowing; 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 January 19th meeting. Mr. Foley seconded the motion and the motion passed with a unanimous vote.

DEPARTMENT REPORTS:

ROAD DEPARTMENT:

Road Superintendent, Scott Camery was not present but provided the following report:

The **International 4900** single axel plow truck is back in service.

All applicable documentation for this year's **road projects** has been turned into the county engineer's office.

I met with the representative from Strawser Construction Inc. regarding the **slurry seal** for Haines Meadows. He is working on a quote for us.

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I still have **guardrail replacement** on the schedule.

I have a couple of **tree removals** on the schedule.

After tracking down hydraulic leaks on the **asphalt roller** one at a time, we have repaired all but one. Currently waiting on some parts to arrive to finish that project.

With the exception of the roller. All road **department equipment** is available for use

FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

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

January 2021 Activity Reports

EMS runs for January	69
Fire runs for January	14
Public Service calls	<u>10</u>
Total runs for January	93

Year to Date Activity Reports

EMS runs for 2021	140
Fire runs for 2021	28
Public Service calls for 2021	<u>19</u>
Total runs for 2021	187

Updates on Grants: Currently working on AFG Grant (hose roller device & SCBA Bench Testing Equipment), Fire House Sub Grant (new Rescue Tools) **Submitted**, and Fire Marshal Training Grant **Submitted**

Have **303 (2019 Squad)** down with a siren that is blown. Waiting on parts. (Friday Morning)

Continuing to work on our **protocol skills** and written exams

Started our **annual drivers training** classroom with skills in April & May.

Spring Valley Body is continuing to work on **102 (2014 Expedition)** in conversation with Steve, they are having problem with frame repair. (No update as of Friday)

ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report.

Subject: Monthly Zoning Report—January 2021

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PERMIT ACTIVITY AND FEE ACTIVITY:

Accessory Structure \$100.00

9715 Sandy Run Dr., Andrew Shier, pole building
5962 Thomas Dr., Chris Miller, detached garage

Deck \$50.00

9440 Sandy Run Dr., Dayton Deck Source

Single-family residence \$225.00

9481 Sandy Run Dr., Ellis Custom Homes
9448 Cold Springs Ln., Ellis Custom Homes

5 permits/fees collected for a total of \$700.00. All funds have been deposited.

{There was a brief discussion concerning the upcoming recycle rally.}

ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

Fire Station: Status Update

Finalizing final punch list items.
Working with BHC on extended warranty agreement.
BHC Final Pay Application
Commitment letter to complete items on list from President of Bunnell Hill Construction

Warren County EMA:

I have attached a copy of the latest Situation Report from Warren County EMA. Good updates in this Report.

Bridgewired:

They have a couple splices to make and then should start on the individual connections.

[Mr. Patrick gave an update on the status of the installation of Bridgewired Internet Service in the area of the administration building.]

IT:

We are working on having a server installed at the administration building along with upgrades to computer workstations in preparation of broadband installation thanks to Deputy Chief, Cox. Work continues to progress. Zoning Office is completed. Admin Office is now complete. *[Will be working on Road Dept. next]*

Warren County is still a **Level 3 Red** Public Emergency on the COVID Ohio Public Health Advisory System this week. [Very high exposure and spread]
[Staying between 4,000 to 7,000 positive cases per day in Ohio in the past two weeks. Numerous positive cases in our community.
Statewide curfew updated to 11pm to 5am for next two weeks.

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VACCINE UPDATE:

The state of Ohio now has a statewide vaccination location database that currently all phase 1A and

1B can use to help schedule a vaccination shot.

<https://vaccine.coronavirus.ohio.gov/>.

Warren County COVID-19 Year End Data Report: Attached

Road Dept.:

Cost Estimate for Warren County / Twp. Striping Program

Financials:

1. 35 year Fund Status report
2. Blue Sheet 2019-2020 comparison by category Revenue / Expense
3. 2019 Revenue / Expense with charts
4. 2020 Revenue / Expense with charts
5. Four year look back by Departments.

[Mr. Edwards gave an extensive Annual Financial Report for fiscal year 2020 using charts and graphs to compare 2020 revenues and expenditures to that of previous years.]

Warren County Drug Task Force Annual Report

OTA Winter Conference February 1-5

OIS to have renewals with Anthem BC/BS within next two weeks.

Please keep your circle of friends and family as small as possible and follow safety guidelines for COVID in order to minimize exposure. STAY HOME – WEAR A MASK – WASH YOUR HANDS!

OLD BUSINESS

Other:

Chief Scherer reported that the new fire engine is in the design engineer stage. He said a preconstruction video is scheduled for somewhere around March 24th.

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation: None

Other: Mr. Foley made a motion to approve of a contribution \$4,925.00 to Warren County Drug Task Force, as they had requested. 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..

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CORRESPONDENCE:

Warren County Health Department: Monthly newsletter.

ADJOURNMENT:

Being no further business, Mr. Coffman motioned to adjourn at 7:30 p.m. Mr. Patrick seconded the motion and the motion passed with a unanimous vote.

President, Board of Trustees

Fiscal Officer