

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES
MEETING HELD DECEMBER 21, 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: Jeff Patton, Kendra Foley, Loren Foley, Jenna Foley, Sean Foley, Button Woody, Diane Colvin, Gary Breeze, Pat Davidson, Cheryl Davidson, John Kronenberger, William Carter Jr., Barbara Edwards, Connie Scherer, Matt Mumma, David Dowell, Cynthia Coffman, Crystal Coffman and Bethanie McCoy.

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

Mr. Patrick motioned to **approve the minutes** of the December 7th meeting. Mr. Coffman seconded the motion which passed with a unanimous vote.

CITIZEN'S COMMENTS:

Mr. Breeze said the two issues that he had brought up at the last meeting were not on the agenda, but the Old State Route 73 and State Route 73 intersection issue that was brought up by a family is on the agenda with the movement being listed as camera, which he didn't remember being mentioned.

He said since his issues were not on the agenda he had called the Ohio Department of Transportation (ODOT) again, concerning the roadway striping on U.S. Route 42 near the intersection of Township Line Road. He said he had originally been told that a feasibility study would first need to be completed and if it was found that additional striping was needed it probably wouldn't be done until about March 2021. He then said, "Amazingly, the extension of the no-passing line striping has been completed". He said he had received a call from ODOT telling him that the error made with the no-passing line markings should have been corrected a long time ago.

He said the other issue he had mentioned concerning the used car lot near the intersection of State Route 73 and Township Line Road parking cars in the grass had been corrected as they had enlarged the asphalted area of their parking lot.

Ms. Davidson then thanked outgoing trustees Brad Coffman and Pat Foley for their twelve (12) years of service to the community.

She went on to express her outrage concerning a CPR meme that trustee Josh Patrick had posted on Facebook. She said she had run EMS for thirty-one years and found his post to be disgusting and inappropriate.

She then said she appreciated Ms. Colvin being elected as an incoming trustee but didn't like that she had "liked" Mr. Patrick's CPR meme post.

Mr. Patrick said the CPR meme that he had posted was a private comment which was posted to a private Facebook humor group and the number one rule for that group was that you must have a sense of humor. He said he would admit that he may have a darker sense of humor than most, due to the things he had faced over his life and especially the past couple years.

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He went on to say he had posted a public apology to that same group, which was the only place that it was shared, and also deleted the post that some considered offensive.

Mr. Muma, a member of the Wayne Township Fire Department and a citizen of the township, then spoke concerning Mr. Patrick's Facebook post. He said it wasn't the material or subject matter that bothered him but it was fact that it was our elected official that had made the post. He said the trustees set the standard for the department members and employees and they should lead by example.

He went on to say that he felt Mr. Patrick's apology was subpar, as he felt it shifted the blame to the department members, since they were the ones that the post had offended.

Mr. Patton said he and the other fire department members were present to express their thanks to the outgoing trustees.

REPORTS:

ROAD DEPARTMENT:

Department Supervisor, Scott Camery provided the following report:

We had a small **snow event** the evening of December 7th. It was not much but was enough to give all the equipment a "test run", we had a couple minor hiccups but everything was easily fixed.

All **snow removal equipment** is calibrated and ready to go.

I have had both bushwhackers on the **bike trail**, we are making good headway.

I am still working on **2022 road project list**.

The **wind storm damage** has kept us busy with clean up.

Currently I have been catching up on **the project list**.

On behalf of the entire road department, I would like to thank **outgoing trustees** Brad Coffman and Pat Foley for their service to Wayne Township.

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

[Mr. Foley thanked Mr. Camery and his staff for the pleasure of working with them for the past twelve (12) years. He went on to say that the Road Department, as well as the Fire Department, was a big part of what trustees are required to oversee. He told Mr. Camery that he has done an excellent job in providing services to the residents of Wayne Township, in supervising of that department, without any micro management from the Board.

Mr. Coffman agreed with Mr. Foley's comments.

Mr. Camery thanked Mr. Foley and Mr. Coffman for their years of support for him and the department.]

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FIRE DEPARTMENT:

Fire Chief, Paul Scherer provided the following report:

I have submitted the **AFG Grant** application.

We were awarded \$22,320.00 on **The Loeb Grant**. This goes towards the new monitors that are on order. Check has been deposited by the Fiscal Officer.

The department Christmas Dinner went well.

Met with KRC Construction and got a quote on the window replacements at Station #92.

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

[Mr. Foley and Mr. Coffman thanked Chief Scherer and his staff for the pleasure of working with them for the past twelve (12) years. He said, as he had said with the Road Department, the Fire Department is a big part of what trustees are required to oversee. They both thanked Chief Scherer Chief for excellent job he and his staff have done in providing services to the residents of Wayne Township.]

ZONING DEPARTMENT REPORT:

Zoning Inspector, Stacey Lowing provided the following report:

Subject: Mid Monthly Zoning Report

BZA:

Bret Fullenkamp, Wilson Rd., vacant landlocked 44-acre parcel with easement, Variance for road frontage granted on December 16 to allow him to construct a home.

Violation:

I revisited a property on Haines Rd. that I had sent a letter to in November. After the property owner received my letter, they contacted me to state that they were in the process of clearing out several homes after the death of her mother. The clean-up is now nearly complete.

[Mr. Lowing thanked Mr. Coffman and Mr. Foley for giving her the opportunity to serve in her position as Zoning Inspector/Administration Assistant. She said it had been a pleasure working with the both of them.

Mr. Foley and Mr. Coffman thanked Ms. Lowing for her dedicated service as well.]

