

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES  
MEETING HELD JANUARY 18, 2022**

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

**Roll call:** Ms. Colvin – present; Mr. Patrick – present; Mr. Jacobs – present.

**The following staff were present:** Administrator, Donald Edwards; Zoning Inspector, Stacey Lowing; Fire Chief, Paul Scherer and Fiscal Officer, Darrell Coffman.

**The following guests were also present:** Gary Breeze.

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

Mr. Jacobs motioned to **approve the minutes** of the January 4<sup>th</sup> meeting. Ms. Colvin seconded the motion which passed with a unanimous vote.

**CITIZEN’S COMMENTS:**

Mr. Breeze said there was an area on N. Waynesville Road, near the address of 4753, where water does not drain from the roadway. He said with freezing temperatures the area freezes into ice and is hazardous to drive on.

Ms. Colvin said she had contacted Mr. Camery about the situation and he had told her that N. Waynesville Road was a county maintained roadway, which she said she was not aware of. She said Mr. Camery further stated that the county was aware of the situation.

**REPORTS:**

**ROAD DEPARTMENT:**

Department Supervisor, Scott Camery was not present but Mr. Edwards gave the following report:

Bushwhacking along the **bike trail** is still happening. Almost finished.

While the weather is treating us kindly, and I have one of my seasonal help personnel back in town for college break which is making it easier to get some **tree trimming** done.

Cleaned up all roads after tree trimming with the chipper along with **“stick patrol”**.

The **2022 road resurfacing project list** is complete and submitted to the WCEO. Reviewed it with administrator to make sure it is within appropriations.

The **Ford F-550** was sent in for recall repair and is back in service.

**Serviced the squad** for the Fire Department.

Addressed a **drainage issue** at 8481 Cedar Hill Road.

Made a round of **“pot hole patrol”**.

Prepared all trucks for **snow removal event** on Sunday, 1/16/2022.

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

**FIRE DEPARTMENT:**

Fire Chief, Paul Scherer provided the following report:

Working on an application for a **Safer Grant** which is due February 4, 2022, for a total of about 1.4 million to include six (6) full time positions funded for three (3) years.

**Staffing** has been tough due to illness within department and members families.

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Our **Lucas Devices** have been serviced and are good. Ordered a hard case for one device as the cloth case is due to wear.

Started working on **new ambulance specs** & quotes. Availability is getting pushed back in to late 2023 until 2024 by some manufactures. Talk throughout the industry is that it could even go into 2025.

**Seagrave Pumper** update looks to be early summer for delivery.

Have completed Officers Lieutenant **promotional exam** process. (Executive session)

**ZONING DEPARTMENT REPORT:**

Zoning Inspector, Stacey Lowing provided the following report:

Mid- Monthly Zoning Report

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**Magazine**

In February, the process begins for the spring magazine. Advertisements and articles will be due by March 4th.

I have written the article "Message from the Trustees" for each magazine. I am requesting that the Trustees write this article, since the readers would assume that the content is from the Trustees. You could take turns writing it, or all contribute to one article. The subject material for the article is anything that you wish to write about. If anyone feels that they are not a strong writer, I would be glad to review, proofread and edit as needed.

I would like the board to consider allowing us to raise the per price page for each of the community partners (School, library, Waynesville, Corwin) as it is a joint effort to distribute information to the community. The township always bears the additional costs from the magazine that the advertisements do not cover. Raising the price would spread the cost more equitably between everyone. Currently, we charge them \$125 per page; this stands in contrast to advertisements which are \$135 for a quarter page and \$250 for a half.

The left-over costs for the past few magazines are as follows: 2020 Spring, \$207; 2020 Fall, \$1,366; 2021 Spring, \$990; 2021 Fall, \$1,474.

**Text Amendments**

I will provide the Trustees with a proposed schedule for the zoning code text amendments when you are ready to proceed. Please note that amendments must be initiated at the first meeting of any given month in order to meet statutory requirements regarding scheduling a public hearing before the zoning commission.

I will schedule the administrative zoning amendments to commence after the trustees zoning amendments.

**Complaints/violations- Prior year summaries**

To summarize the past three years: 2019 (7); 2020 (10); 2021(13). In 2021, the complaints included several where a building was being built without a permit (which both turned out to be agriculturally exempt) high grass, junk, and a shed that was too close to a property line.

**ADMINISTRATOR'S REPORT**

Administrator, Donald Edwards provided the following report:

**Warren County COVID:**

COVID positive cases **increasing** to **18,000 – 21,500** per day in Ohio in the past two weeks with a backlog of unreported cases just being posted on 1.14.2022 with 41,000 cases per day in Ohio. *[Warren County is averaging about 326 positive cases per day. About 126% increase in the last two weeks] EXTREMELY HIGH TRANSMISSION rate. Warren County is number 8 out of 88 Counties for current case per 100,000. [ 2,123].*

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES

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### **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 22nd.

