

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD NOVEMBER 21, 2023**

Ms. Colvin called the meeting to order at 7:00 pm.

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

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

The following guests/residents were present: David Dowell, Scott Fitzsimmons, Matt Mumma, and Cody Smeltzer

Ms. Colvin led all present in the pledge of allegiance to the flag.

Ms. Colvin made a motion to approve the November 7, 2023, minutes and Mr. Patrick seconded the motion. All were in favor.

Mr. Patrick made a motion to approve the November 14, 2023, minutes. Ms. Colvin seconded the motion, and all were in favor.

ADDITIONS, REMOVALS OR DISCLOSURES FROM THE POSTED AGENDA:

Resolution 2023-82, naming an interim chief, was added to the agenda.

CITIZENS' COMMENTS: none

DEPARTMENT REPORTS

ROAD DEPARTMENT:

Scott Camery, Road Superintendent, provided the following report prior to the meeting:

1. I am still looking at M.O.R.E. grant options.
2. "Leaf Patrol" for this year is completed. (possibly one more round if needed)
3. Performed some clean-up at the Mt. Holly Cemetery. Looking to work on New Burlington Cemetery this winter as weather permits.
4. I transferred the Govdeals account over into my name. (I'm the Township Govdeals Guy now) All assets that were deemed un-needed are now currently at auction. I will provide the current bid status on meeting night.
5. We performed some maintenance on Fire Apparatus, 2010 Engine = pump re-packing and cab latch re-alignment/adjustment. 2023 Engine = cab cylinder safety bar adjustment. 1997 Tanker #2 = fabrication/repair of side mounted storage box. (due to rust) Both tankers need this repair we were able to get started and completed on one, will continue with the other as time permits.
6. I am currently working on EER's. I will have them completed before 1 December 2023.
7. Tree trimming is still on the "to do" list. We have made some good progress, but still have a long way to go.

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HELD NOVEMBER 21, 2023**

8. I have contacted Jason Fisher at WCEO regarding calculations for drainage capacities for several culvert structures/pipes. Additionally, I am going to get his input regarding changing/upgrading a catch basin in the Trillium Run subdivision. (as per a resident request)
9. 100% Road Department Equipment is available for use.

Mr. Camery provided updates to his report. Two of the fire department tankers were repaired and repainted. Road measurements from the Warren County Engineer's office were received and he will review them prior to the next meeting. An update on the current bids and the number of people watching the auctions on Gov Deals was provided. Several items had no bids as of the time of the meeting, but there is still time left on all the items for bidding.

FIRE DEPARTMENT:

- The state fire marshal has been informed of the recent changes in the department.
- Medicount information was updated as were the Knox accounts, and Premier and Kettering
- awarded a grant for gloves and hoods in the amount of \$8,250, and are investigating a bureau of workmen's compensation grant.
- The new engine was put in service and made two runs today.

ZONING DEPARTMENT:

Stacey Lowing, Zoning Inspector, provided the following report:

Small Solar Facility regulations

- I have started my review of draft regulations that were prepared for the Ohio Township Association. Currently, we allow small solar systems (ground-mounted arrays) as accessory uses, subject to the zoning code regulations on accessory uses and the standards for solar energy systems. Roof-mounted systems are permitted without a zoning permit. Points to consider will include whether we would want to expand beyond considering solar arrays as an accessory use, new definitions, and possible new standards.

The process for this potential amendment will be the same as other zoning amendments. I will draft language, the zoning commission will meet and at some point, when the language reflects what the commission feels is appropriate, they will initiate the amendments. The amendments would then be submitted to the Regional Planning Commission for a recommendation, set for a public hearing with the zoning commission, and then to the trustees for a public hearing and decision.

As of right now, I do not have a proposed schedule.

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2024 Open Meeting Schedule

- The proposed calendar and resolution are on your agenda. The only meeting that will fall outside of the normal schedule is the Zoning Commission's July meeting, which is scheduled for Monday, July 1 due to the holiday.

ADMINISTRATOR REPORT:

Donald Edwards, Administrator, provided the following report:

Seagrave:

Received our \$10,000 Parts and Service Voucher from Seagrave per our amended contract.

Wright State University:

Wright State University, School of Nursing, Kinesiology and Health Science.

The presentation to the community is scheduled for December 5th at 12:00 noon. Here at the administration building.

Washington Township Fire & EMS contract for 2024:

Negotiated a New two-year contract with Washinton Township with increases which they approved at their meeting on November 13th. Upon our approval it will be in effect for 2024 and 2025.

Coming Up:

- Work on 2024 wage and salary adjustments after this month's CPI (3.2%), for the Board to consider.
- Employee Evaluations to be completed around December 1st.