ADMINISTRATOR'S REPORT

Administrator, Donald Edwards provided the following report:

Warren County COVID:

COVID positive cases **increasing** to **6,200 – 10,600** per day in Ohio in the past two weeks. *[Warren County is averaging about 105 positive cases per day. About 44% increase in the last two weeks] HIGH TRANSMISSION rate.*

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Warren County is 63 out of 88 Counties for current case per 100,000. [671].

Washington Twp. Fire, EMS Contract:

Washington Township to consider a 10% across the board increase in their contract for 2022 for two years to justify full collection of their existing levy. Have their signed copy.

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

11/13 – 735k

11-23 – 820k

11/24 – 821k

12/10 – 836k

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.

Fire Dept. Dinner:

On December 11, 2021, the Fire Department held their Christmas dinner and handed out several awards. – Notable was the 40 years of service of Chief Scherer, 35 + years of service of Jeff Patton, Tom Carter 35 years of service, Melissa Lamb and John Kronenberger, 20 years of service.

Special recognition awards to: Justin Vaughn – FF of the year; Taylor Mills – EMT of the year; Dave Albers – Community Service Award; Tiffany Kronenberger – Officer of the Year.

All the new members were recognized along with the honorary members. It was a great turnout and fantastic meal served by the Waynesville United Methodist Church. Thanks to Chief Scherer for organizing this event.

Employee Time Accrual:

All employees have sent me their request for carryover/payout of accrued comp-time and vacation time. I have recommended the payout by end of the year to minimize our liability going into a new fiscal year.

Merit Pay:

All evaluations were completed, and associated Merit Pay was calculated and given to each employee at the Christmas luncheon on December 17, 2021. All employees were very grateful of the individual merit-based award. Luncheon was very nice and the competition of building gingerbread houses was enjoyed by all.

Trustees Elect:

I have been working with Mr. Jacobs and Ms. Colvin in onboarding them and will assist with the transition and education of their duties as we move into 2022. Look forward to the succession.

Community Service:

I would like to recognize and thank our two Trustees that are leaving office at the end of the year, for the three terms in office they have given us. It has been under their leadership that has allowed all departments to grow their services and make Wayne Township what it is today. The honor of serving your community where you were born and raised is a very rewarding experience. I wish nothing but the best to Pat Foley and Brad Coffman in the future. Bless both of you!

OLD BUSINESS

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Old SR. 73 and SR. 73 Intersection:

Mr. Edwards said ODOT had recently installed a camera, which has since been removed, to what he assumed was to monitor traffic flow at the intersection.

Old Fire Station #92:

Mr. Coffman reported that the seconded quote for replacing the windows in Station #92, which was received from KRC Construction, was quite a bit higher than the \$9,900.00 quote received from Mr. Paul Kaszubowski. Mr. Coffman then made a motion to accept the quote from Mr. Kaszubowski. Mr. Foley seconded the motion which passed with a unanimous vote.

Other:

Mr. Edwards said he had talked to people at the school concerning their **flags** and was told that the person who normally took care of the flags was off on an injury during the time that the flags were to be flown at half-staff and no one had followed up with maintaining them.

NEW BUSINESS:

Questions or Concerns Regarding the Bills: None

Legislation:

RESOLUTION 2021-68 A RESOLUTION APPROVING AMENDMENTS TO THE WAYNE TOWNSHIP FIRE DEPARTMENT S.O.P. SECTION: COVID HAZARD PAY, JOB DESCRIPTION AND PAY SCHEDULE

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 21st day of December 2021.

RESOLUTION 2021-69 A RESOLUTION AUTHORIZING THE HANDLING OF VACATION AND COMPENSATORY TIME FOR EMPLOYEES THAT MAY NOT BE CONSISTENT WITH THE WAYNE TOWNSHIP POLICY AND PROCEDURE MANUAL OR EMPLOYEE CONTRACT

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. Coffman - yea; Mr. Patrick - yea. The resolution was therefore adopted the 21st day of December 2021.

CORRESPONDENCE:

Ohio Dept. of Job and Family Services: Information concerning How-To Videos for Employers/Agents who will be using the new unemployment system "The SOURCE" (State of Ohio Unemployment Resource for Claimants and Employers).

Warren County Health District: Their monthly "News and Information" publication.

Warren County Water & Sewer: A Water softening update.

Clearcreek Township: A Christmas card.

Schueler Group: A Christmas card.

Warren County Court: A Christmas card.

Cleaner with Dean: A Christmas card.

Senator Steve Wilson: A Christmas card.

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LCNB: A Christmas card.

Other:

Mr. Coffman made a motion to allow Mr. Edwards to update the timeline on the wall in the administration building. Mr. Foley seconded the motion which passed with a unanimous vote.

WORK SESSION: None

EXECUTIVE SESSION: None

RECOGNITION OF TRUSTEE PAT FOLEY AND TRUSTEE BRAD COFFMAN:

Mr. Edwards thanked Mr. Foley and Mr. Coffman for the twelve (12) years of dedicated service to the community and wished them the best in future.

He then called Mr. Coffman and Mr. Foley to the front of the podium to present each of them a with plaque in recognition of their years of service.

With a bit of emotion, Mr. Foley and Mr. Coffman thanked their families for their attendance as well as the support given during the years they have served as trustees.

Mr. Foley thanked Mr. Edwards for his many years of service and dedication to the community. He told Ms. Colvin that in his opinion Mr. Edwards was one of the most knowledgeable township administrators in the state of Ohio and she and incoming trustee Andrew Jacobs should fall back on him for guidance and direction.

ADJOURNMENT:

Being no further business, Mr. Coffman motioned to adjourn at 7:39 p.m. Mr. Foley seconded the motion which passed with a unanimous vote.

President, Board of Trustees

Fiscal Officer