

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING HELD JULY 20, 2021

**Mr. Coffman** called the meeting to order at 7:00 p.m.

**Roll call:** Mr. Coffman - present; Mr. Patrick - present; Mr. Foley - absent.

**The following staff were present:** Administrator, Donald Edwards; Zoning Inspector, Stacey Lowing; Roads Supervisor, Scott Camery and Fiscal Officer, Darrell Coffman.

**The following guests were also present:** Diane Colvin, Tom Duerr and Gary Breeze.

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

Mr. Patrick motioned to **approve the minutes** of the July 6<sup>th</sup> meeting and Mr. Coffman seconded the motion.

## **CITIZEN'S COMMENTS:**

Ms. Colvin said she would like to take a moment to honor former trustee Ray Lamb who passed away on July 18<sup>th</sup>. She told of how Ray, in years past, had worked towards the reopening of North Waynesville Road which had been closed for a number of years, due to the river washout of the roadway. She said at that time she wasn't happy with his effort to reopen the road, but over time they had become friends.

Mr. Breeze said he was a little confused concerning the wording on the agenda concerning "Citizens Comments". He said under "Citizen's Comments" it said statements only, then on down in the paragraph it said that questions directed to the Board could not always be answered immediately and an appropriate person will respond to all questions within a timely period after the meeting or be put on the agenda for the next meeting.

He then when over his statements from our previous concerning weeds at the intersection of O'Neill and Corwin Roads that are obstructing the view of possible oncoming traffic. He said he had voiced his concern at the last meeting and had called and left a message for Mr. Edwards last week but the weeds are still there.

He then spoke concerning baseball size rocks that get on the roadway at the intersection of Route 42 and Route 73. He said in the past he has contacted the State, the County, and the Village and had asked the trustees to contract the Village of Waynesville concerning the problem as it was the village's responsibility to take care of it. He went on to say that he had contacted the village today and was told that no one from the township had contacted them concerning the matter. He said it seemed like the township was always there to help the village when needed, why had no one contacted the village?

He then said three meetings had been devoted to the "Jake Brake" issue in the Lytle area. He said he didn't think that was a safety issue, but the other two items he had mentioned were safety issues. He said he didn't understand why all of the time was devoted towards the "Jake Brake" issue, but no response towards the issues that he has brought before the Board at the last meeting.

He then spoke concerning the drinking fountains in the administration building still being out of order and how he had brought it to the Board's attention many times in the past.

He said no one has ever contacted him on anything he had mentioned.

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Trustee, Coffman said the weeds at the intersection of O'Neill and Corwin Roads had been sprayed with herbicides but not mowed down. He said Mr. Camery and his crew had been working to prepare Old Stage Road for asphalt resurfacing which is their current priority.

He then said he had not contacted the village concerning the rocks on the roadway. He said in the past he has received very little response to anything he has ever contacted them about, but he would reach out to them concerning this matter.

Mr. Patrick said he hadn't contacted the village either, due to an ongoing request from the village that the township contribute \$35,000.00 towards their "Third Street Grant Project" and he didn't want to reopen that subject at this time. He said, as Mr. Coffman had stated, that the village gives very little response or cooperation with the township in anything that is requested of them.

He further stated that he would be willing to work with the village on their "Third Street Grant Project" if they would commit to upgrading Wilkerson Road, which mostly fronts on properties located within the township.

He then said he would contact a member of the village council concerning the rocks getting on the roadway.

Mr. Edwards said after receiving Mr. Breeze's message on Friday, concerning the weeds at the intersection of O'Neill and Corwin Roads, he had drove down there and, in his opinion, there was not a visibility issue.

Ms. Colvin asked if there was anything that would prevent a private citizen from weed whacking the weeds. She was told no. She then said she would do it.

Mr. Breeze continued to reiterate how he thought the "Jake Brake" issue in the Lytle area had taken priority over what he considered safety concerns.

Mr. Edwards then encouraged citizens to work through problems at departmental and/or administration levels before bringing them to the Board.

### DEPARTMENT REPORTS:

#### ROAD DEPARTMENT:

Road Department Supervisor, Scott Camery provided the following verbal report:

All of the roads in the **Village of Lytle** are county maintained.

Barrett Paving has been delayed in the resurfacing of our roadways due to rain delays on an Ohio Department of Transportation project on Route 73 in Franklin. They are now saying they should be here next week for the resurfacing of **Old Stage Road**.

The **crack sealing** project is going very well, but focusing our time on preparing Old Stage Road for resurfacing.

I'm in the process of looking for another truck to replace one of our **International 4900** single axle dump trucks, which is twenty-one (21) years old, which we have been having issues with.

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Being a man down I need help and ask that one of the Board members if they could **mow the lawn** at the administration building.

{Trustee, Coffman said he would mow the lawn at the administration building.}

## **FIRE DEPARTMENT:**

Fire Chief, Paul Scherer is on vacation.