Misc.:

1. W.C. Consolidated Plan Stakeholder Interview Townships and Municipalities. November 29th
2. OTA Winter Conference registration is open
3. SR-73 Bridge work start date. TBD (Thanks Diane)
4. Scott submittals for the MORE grant from OTARMA

OLD BUSINESS:

- A. Demo of New Website (On Hold)
- B. Other-none

NEW BUSINESS:

- A. **Questions or Concerns Regarding the Bills:** Ms. Colvin asked that they be able to review the monthly credit card statements.

B. Legislation:

RESOLUTION 2023-78 RESOLUTION TO ESTABLISH WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING DATES FOR THE YEAR 2024

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Ms. Colvin 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. Patrick – yea; Mr. Jacobs – yea. The resolution was therefore adopted the 21st of November 2023.

RESOLUTION 2023-79 RESOLUTION APPROVING A CONTRACTUAL AGREEMENT WITH WASHINGTON TOWNSHIP, WARREN COUNTY, FOR FIRE AND EMERGENCY MEDICAL SERVICES TO A PORTION OF THEIR TOWNSHIP

Ms. Colvin motioned to adopt the resolution. Mr. Patrick 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 21st of November 2023.

RESOLUTION 2023-80 (Approved on November 14, 2023)

CORRESPONDENCE: Mr. Coffman shared that he received a letter from Collett’s Propane with safety information, a letter from Valley Asphalt that there is a price increase, and ODJFS about fraudulent claims unemployment claims. The Valley Asphalt increase is 5 to 8 percent per ton.

ELECTED OFFICIAL’S COMMENTS: Ms. Colvin thanked the fire team members for taking care of everything this week. Mr. Patrick seconded that sentiment. Mr. Jacobs also thanked the department.

WORK SESSION: none

EXECUTIVE SESSION:

A motion was made by Mr. Patrick at 7:30 pm and seconded by Mr. Jacobs to enter executive session for the following: Personnel Matters (ORC. 121.22(G)(1):

To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing. Except as otherwise provided by law, no public body shall hold an executive session for the discipline of an elected official for conduct related to the performance of the elected official's official duties or for the elected official's removal from office. If a public body holds an executive session pursuant to division (G)(1) of this section, the motion and vote to hold that executive session shall state which one or more of the approved purposes listed in division (G)(1) of this section are the purposes for which the executive session is to be held, but need not include the name of any person to be considered at the meeting.

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The roll call to enter executive session was as follows: Mr. Patrick– yea; Ms. Colvin – yea; Mr. Jacobs– yea.

A motion was made by Ms. Colvin at 8:05 pm to leave the executive session, and it was seconded by Mr. Patrick. All were in favor. The regular meeting resumed at 8:07 pm, and the following action was taken:

RESOLUTION 2023-82 RESOLUTION APPOINTING AN INTERIM FIRE CHIEF [\[Kyle Lalich\]](#)

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Ms. Colvin motioned to adopt the resolution. Mr. Patrick seconded the motion and upon call of the roll thereon the vote resulted as follows: Ms. Colvin – yea; Mr. Patrick – yea; Mr. Jacobs – yea. The resolution was therefore adopted the 21st of November 2023.

Then, a motion was made by Mr. Patrick at 8:08 pm and seconded by Ms. Colvin to enter executive session for the following: Personnel Matters (ORC. 121.22(G)(1):

To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing. Except as otherwise provided by law, no public body shall hold an executive session for the discipline of an elected official for conduct related to the performance of the elected official's official duties or for the elected official's removal from office. If a public body holds an executive session pursuant to division (G)(1) of this section, the motion and vote to hold that executive session shall state which one or more of the approved purposes listed in division (G)(1) of this section are the purposes for which the executive session is to be held, but need not include the name of any person to be considered at the meeting.

All were in favor of entering the executive session.

A motion was made by Mr. Patrick at 8:55 pm to leave the executive session and seconded by Mr. Jacobs. All were in favor. The regular meeting resumed at 8:58 pm, and the following action was taken:

Ms. Colvin made a motion to engage S3D Public Safety Consultants to help the township find a new fire chief, and to allow Mr. Edwards to negotiate the contract. Mr. Jacobs seconded the motion and all were in favor.

**RESOLUTION 2023-81 RESOLUTION DETERMINING THE ANNUAL PAY ROLL
ADJUSTMENTS AND MERIT PAY BASED ON PERFORMANCE EVALUATIONS OF ALL
EMPLOYEES**

Ms. Colvin 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. Jacobs – yea; Ms. Colvin– yea. The resolution was therefore adopted the 21st of November 2023.

ADJOURNMENT: With no further business, at 9:01pm Ms. Colvin motioned to adjourn. Mr. Patrick seconded the motion, and all were in favor.

President, Board of Trustees

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