

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

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

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

**The following staff were present:** 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 present:** Gary Breeze and Diane Colvin.

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

Mr. Patrick motioned to **approve the minutes** of the October 19<sup>th</sup> meeting. Mr. Foley seconded the motion which passed with a unanimous vote.

**CITIZEN’S COMMENTS:**

Mr. Breeze said he needed some help contacting the Ohio Department of Transportation (ODOT) in regards to passing lanes on U.S. Route 42 between Old Route 122 and Township Line Road. He said the way the passing lanes on the roadway are marked creates a very hazardous condition for traffic that would be turning north onto U.S. Route 42 from Township Line Road at the same time a vehicle would be passing while headed south on U.S. Route 42.

Mr. Patrick said he would contact the office of State Senator, Steve Wilson concerning that issue as he needed to follow up with him concerning the intersection of Old State Route 73 and State Route 73.

**REPORTS:**

**ROAD DEPARTMENT:**

Department Supervisor, Scott Camery provided the following report:

**Slurry Seal** is complete. So far, I am very pleased with the finished product. I will reserve full judgment until after snow season has come and gone.

Final round of **mowing** is complete. Equipment has been cleaned/reconfigured.

**Snow removal equipment** is approximately 50% “saddled up”. I still have a good bit of washing and cleaning to do. We have been busy fabricating and installing the liquid system on the 6500 Chevrolet. I am waiting on a return phone call regarding some needed parts to complete the install.

**Lower Springboro Road** is back open. Warren County Engineers Office is going to let it “settle in” the rest of this year and re-evaluate in the spring.

With the completion of Lower Springboro Road, they are moving to **New Burlington Road**. They are going to do the same process at the “slip” located at the Low Head Dam. That road will be closed starting the November 8<sup>th</sup> and lasting approximately 1-2 weeks, barring any weather problems/setbacks.

**Kolton Hoffer’s** last day was Friday the 29<sup>th</sup>. We wish him well and good luck with his new endeavors.

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Road Department **crew discussion?**

I have the updated state bid quote for a **new mowing tractor**. The current state bid contract is ending in 2022. With the new contract we can realistically expect to see at least an 8-10% increase. (potentially more) We have budgeted for this and have the funds. My recommendation is to “strike while the iron is hot”.

I have “**leaf patrol**” and another round of “**pothole patrol**” on the very near future schedule.

We are continuing to gather information and evidence to submit for the **Township Infrastructure Grant**.

All Road Department **equipment** is available for use.

**FIRE DEPARTMENT:**

Fire Chief, Paul Scherer provided the following report:

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

**October 2021 Activity Reports**

EMS runs for October	91
Fire runs for October	12
Public Service calls for October	<u>6</u>
<b>Total runs for October</b>	<b>109</b>

EMS runs for 2021	771
Fire runs for 2021	190
Public Service calls for 2021	<u>87</u>
<b>Total runs for 2021</b>	<b>1048</b>

As of this date in 2020 we had 209 Fire, 712 EMS, and 88 Service calls for a total of 1009. We are currently up 39 calls from last year.

Waiting on company to schedule quotes on repairs at #Station 92.

Have completed Officers Lieutenant **promotional exam process**. Waiting for some additional information to finalize the results. (Possible executive session)

Meet with the company interested in use of old kitchen and adjoining room at **Station #92**. Will schedule meeting with them and administrator later in the week.

Would like to have **work session** to preview my current staffing/plan before finalizing any more of it.

**ZONING DEPARTMENT REPORT:**

Zoning Inspector, Stacey Lowing provided the following report:

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Subject: Monthly Zoning Report—October 2021

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**PERMIT ACTIVITY AND FEE ACTIVITY:**

**Accessory Structure \$100.00**

6078 O’Neill Road, Floyd Ford  
8929 Michaela Lane, Brian Hall

**Single-family residence \$225.00**

3045 E. Lower Springboro Road, Ellis Custom Homes  
Laura Marie Drive, Doliboa Construction

**Deck \$50.00**

9357 N. Cincinnati-Columbus Road, Simms Custom Homes

**Addition \$100.00**

5775 Clarksville Road, roof addition, Robert Lalich  
5657 Chenoweth Road, RW Remodeling

**Variance application \$500.00**

4865 Mazola Court, Tim Elam

8 permits/fees collected for a total of \$1,400.00 All funds have been deposited.

