

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JANUARY 16, 2024**

Mr. Jacobs 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; Kyle Lalich, Interim Fire Chief; and Darrell Coffman, Fiscal Officer.

The following guests/residents were present: Elaina Muterspaw, Nathan Muterspaw, Shane Hively, Carson Hively, and Scott Fitzsimmons.

Mr. Jacobs led all present in the pledge of allegiance to the flag.

Mr. Jacobs asked for a motion to approve the January 2, 2024, minutes. Ms. Colvin motioned to approve the minutes, and Mr. Jacobs seconded the motion. All were in favor.

ADDITIONS, REMOVALS OR DISCLOSURES FROM THE POSTED AGENDA: none

CITIZENS' COMMENTS: none

DEPARTMENT REPORTS

ROAD DEPARTMENT:

Scott Camery, Road Superintendent, provided the following report:

1. The 2011 Ford Expedition, Bomford Verge mower and the 12' Gledhill Snowplow are all currently at auction on Govdeals. He provided an update on the current bid status of each of these items during the meeting.
2. The new snowplow truck is on the production line and moving along well in the build process. It started on the line in December; however, it was discovered that a component of the hydraulic system was incorrect. Therefore, it was pulled off the line until the correct component was obtained. In the meantime, other vehicles were placed on the line which delayed the truck being placed back into the production line. Currently, I am looking at the end of this month for completion and taking possession. (the price is not affected and remains the same)
3. We have completed repairs/maintenance on Squad 92 i.e., remounting the captain's chair to allow for better patient care, straightening the rear bumper and re-securing the mounts, re-locating the foot operated horn switch at the driver's station. With regards to Brush 91, we replaced and re-wired the trailer plug along with upgrading the male plug on the ATV trailer. Additionally, we added two additional LED light fixtures to aid personnel with scene safety. The A/C system is still on the list to be inspected and diagnosed. (this will be done when warmer weather arrives). We also repaired the fuel level gauge on ATV 91. The F-550 Squad is going to Lebanon Ford on the morning of 16 January 2024.
4. I am planning to attend a "Pavement Preservation" Seminar on 24 January 2024. (weather permitting)

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JANUARY 16, 2024**

5. On 6 January 2024 we had a minor snow event. This event was managed and mitigated without incident. All equipment and personnel operated with optimal efficiency.
6. We completed some ditching on Old Stage Rd. This was for a new driveway culvert installation at a newly sold piece of property.
7. I received a complaint regarding some graffiti on the covered bridge. I forwarded the complaint to the WCEO Bridge Inspector.
8. The pier wall construction project on Lower Springboro Road has begun, I am assisting them with regards to a place to remove/dump “spoil” and vegetation.
9. I enlisted the assistance of the WCEO culvert inspector with regards to sizing requirements and watershed calculations on several road culverts within the township. I am waiting for those results so that I can plan my next steps for replacement/upgrading these structures.
10. Tree trimming is still on the project list. (as weather permits)
11. The new bushwhacker is still on schedule for late March early/mid-April.
12. 100% of all Road Department Equipment is available for use.

FIRE DEPARTMENT:

Kyle Lalich, interim fire chief, provided the following report:

Total Run Volume from December 2023

Fire incidents - 25

EMS incidents - 82

Service calls - 5

Total calls from December 2023 – 112

Total Run Volume from December 2022

Fire incidents - 29

EMS incidents - 74

Service calls - 4

Total calls from December 2022 – 107

Met with HAAS Alert on January 4th.

Engine 404 came equipped with this system and 3 years of service without any additional cost. The cost of the system is \$289 per truck per year if equipped with a cradle point or \$499 per vehicle per year without a cradle point. We will use the system with Engine 404 and evaluate the effectiveness of the HAAS alert system before making any recommendations for purchase.

Power Cot and Power Load system have been ordered.

MSA 4-gas Monitors have been ordered.

6 interviews are scheduled for Firefighter and EMS positions.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JANUARY 16, 2024**

ZONING DEPARTMENT:

Stacey Lowing, Zoning Inspector, provided the following report:

Small Solar Facility regulations

- I spoke with Derek Faulkner at the Prosecutor's Office, and he says there is no problem with only allowing solar facilities as accessory uses (if they are not public utilities). If someone were to propose a solar facility that was not an accessory use, the Prosecutor's office would be involved to help determine whether it was a public utility. He reiterated that currently it is the courts vs. the general assembly and the law is in flux.

