

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES
MEETING HELD DECEMBER 7, 2021**

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

Roll call: Mr. Foley – present; Mr. Coffman – present; Mr. Patrick – 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, Andy Jacobs, Diane Colvin and David McCandless.

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

Mr. Patrick motioned to **approve the minutes** of the November 16th meeting. Mr. Coffman seconded the motion and the vote thereon resulted as follows: Mr. Coffman - yea; Mr. Patrick – yea; Mr. Foley abstained as he was not present for that meeting.

SPECIAL GUEST:

Mr. Coffman welcomed **David McCandless District Representative Office of Congressman Steve Chabot (OH-01) U.S. House of Representatives**.

Mr. McCandless introduced himself and thanked the trustees and staff for their continued service and welcomed the incoming trustees for their commitment to public service.

He then made note of the census results that were released this summer. He said the census showed Warren County having population increase of thirteen (13) percent since the last census. He then told the location of the Warren County district office in Lebanon. He said the district offices had two primary focuses which are community outreach and constituents' services.

He then gave an overview of the types of events they attend to stay engaged with the community and learn of the resident's concerns and making sure Congress Chabot gets that feedback. He also told of many ways the office can assist the residents.

Mr. McCandless also told of bills that congress had recently passed and ones that are being considered.

CITIZEN'S COMMENTS:

Mr. Breeze spoke concerning the lowering of the American flag to half-staff, which had been ordered due to the recent death of former Senator Robert Dole, which made it two-fold this year, as today is National Pearl Harbor Remembrance Day. He told of many flags in the community that had not been lower even though the order was given to lower them from November 5th through November 9th in honor the late Senator. He said some that was not lower he stopped by and lowered himself.

He said what irked him the most was that the three flags at the Wayne Local School buildings were not lowered. He said he had called into the school superintendent's office and asked them why the flags hadn't been lowered. He said the person that he spoke to asked him why and he told them why they were supposed to be lowered. He said the person told him they didn't know who was in charge of the flags.

He said with all of the students, teachers and administration staff that all go by the three flag poles every day and they can't show respect for the flag. He said he was kind of disappointed with the school system.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES
MEETING HELD DECEMBER 7, 2021**

He then spoke concerning the used car lot near the intersection of S.R. 73 and Township Line Road. He said they were not holding up to their part of the agreement made during the zoning hearings, of parking the vehicles only on the paved area. He said they are still parking vehicles in the grass.

REPORTS:

ROAD DEPARTMENT:

Department Supervisor, Scott Camery provided the following report:

I was finally able to get the **ambulance** into the shop and installed the new “Onspot” Chain trays.

Employee Evaluation Reports have been completed and submitted to the administrator.

I received the parts that I needed to complete the liquid **de-ice system** on the 6500. They have been installed, all that is needed now is to calibrate the system.

All **snow equipment** is “saddled up” and ready for the winter season.

Jeff Patton started on November 29, 2021. I am getting him familiar with road department equipment and snow routes.

With the snow equipment put together, we have now returned to **bushwhacking** the bike trail. I am working on the 2022 road re-surfacing project list. I hope to have it ready for the 21 December meeting.

I’m still working on the **Township Infrastructure Grant**.

I would like to formally recommend **Mr. Daric Brown** to be moved/promoted to “full time status”. Daric is doing a good job. He is eager and willing to learn all aspects of the road department’s functions. I have been training him for plowing operations as well as a host of other duties. I believe that he will prove to be a valuable asset to Wayne Township.

100% of road **department equipment** is available for use.

FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

The November monthly and 2021 fiscal year **activity reports** were previously emailed to the trustees.

November 2021 Activity Reports

EMS runs for November	58
Fire runs for November	15
Public Service calls for November	<u>7</u>
Total runs for November	80

EMS runs for 2021	836
Fire runs for 2021	206
Public Service calls for 2021	<u>95</u>
Total runs for 2021	1137

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES
MEETING HELD DECEMBER 7, 2021**

In the fiscal year of 2020 we had 232 Fire, 748 EMS, and 97 Service calls, for a total of 1113 calls. In 2021 we were up a total of 24 calls from 2020.