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**BZA:**

5775 Clarksville Road, rear yard setback variance, approved.  
4865 Mazola Court, variance for an additional accessory building over 200 square feet, Nov. 18<sup>th</sup>.

**Magazine:**

Advertising Revenue: \$5,550.00 (\$250.00 is outstanding)

Expenses:

- Stacey Castle - design - (\$348.00)
- CDS Printing - (\$5,624.00)
- Postage - (\$1,052.52)

**Total Township Cost: \$1,474.52**

**ADMINISTRATOR’S REPORT**

Administrator, Donald Edwards provided the following report:

**Warren County COVID:**

COVID positive cases **decreasing** to **2,600 – 4,300** per day in Ohio in the past two weeks. *[Warren County is averaging about 44 positive cases per day. About 40% decrease in the last two weeks] HIGH TRANSMISSION rate.*

*Warren County is 77 out of 88 Counties for current case per 100,000. [295].*

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES

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### **ARP:**

#### *American Rescue Plan Act*

Continue to file all forms and wait for final guidance that is expected to come out around the end of the year.

### **Twp. Fire, EMS Contract:**

Asked Washington Township to consider a 10% across the board increase in their contract for 2022 for one year to justify full collection of their existing levy. Waiting on feedback.

### **Road Dept.:**

Working to fill vacant position within the Road Department. I interviewed an applicant who meets all qualifications.

### **CIV:**

Working with the Chamber and the Village on Christmas In the Village (CIV). Installed speaker wire to Chamber office and added two more speakers North on Main Street for Music and announcements. during the event. The gazebo has been decorated. Purchased 15 cases of luminary candles to line the streets. (two-year supply).

### **Camp Stonybrook:**

Working with Girl Scouts of Western Ohio and ODNR on a Joint. Use Agreement (JUA), for a \$100,000.00 grant through the State Capital Improvement Budget, SB-310. State capital funds will be used to complete Phase 1 projects, including trailheads and wayfinding, observation stations, and conservation efforts. These capital projects will upgrade camp offerings to attract more participants and elevate camp experiences.

[Mr. Breeze asked if boys could now be a part of the Girl Scout troops, as girls can now be a part of the Boy Scouts troops. The Board could not answer that question as they had no knowledge of that subject.]

## **OLD BUSINESS**

### **Old SR. 73 and SR 73 Intersection**

Mr. Patrick said he had been in contact with State Representative, Scott Lipps who had offer to help. He said he had also contacted the Wysong's to kind of coordinate with Representative Lipps office but they hadn't got much help from Representative Lipps. He said he would be contacting State Senator, Steve Wilson concerning the intersection.

### **Old Fire Station:**

There was an open discussion concerning the future use of the building, its current condition and needed updates.

Chief Scherer said he had met with a local contractor concerning replacement windows for **Station #92** and had received a quote, including installation, of \$9,900.00 for 20 vinyl windows which tilt out at the top and bottom with a half screen at the bottom.

Mr. Patrick asked if the Board wanted to put additional money into the building or if they wanted to talk about selling the property and letting the next owner take care of the needed updates.

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Mr. Foley said he would like Chief Scherer and Mr. Edwards to put a plan together on the future use of the building then present the plan to the Board for further discussion and consideration.

**Other:** None

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2021-54 AUTHORIZING THE BOARD OF TRUSTEES TO TRANSFER EXCESS TOWNSHIP PROPERTY TO ANOTHER GOVERNMENTAL AGENCY**

Mr. Patrick 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 2<sup>nd</sup> day of November 2021.

**RESOLUTION 2021-55 RESOLUTION APPOINTING RICHARD BOWLING TO THE WAYNE TOWNSHIP BOARD OF ZONING APPEALS**

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. Foley - yea; Mr. Patrick - yea; Mr. Coffman - yea. The resolution was therefore adopted the 2<sup>nd</sup> day of November 2021.