Warren County Safety Council

- I attended the monthly meeting on January 12- active shooter. The Sheriff's Department offers on-site training sessions if you would be interested.

BZA

- The hearing scheduled for Linda Hice/Ohio Green Works has been rescheduled from January 18 to March 21. New information from ODOT regarding driveways has created the need for a different layout for the site.

Personnel Policies and Procedures Manual

- A resolution is on your agenda tonight to modify the daily reimbursement rate for meals due to higher costs.

ADMINISTRATOR REPORT:

Donald Edwards, Administrator, provided the following report:

Fire Chief Open Position:

Update: Assessment Center will be complete on Saturday 1/13/2024. Results within a week along with recommendations for top candidates to interview.

FD Applications:

We are scheduled to interview applications for part-paid and part-time members on Tuesday January 16th.

Road Closure:

January 8th , Lower Springboro Road. WCEO Pier project.

Admin. Building:

Two of the four HVAC units are in need of replacement. They are the most heavily used units and have both been repaired several times and are recommended for replacement. We have an action item in legislation to remedy this issue.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JANUARY 16, 2024**

Census Bureau:

Filed this year's (BAS) survey along with updates to our jurisdiction.

BAS is a voluntary survey that is strongly encouraged to participate in BAS for the following reasons:

- The Census Bureau uses this boundary information for data collection, tabulation, and dissemination for the decennial census, American Community Survey (ACS), Population Estimates Program (PEP), and many other censuses and surveys.

- The federal government allocates more than \$2.8 trillion in federal funds annually for health, welfare, infrastructure, education, and other federal programs and services. Correct boundaries ensure governments receive funds appropriately and have the best data available for their decision-making processes.

BWC:

Submit a Summary of Work - Related Injuries and Illnesses Form (PERRP 300AP) annually between Jan. 1 – Feb. 1.

Economic Site Search:

I have attached a copy of the 2023 Site Search update that comes from Ohio Means Jobs and REDI for your information. It gives you an idea of the types and amount of commercial and industrial searched projects that pass through Southwest Ohio on an annualized basis.

Coming Up:

Misc.:

1. MORE grants have been submitted. [Payment status]
2. New BWC grant has been approved. [Payment status]
3. Administration Building flag poles.

OLD BUSINESS:

- A. Website-
- B. Other

NEW BUSINESS:

- A. Questions or Concerns Regarding the Bills: NONE

- B. Legislation:

RESOLUTION 2024-08 RESOLUTION AMENDING THE PERSONNEL POLICIES AND PROCEDURES MANUAL, TRAVEL EXPENSES

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. Jacobs – yea; Mr. Patrick – yea. The resolution was therefore adopted the 16th of January 2024.

RESOLUTION 2024-09 REPLACEMENT OF TWO HVAC SYSTEMS IN THE ADMINISTRATION

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JANUARY 16, 2024**

BUILDING: PROJECT AWARDED TO RAFFOUL HEATING & AIR, LLC
A RESOLUTION AUTHORIZING EXPENDITURES FROM THE AMERICAN RESCUE PLAN ACT FUNDS USING “THE STANDARD ALLOWANCE” AND ITS PRESUMPTION OF REVENUE LOSS DUE TO THE PUBLIC HEALTH EMERGENCY

Mr. Patrick motioned to adopt the resolution. Mr. Jacobs 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 16th of January 2024.

RESOLUTION 2024-10 APPROVE ENTERING INTO A CONTINUING EDUCATIONAL CONTRACT WITH LT. DAVID DOWELL FOR A LEVEL 2 FIRE FIGHTING CLASS THROUGH THE WARREN COUNTY CAREER CENTER

Mr. Jacobs 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 16th of January 2024.

RESOLUTION 2024-11 APPROVE THE PAY INCREASE OF TANNER J. PATTERSON AS A WAYNE TOWNSHIP FIRE DEPARTMENT FULLTIME FIREFIGHTER EMT INTERMEDIATE

Mr. Patrick motioned to adopt the resolution. Mr. Jacobs 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 16th of January 2024.

C. Other:

CORRESPONDENCE:

Mr. Coffman’s correspondence included the Warren County Health District quarterly report, as well as their newsletter. He also received a price notice from Koenig.

ELECTED OFFICIAL’S COMMENTS: Mr. Jacobs thanked those in attendance.

WORK SESSION: none

EXECUTIVE SESSION: none

ADJOURNMENT: With no further business, at 7:31 pm Mr. Jacobs motioned to adjourn. Ms. Colvin seconded the motion, and all were in favor.