As of tonight, Zoll has promised to give us all day on Friday to mitigate our reports over for sixteen years (16). Our data from 2003 to 2018 has not come over to the new system.

We updated the complete **Records Management System and Electronic PCR System** on November 29th.

The **Christmas party** for the members children was held on December 5th at the fire station.

The **Christmas party** for the department members is scheduled for December 11th at the Waynesville Methodist church.

We hosted the Warren County Fire Chiefs meeting/dinner on December 2nd. We are still getting great comments about the station

The **Lifepak 15 monitors** which were approved for purchase at the November 16th meeting have been ordered.

We still haven't heard anything concerning The Loeb Foundation Grant. (delayed due to illness)

We are waiting on the company to schedule quotes for the repairs on Station #92.

We have completed **Officers Lieutenant promotional exam** process. Waiting for some additional information to finalize the results. (Possible executive session during the next meeting)

ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report:

Subject: Monthly Zoning Report—November 2021

PERMIT ACTIVITY AND FEE ACTIVITY:

Accessory Structure \$100.00

7619 Cook-Jones Road, Steve Currin
8969 Brandon Lane, Timberline Buildings
4865 Mazola Court, Tim Elam

Addition \$100.00

4079 Laura Marie Drive, Gregg Taylor
3224 Old St. Rt. 122, Great Day Improvements
7839 Cook-Jones Road, Matthew Jones

Deck \$50.00

4079 Laura Marie Drive, Gregg Taylor

Variance application \$500.00

Wilson Road, Bret Fullenkamp

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES
MEETING HELD DECEMBER 7, 2021**

8 permits/fees collected for a total of \$1,150.00 All funds have been deposited.

BZA

4865 Mazola Court, the variance for an additional accessory building over 200 square feet was approved.

December 16th: Wilson Road, vacant property; Bret Fullenkamp, lot frontage variance request.

MORE Grant: applied for the following amounts:

Safety - \$500

Fire - \$1,000

Cares Act

Made additional purchases of a laptop computer and cleaning supplies.

Records Retention, RC-2

I completed the records retention schedule, and it is on the separate Records Commission meeting tonight. Once the schedule is approved, I will send it to the Ohio History Connection for their approval, and approval by the Auditor of State.

ADMINISTRATOR'S REPORT

Administrator, Donald Edwards provided the following report:

National Pearl Harbor Day:

Before going over his report Mr. Edwards gave a special recognition to the eightieth anniversary of National Pearl Harbor Remembrance Day.

Warren County COVID:

COVID positive cases **increasing** to **3,600 - 7,800** per day in Ohio in the past two weeks. *[Warren County is averaging about 73 positive cases per day. About 46% increase in the last two weeks] HIGH TRANSMISSION rate. Warren County is 74 out of 88 Counties for current case per 100,000. [474].*

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.

Washington Twp. Fire & EMS Contract:

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. Have verbal approval, waiting on execution.

Road Department:

Road Supervisor, Scott Camery is asking to promote part-time Road Worker 1, Daric Brown to Full-time beginning the first pay period in January. Daric has served us well since being hired on as seasonal help in the spring.

Employee Evaluations:

All evaluations have been completed and entered into the metrics for annual bonus pay based on merit.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES

MEETING HELD DECEMBER 7, 2021

Driver's License:

Driver's license abstracts have been completed on all employees and all have been found in compliance with our driving records policy.

Water Reading 1100:

Received call from Village of Waynesville on a high meter reading at the new fire station on the 2-inch domestic line. The electronic meter is showing 600,000 gallons since September 22. Meter was read on November 22nd and showed 745k gallon and then read a week later and showed a reading 820k. We have checked everything in the building, and nothing is running.

We surveyed everything outside and found all catch basins and storm water pipes with nothing moving. No visible soft spots or water anywhere around the premises. Working with Waynesville to get "Badger" meter representative to come out and get history from meter.

APC & WCCA:

Attended the 45th annual economic outlook breakfast with great insight of post pandemic issues to expect. Housing supplies at record lows; commercial and industrial spaces being filled as quick as they are being built; Old "B" and "C" class commercial buildings being repurposed to mix use. Warren County in better shape than most areas. Look at international markets and monetary policies.

