

# MARCH MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD MARCH 16, 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. Patrick – present; Mr. Coffman – present; Foley –absent.

**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 and Paul Bernard.

Mr. Patrick motioned to **approve the minutes** of the March 2<sup>nd</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:

We have received the **additional 100 tons of salt** that we ordered. Additionally the county has filled the salt dome with their contracted tonnage.

I was able to remove another **tree** that I had on my schedule.

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I have completed the **guardrail** upgrade on South Cincinnati-Columbus Road. We have started on Cedar Hill Road. These two roads are the last of the old rail we have in the township. The rail we are replacing is approximately 1960's vintage, give or take 10 years. This has been occupying the majority of our work time.

I still have not heard anything from the **slurry seal** contractor. If I haven't heard anything by midweek, I will give them a call.

Another round of "**pothole patrol**" is on the close horizon, as well as "**leaf patrol**" prior to spring rains.

I put us on the list for the **Inmate trash pickup**. The list is long but we are on it.

I will be looking at prep work and **servicing of our tractors and mowers** late this month/ moving into April.

All Road Department **Equipment** is 100% available for use.

### **FIRE DEPARTMENT:**

Fire Chief, Paul Scherer provided the following report:

**Router** went down on Saturday March 6<sup>th</sup> and has since been replaced.

The Twp. **Microsoft Exchange** server was compromised / hacked and is secured. Cox has updated it and is confident in it.

All the **Protocol Proctors** have been tested and passed we will start testing for everyone else on Monday evening EMS Training.

State of **Ohio Pharmacy License Renewal** is in review.

Thoughts about opening **Fire Station** with Social Distancing mask and temps monitoring. Along with looking at Fish Fry in May.

**Social Media survey** for Fire Departments Facebook page. Get a lot of request to put more info is why we want to do survey. Sent you a copy of survey.

Spring Valley Body is continuing to work on the body, of 102, the **Ford Expedition**.

Have been getting more **applications** recently after a short run of nothing.

[There was a brief discussion concerning informational items that could be posted on the department's social media and other things that should not be posted.]

### **Notes:**

Working on list of items for GOV-Deals

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## ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report.

Subject:Mid Monthly Zoning Report

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### **Magazine:**

Review of draft copy was underway on Friday. Goal is to have a final draft by Monday, March 15<sup>th</sup>. As soon as review is complete, it will be sent to the printer.

### **Violation:**

Friday, March 12<sup>th</sup> was the deadline to clean up the property on the violation that I was requested to pursue. I checked the property on Friday, and since it was not cleaned up, I forwarded everything to the Prosecutor's office.

[Mr. Patrick said he had received a package with three anonymous hand written, unsigned, letters concerning an address on Cincinnati-Columbus Road. Mr. Patrick also stated that Township's website is still listing him as the Board President. He said it needed to be updated to show Trustee, Bradley Coffman as President.]

## ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

### **Insurance:**

Health insurance renewal for May came in with a 44% increase. The FormFire updates were finished this week. Census has been submitted to the market groups for quoting. Hope to have a recommendation by the April 6<sup>th</sup> meeting.

**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] [Going down *between 1,000 to 1,900 positive cases per day in Ohio in the past two weeks. Fewer positive cases in our community.*]

### **Bridgewired:**

Connection has been made to the administration building from the road. Just waiting for final hook-up.

### **Paving Bids:**

Paving and striping bids are out with three plan holders at this time. Bids are scheduled to be opened on the 23<sup>rd</sup> of March. This will give us better insight on the rest of our projects for the year.

### **Salt Bin:**

Has been replenished.

[Mr. Edwards told of numerous vendors that have changed their names or in the process of doing so.]

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!

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HELD MARCH 16, 2021**

**OLD BUSINESS:**

**Gazebo and Firehouse parking lot:** (No update)

**Other:** None

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2021-14 RESOLUTION APPROVING PERMANENT APPROPRIATIONS FOR 2021**

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. Coffman – yea; Mr. Foley – absent. The resolution was therefore adopted the 16<sup>th</sup> day of March 2021.

**RESOLUTION 2021-15 APPROVE THE APPOINTMENT OF TIM SALAS AS DEPUTY CHIEF OF THE WAYNE TOWNSHIP FIRE DEPARTMENT**

There was a brief discussion concerning the appointment of Mr. Salas as Deputy Chief of the Department. It was decided to table the resolution until Mr. Patrick had the opportunity to personally meet and talk to Mr. Salas.

**CORRESPONDENCE:**

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

**ADJOURNMENT:**

Being no further business, Mr. Coffman motioned to adjourn at 7:32 p.m. Mr. Patrick 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