## **ZONING DEPARTMENT REPORT:**

Zoning Inspector, Stacey Lowing provided the following report:

Subject:Mid Monthly Zoning Report

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### **Work Projects-schedule**

- **Personnel Manual-**
  - July 20, new business for review and discussion
  - August 3, Resolution for approval
- **Records Retention-RC-2 schedule (Records committee)**
  - September 7
- **Magazine**
  - August 16, send out advertiser emails
  - September 3, advertisement and article deadlines
  - Mail by end of September
- **Zoning Code**
  - Evaluating possible administrative changes to the code, and the amendment process will start after the first of the year

### **Personnel manual**

The manual was sent out to you via WeTransfer due to the file size. I utilized the strikethrough and underline method to indicate changes to the manual. Changes are summarized as follows:

- **Holidays-** I forwarded a copy of the email from Adam Nice regarding holidays. He stated that Township employees are entitled to holiday pay for the 10 legal holidays. The township has not recognized Columbus Day as a holiday, so this holiday was added in. Also, Juneteenth is expected to be included in the statutes to be celebrated June 19<sup>th</sup> beginning in 2022. As such, I added Juneteenth into the manual as well, bringing the total to 11 paid holidays annually.
- Section 15.5 was amended to reflect current language on harassment and discrimination based on a training that Mr. Edwards attended. Model language for this section was provided at the training.
- Section 15.14, Credit Cards, was amended to include the credit card and purchasing policy.
- A social media policy was added to the manual in section 15.20

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- There are other changes which were made such as in 1.10, 1.11 which incorporate language from the harassment and discrimination policy; some changes to the section names in the table of contents, and the removal of the index at the end of the document.

### ADMINISTRATOR REPORT:

Administrator, Donald Edwards provided the following report:

#### Warren County COVID:

COVID positive cases increasing up to 400-550 per day in Ohio in the past two weeks. *[Warren County is averaging about 7 positive cases per day. Doubled in the last two weeks]*

#### ARP: American Rescue Plan Act

Township eligibility was made official on June 29<sup>th</sup> with Governor DeWine signing HB 168. Have been attending several Office of Budget and Management (OBM) webinars on the submittal process. We have about 45 more days to apply.

#### BWC:

Injured employee still on "Salary Continuation" and has not been released by the doctor.

#### Policy:

Ms. Lowing and I have working on revisions and updates to the personnel policy manual. She sent a draft copy out last week for comments and discussion before presenting for approval in August.

#### Audit Report:

Darrell and I received a draft copy of our final audit and we are reviewing for comments. The Assistant Auditor that was working on our audit left the State's Auditor's office so some of the information in the audit may not fully be a representation of everything that was sent in for compliance.

#### Township Stimulus Program

The Township Stimulus Program is a one-time program that provides Federal funds to townships for sidewalks, roadways and culvert (less than 10 feet) projects located within township limits. The allocation for this program will be administered by ODOT's Division of Planning, Office of Local Programs. The total funding available to this program is \$8 million and a funding limit of \$250,000 per project has been established. ODOT will provide 100% of eligible costs for all phases of the project, up to the specified project funding limit. There are currently 1,308 townships in the State of Ohio.

#### Wind/Solar Bill:

On Monday, Governor DeWine signed [SB 52](#), which seeks to provide local input on large scale wind and solar siting. The following provisions are pertinent to townships:

- Allows the county commissioners to designate all or part of the unincorporated area of the county as a restricted area prohibiting the construction of wind farms and/or solar facilities under the Ohio Power Siting Board's (PSB) jurisdiction. Notice must be provided to affected townships and the creation of this area would be subject to referendum.
- Requires a public meeting before an application to the PSB, where a developer would be required to present certain information. Affected townships are to receive notice of the meeting. After the meeting, the county commissioners are able to adopt a resolution prohibiting project construction or limiting its geographic size.

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- Adds two ad hoc members to the PSB for each wind and solar project: one township appointee and one county commissioner appointee.
- Requires PSB notification to affected townships and counties that an application for a project has been filed.
- Adds decommissioning requirements for wind and solar facilities.
- Grandfathers in some pending wind and solar projects so that the county approval provisions of the bill do not apply.

The bill will become effective on October 11, 2021

**OLD BUSINESS:**

**Old Road Garage:** None

**Other:** None

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2021-38 ESTABLISHING A “NO ENGINE BRAKE” ZONE WITHIN THE UNINCORPORATED VILLAGE OF LYTLE**

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 20<sup>th</sup> day of July 2021.

**Other:**

Trustee, Coffman asked for a moment of silence in recognition of Mr. Ray Lamb who had served as a Wayne Township Trustee for 12 years.

Ms. Colvin asked about the Wind/Solar - S.B. 52 that was a part of the Administrator’s report. There was a brief discussion concerning the subject.

**CORRESPONDENCE:**

**Warren County Health District:** Quarterly report for March – May, 2021.

**OTARMA:** Annual report.

**ADJOURNMENT:**

Being no further business, Mr. Patrick motioned to adjourn at 7:36 p.m. and Mr. Coffman seconded the motion.

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President, Board of Trustees

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Fiscal Officer

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