**RESOLUTION 2021-56 RESOLUTION APPROVING ENTERING INTO A JOINT USE AGREEMENT WITH GIRL SCOUTS OF WESTERN OHIO FOR PURPOSE OF A STATE CAPITAL BUDGET IMPROVEMENT GRANT**

Mr. Patrick motioned to adopt the resolution. Mr. Foley 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 2<sup>nd</sup> day of November 2021.

**RESOLUTION 2021-57 APPROVE THE ACCEPTANCE AND HIRING OF JEFF C. PATTON TO THE WAYNE TOWNSHIP ROAD DEPARTMENT AS A FULL TIME EMPLOYEE**

Mr. Patrick 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. Patrick - yea; Mr. Foley - yea. The resolution was therefore adopted the 2<sup>nd</sup> day of November 2021.

**Other:**

Mr. Patrick made a motion to begin audio taping the Board meetings beginning with the upcoming meeting of November 16<sup>th</sup>. Mr. Coffman seconded the motion and the vote thereon was as follows. Mr. Patrick - yea; Mr. Coffman - yea; Mr. Foley - nay.

Mr. Camery spoke concerning the need for the Board to consider the purchase of a John Deere 5090E tractor to replace the 2003 John Deere 5520. He said per his conversation with the sales rep there would likely be an eight (8) to ten (10) percent price increase with the new state bid price in the upcoming contract.

After a discussion concerning the tractors Mr. Coffman made a motion to purchase the John Deere 5090E. Mr. Patrick seconded the motion which passed with a unanimous vote.

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**CORRESPONDENCE:**

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

**District #10 Public Works Integrating Committee:** Notice concerning nominations to fill vacancies on the Natural Resources Assistance Council.

**District #10 Public Works Integrating Committee:** Ballot for appointments to serve as Township Representatives to the District #10 Public Works Integrating Committee.

**Ohio Dept. of Jobs and Family Services:** Two notices concerning "The SOURCE", Ohio's new unemployment insurance tax system.

**Spectrum Enterprise:** Information concerning upcoming changes to their billing statements.

**Martin Marietta:** A notice of price increases in the upcoming year.

**Stykemain Chevrolet:** A card thanking us for our recent purchase.

**WORK SESSION:**

A work session was held with Chief Scherer to discuss staffing and operations of the fire department.

Chief Scherer told about the current staffing. He said he currently had forty-four (44) members on the roster of which eight (8) are inactive, leaving him with thirty-six (36) active members. He said there was a potential of losing up to twenty (20) members within the next year or so due to retirement, career advancements and relocations. He further stated that one hundred and six (106) members had come and gone since 2003, mostly due to retirement, career changes and relocations.

He said it is becoming more and more difficult to recruit and retain members, which is not a problem just within our area but a problem that exists with volunteer departments throughout the country.

He said this year they are averaging 96.9 runs month and have had to request mutual aid thirty- four (34) times this year due to lack of personnel to run a second squad. He said he is losing some of his members to surrounding departments which are paying higher wages.

He then talked about the revenue that is collected through EMS billing, which he said averages \$325.00 per run and what is collected through the two (2) levies. He said although costs of everything from fuel, supplies, repair services, equipment and personnel has increased drastically over the years the revenues collected from the tax levies have stayed fairly flat as they are renewal levies.

Chief Scherer said over the years we have been fortunate to have graduates from the career center join our department for furthering training. He said to meet current standards for departments like ours we need more personnel. He said ideal staffing would be six (6) people per day and night shift. He said to hire six (6) full-time people per shift paying what the surrounding area departments are paying would average out, with pay and benefits, to about \$100,000.00 per person per year. In addition to full-time personnel we would need about ten part-time personnel at a cost of about \$22,500 per person and paid on call staff at about \$54,000.00 total per-year. He said to increase to ideal staffing it would require an additional tax levy of about a 3.6 mill levy to cover the expenses.

Chief Scherer said he would continue to gather information to get a more accurate cost for additional personnel if directed to do so by the Board.

**ADJOURNMENT:**

Being no further business, Mr. Foley motioned to adjourn at 8:32 p.m. Mr. Patrick seconded the motion which passed with a unanimous vote.

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President, Board of Trustees

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Fiscal Officer