OHIO COMMUNITIES WILL BENEFIT FROM INFRASTRUCTURE FUNDING:

With the recent passage of a \$1.2 trillion infrastructure bill by Congress, cities, towns, and rural areas across Ohio are poised to reap the benefits.

From roads and bridges to water and wastewater systems, the legislation aims to help states and their communities improve often-overlooked infrastructure needs. Proponents of the legislation say that the funding will not only provide needed investment for modernization, repairs, and rehabilitation but will also make the U.S. more competitive with other nations.

Early estimates for Ohio indicate the legislation will provide billions in funding for the next five years, including:

- \$1.4 billion for clean drinking water, wastewater, and stormwater infrastructure improvements
- \$9.2 billion for roads and highway projects
- \$483 million for bridge replacement and repairs
- \$1.2 billion for public transportation
- \$140 million for electric vehicle charging stations
- \$100 million for broadband access
- \$253 million for airports

2021 State Champions:

On November 19th after a community wide parade for our Waynesville Spartans High School Girls Soccer State Championship, there was a congratulatory ceremony in the High School gym where I was able to present a "Sign" recognizing their achievement.

Truly an honor to recognize and celebrate our first ever team OHSAA State Championship.

OLD BUSINESS

Old SR. 73 and SR. 73 Intersection: Nothing new to report.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES
MEETING HELD DECEMBER 7, 2021**

Old Fire Station 92:

We are waiting on the contractor, KRC Construction to schedule a meeting to give a quote on Replacement of the windows at the station.

Other: None

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2021-64 ACCEPTING THE RESIGNATION OF ALYSSA HALL FROM THE WAYNE TOWNSHIP FIRE DEPARTMENT

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 7th day of December 2021.

RESOLUTION 2021-65 ACCEPTING THE RESIGNATION OF MATHEW FRYE FROM THE WAYNE TOWNSHIP FIRE DEPARTMENT

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 - yea. The resolution was therefore adopted the 7th day of December 2021.

RESOLUTION 2021-66 APPROVE THE ACCEPTANCE AND HIRING OF DARIC A. BROWN TO THE WAYNE TOWNSHIP ROAD DEPARTEMENT AS A FULL TIME SERVICE WORKER I

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. Patrick - yea; Mr. Foley – yea; Mr. Coffman - yea. The resolution was therefore adopted the 7th day of December 2021.

RESOLUTION 2021-67 A RESOLUTION APPROVING AMENDMENTS TO THE WAYNE TOWNSHIP FIRE DEPARTMENT S.O.P. SECTION: COVID HAZARD PAY, JOB DESCRIPTION AND PAY SCHEDULE

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. Coffman – yea; Mr. Foley - yea; Mr. Patrick - yea. The resolution was therefore adopted the 7th day of December 2021. -

Other: Records Retention Meeting

At 7:30 p.m. the regular meeting of the Board was temporally recessed and the Wayne Township Records Commission, Board President, Bradley Coffman and Fiscal Officer, Darrell Coffman held a brief meeting and approved a revised records retention schedule which they had previously reviewed. The meeting was closed at 7:31 and the regular meeting of the Board resumed.

CORRESPONDENCE:

Ohio Dept. of Job and Family Services: Information on how to get online access in the SOURCE, their new reporting system.

Wayne Local Schools: A thank you card from Superintendent, Pat Dubbs thanking the Board for their recognition of Waynesville Spartans High School Girls Soccer State Championship and helping make it such a rememberable night for them.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES
MEETING HELD DECEMBER 7, 2021**

WORK SESSION: None

EXECUTIVE SESSION:

At 7:36 p.m. Mr. Coffman made a motion that the Board go back into executive session to discuss Personnel Matters per ORC, 121.22(G)(1). Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Coffman - yea; Mr. Foley - yea; Mr. Patrick - yea.

At 7:40 p.m. Mr. Coffman made a motion to come out of executive session. 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.

ADJOURNMENT:

Being no further business, Mr. Foley motioned to adjourn at 7:41 p.m. Mr. Patrick seconded the motion which passed with a unanimous vote.

President, Board of Trustees

Fiscal Officer