Meter was read

11/13 – 735k

11-23 – 820k

11/24 – 821k

12/10 – 836k

12/13 – 844k

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. After six weeks of struggling to understand the huge amount of water unaccounted for, the **Problem Has Been Resolved** and we no longer have a bill for \$5,800.00, but have a credit of \$385.06. No leak found, no mechanical issue with the meter. It appears to have been human error in meter readings. I thank the Village for helping resolve this matter.

### **Census:**

The U.S. Census Bureau is now conducting the Boundary and Annexation Survey (BAS). This opportunity to participate in BAS to ensure that the Census Bureau has current and accurate legal boundary, name, and status information for your government. All updates have been completed and sent back to the U.S. Census.

### **Caesar Creek Friends Church:**

Caesar Creek Cemetery Trust Account. Began the year of 2021 with \$129,381.67 balance and ended with \$137,372.24 account balance on 12/31/2021. There was \$2,253.53 in disbursements for Institution Fees.

### **Fiscal Office:**

Completed the installation of dual monitors and a docking station for the UAN system.

### **2021 Township Highway System Mileage Certification:**

Attached is Wayne Township’s ODOT Annual Certification Form and Final Summary Sheet(s).

Two (2) Certification Forms with three (3) Trustee’s signatures and date must be received by WC Engineer’s office by Wednesday, February 23<sup>rd</sup>. [43.474 mile of public roads]

### **ARPA:**

On January 7, 2022, Treasury released their Final Rule on ARPA funding, which significantly broadened eligible uses for Ohio townships.

Revenue Loss

In the most significant change for townships, the Final Rule includes an option for ARPA recipients to elect to either calculate its revenue loss OR adopt a “standard allowance,” which is capped at \$10 million. The Final Rule expressly acknowledges that the Standard Allowance will be most helpful for smaller entities, which would seem to encompass all Ohio townships. So long as the recipient consistently elects to utilize the Standard Allowance, rather than calculating revenue loss, the recipient may use up to \$10 million for the provision of government services.

The term government services retains the same meaning as in the Interim Final Rule and is discussed on page 259. The Final Rule states that, generally, services provided by the recipient are “government services,” unless specifically listed otherwise.

It further defines Government Services as including, but are not limited to, “maintenance or pay-go

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funded building of infrastructure, including roads; modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services.”

If you would like to read the 437 pages of the document please let me know.

The Secretary of the Treasury (Treasury) is adopting as final the interim final rule published on May 17, 2021, with amendments. This rule implements the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund established under the American Rescue Plan Act.

DATES: Effective date: The provisions in this final rule are effective April 1, 2022.

**Low Volume Roads:**

The Warren County Engineer has sent out the proposed new standards for Road Construction pertaining to pavement composition. He is asking for a meeting with jurisdictions to discuss before a public hearing is set in a couple of months. The WCEO has been working on this project for several years. Trustees should have received an email on this.

**DAS:**

Received our certificate the State of Ohio Cooperative Purchasing Program.

**OLD BUSINESS:**

**State Route 73 and Old Route 73:** No update.

**Other:** Mr. Patrick said he would like a discussion concerning the water fountain to be put the February 1<sup>st</sup> meeting agenda.

**NEW BUSINESS:**

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

**Legislation:**

**RESOLUTION 2022-06 AUTHORIZING CONTRACT WITH WARREN COUNTY ENGINEER’S OFFICE FOR PURCHASE OF ROAD SALT**

Mr. Patrick motioned to adopt the resolution. Mr. Jacobs seconded the motion and upon call of the roll thereon the vote resulted as follows: Ms. Colvin – yea; Mr. Jacobs – yea; Mr. Patrick – yea. The resolution was therefore adopted the 18<sup>th</sup> day of January 2022.

**RESOLUTION 2022-07 AUTHORIZING PARTICIPATION AND CONTRACTING WITH THE WARREN COUNTY ENGINEER’S OFFICE FOR WARREN COUNTY 2022 PAVING, STRIPING AND CHIP SEAL PROGRAMS**

Ms. Colvin motioned to adopt the resolution. Mr. Jacobs seconded the motion and upon call of the roll thereon the vote resulted as follows: Mr. Jacobs – yea; Ms. Colvin – yea; Mr. Patrick – yea. The resolution was therefore adopted the 18<sup>th</sup> day of January 2022.

**RESOLUTION 2022-08 AN EMERGENCY RESOLUTION TO ACCEPT THE MATERIAL TERMS OF THE ONE OHIO SUBDIVISION SETTLEMENT PURSUANT TO THE ONE OHIO MEMORANDUM OF UNDERSTANDING AND CONSISTENT WITH THE TERMS OF THE JULY 21, 2021 NATIONAL OPIOID SETTLEMENT AGREEMENT**

Ms. Colvin motioned to adopt the resolution. Mr. Patrick seconded the motion and upon call of the roll

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thereon the vote resulted as follows: Mr. Patrick – yea; Ms. Colvin – yea; Mr. Jacobs – yea. The resolution was therefore adopted the 18<sup>th</sup> day of January 2022.

**CORRESPONDENCE:**

**Warren County Recorder:** Notice of the need to file 2021 zoning resolutions and amendments with the Recorder’s Office.

**Warren County Commissions:** Soliciting photos from communities within the county which they may would put up in the commissioner’s meeting room.

**Other:** None

**WORK SESSION:**

**Transparency:**

There was a discussion concerning video recording of the meetings. The discussion included the type of equipment that would be needed, its estimated cost, as well as the posting of such videos.

The Board talked about possibly posting the meetings on Facebook live and on YouTube. They agreed that their current interest was to video the meeting and post them within a few days, but not post on Facebook live.

The estimated cost of the equipment that would be needed was \$1,100.00 - \$1,200.00. Mr. Patrick said he would check into the possibility of leasing equipment to try out before making a purchase.

Mr. Patrick made a motion to begin video recording of the meetings pending an investment in needed equipment. Mr. Jacobs seconded the motion which passed with a unanimous vote.

**Policies and Procedures/Agenda:**

There was a discussion concerning the current layout of the Board’s meeting agenda. After reviewing the layout of Miami Township’s agenda and a discussion, it was agreed that Mr. Jacobs would spearhead creating several alternative agenda layouts for the Board to consider.

**Facebook Account:**

There was a discussion concerning setting up a Facebook account. During the discussion Ms. Colvin asked if the Board had an understanding regarding the idea of having comments on social media.

Mr. Edwards and Ms. Lowing explained Warren County Assistant Prosecuting Attorney, Adam Nice’s comments on controlling and limiting who can post on social media and allowing only the township to post. The Board agreed that they would like a social media site where things can be posted by the township, with a schedule on when we would make posts. The Board also agreed that they would not allow comments from the public.

The Board said comments should be turned off on the fire departments Facebook page. Chief Scherer said it was already off.

**VT PUD/Zoning Code Amendments:**

There was a discussion concerning the Village Transit - Planned Unit Development Zoning (VT-PUD) and the process of striking it from the zoning code.

After the discussion Mr. Patrick made a motion that a resolution be prepared for the next meeting for the Board to consider striking the VT-PUD Zoning from the zoning code. Ms. Colvin seconded the motion which passed with a unanimous vote.

**Vacations:**

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There was a discussion concerning moving the scheduled June 7<sup>th</sup> Board meeting to the end of May, due to previously scheduled vacations of Ms. Colvin and Mr. Jacobs.

**Utilities:**

**Waterlines:**

There was a discussion concerning the waterlines that service areas of Wayne Township. Chief Scherer said he is opposed to the addition and/or extension of domestic waterlines in Wayne Township.

Mr. Jacobs asked if the county would update the rural waterlines in years to come after they have been installed.

Mr. Edwards said they most likely wouldn't because the cost of updating them would be on the property owners.

**Internet:**

There was a discussion concerning internet service. Ms. Colvin said she was told that other local entities are looking for grants to have internet installed in their area.

Mr. Edwards said Warren County is looking into putting together proposals or getting RFP's for the extension of fiber optics out into the rural areas of the county. He said they plan to use some of their American Rescue Funds for that purpose. He said he thought the Board should wait to see what comes from the county before spending township funds for that purpose.

Chief Scherer asked if Bridgewired Internet should be paying taxes since they are not a public utility.

**EXECUTIVE SESSION:**

At 8:56 p.m. Mr. Patrick made a motion to go into executive session with Chief Scherer and Mr. Edwards to discuss Personnel Matters per ORC, 121.22(G)(1). Ms. Colvin seconded the motion which passed with a unanimous vote.

At 9:25 p.m. Mr. Patrick motioned to come out of executive session and return to regular session. Ms. Colvin seconded the motion which passed with a unanimous vote.

**BACK IN REGULAR SESSION:**

Mr. Patrick motioned to remove Paul Bernard from the Administrative Caption position on the Fire Department. Ms. Colvin seconded the motion which passed with a unanimous vote.

**ADJOURNMENT:**

Being no further business, Mr. Patrick motioned to adjourn at 9:27 p.m. Mr. Jacobs seconded the motion which passed with a unanimous vote.

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President, Board of Trustees

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Fiscal Officer