

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
HELD MARCH 5, 2024**

Mr. Jacobs called the meeting to order at 7:00 pm.

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

The following staff were present: Donald Edwards, Administrator; Scott Camery, Roads Supervisor; Stacey Lowing, Zoning Inspector; Jason Beckett, Fire Chief; and Darrell Coffman, Fiscal Officer.

The following guests/residents were present: Matt Mumma, Cody Smeltzer, David Dowell, K. Pelton, Chris Colvin, Brighton Smith, Scott Fitzsimmons, and Sam Fitzsimmons.

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

Mr. Jacobs asked for a motion to approve the February 20, 2024, minutes. Mr. Patrick motioned to approve the minutes, and Ms. Colvin seconded the motion. All were in favor.

**ADDITIONS, REMOVALS OR DISCLOSURES FROM THE POSTED AGENDA:**

Added Resolutions 2024-28, 2024-29, 2024-30, and 2024-31 to the agenda, with the possibility that there will be Resolution 2024-32 as well.

**CITIZENS' COMMENTS:** Mr. Brighton Smith, running for Warren County Clerk of Courts, spoke about the role of this office.

Chris Colvin provided an update on the Convention of States.

**DEPARTMENT REPORTS**

**ROAD DEPARTMENT:**

Scott Camery, Road Superintendent, provided the following report:

- Road resurfacing list will be presented at the next meeting.
- They have been preparing for spring, getting mowers and other equipment ready.
- The department has been busy cleaning up items that have been dumped.

**FIRE DEPARTMENT:**

Jason Beckett, Fire Chief, provided the following report:

EMS runs for February	45
Fire runs for February	38
Public Service Calls	1
Total Runs for February	84

Total EMS Runs for 2024	<b>113</b>
Total Fire Runs for 2024	<b>61</b>
Total Public Service Calls	<b>2</b>

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Total Runs for 2024                    *176*

1. Held First Officers meeting and Department meeting on Monday. Set out expectations for members.
2. 2 new members Richard Scott and Tanner Schinkle. Richard Scott is fire certified. Tanner is not, intent is to have him attend the next level 1 or EMT class. By bringing him on prior to certifications, it allows him to get a feel for the department and the expectations of the job and for us to get to know them.
3. Front Door Repair- Getting another quote including a steel frame.
4. I will be in Columbus tomorrow morning, March 6<sup>th</sup> for the Ohio Fire Chiefs Winter Symposium
5. Topics are Workforce Development & Sustainment Discussion, Marijuana and CBD in the Workplace Panel as well as a State EMS update.
6. Met with Assistant Chief Steve Cox about locution on Friday. Not a financially viable option at this point for Wayne Township Fire Department.
7. Grant was obtained for communications equipment.

**ZONING DEPARTMENT:**

Stacey Lowing, Zoning Inspector, provided the following report:

**PERMIT ACTIVITY AND FEE ACTIVITY:**

- **Single-family residence** \$225  
6303 N. Clarksville Rd., Jon Snyder for Joe Lamb
- **Accessory building** \$100  
5337 Lytle Rd, Jodee Ball  
9739 Bellbrook Rd., Daniel Gingerich for Vivian Young  
9451 Sandy Run Dr., David Haworth
- **Deck** \$50  
5386 Thomas Dr., Lonnie Carpenter for John Grubmuller

5 permits/fees collected for a total of \$575.00 All funds have been deposited.

**MAGAZINE**

- Magazine is on schedule for early April mailing.

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**ADMINISTRATOR REPORT:**

Donald Edwards, Administrator, provided the following report:

**Fire Chief Position:**

The first week's transition and onboarding has gone well and without incident I'm sure we will all grow with each other as we learn and grow together. Thank you for a good first week, Chief. Thanks go out to all members helping with this transition.

**Loeb Trust:**

There has been a legal challenge to the Loeb Trust. The WC Prosecutor's office is representing us and our interest. We need to approve of our stance. (see in Legislation).

**Road Closure:**

February 26<sup>th</sup> The S.R. 73 bridge construction has begun.

**CAD Incident Messaging:**

The Warren County Commissioners approved a Resolution to a Policy Statement that limits CAD Incident Messaging to First Responders and Law Enforcement. It identifies Information Access and Protection along with users keeping an updated roster of individuals to whom the authorized jurisdiction has granted access to incident data feeds.

**Road Department**

They have been working on the 2000 International 4900 dump truck, removing our equipment, and preparing for its return to Warren County. We received 8 years of service and extended the life of this dump truck by 21,000 miles. We are very grateful for the working relationship we have with the Warren County Engineer's Office and the Warren County Commissioners.

**OIS:**

May 1<sup>st</sup> Healthcare renewal coming up.

I need all employees covered under the township's plan to fill out their *Formfire* online.

**Warren County Convention and Visitors Bureau's annual update and awards:**

Some astonishing numbers of visitors and projects, from Fort Ancient becoming a World Heritage Site, Warren County Sports Plex, The Cincinnati Open and announcements of The Best of Warren County Awards voting results for this year.

**Local Winners:**

**Coffee Hub:** Best Caffeine Kick

**B&B Carryout:** Best Carry-Out

**Caesar Creek State Park:** Best Park

**Ohio Sauerkraut Festival:** Best Festival

**Buckeye Charm:** Best Local Boutique

Stone House Tavern

Village Family Restaurant

Hubbard's Cupboard

Downtown Waynesville

Lemonwood Soap Co.

Waynesville Antique Mall

Museum at the Friends Home

The Little Miami Scenic Trail

Christmas in the Village

**2<sup>nd</sup> and 3<sup>rd</sup> Place:**

Waynesville Fall Fest

Roscoe's Pizza

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**2023 Financial Chart: (in packet)**

Misc.:

1. Administration Building flag poles. [on hold until spring inspection]
2. Major Arrasmith on April 2nd agenda.

**OLD BUSINESS:**

- A. Website: Mr. Patrick stated that he would have an update at the next meeting
- B. Other:

**NEW BUSINESS:**

- A. Questions or Concerns Regarding the Bills: NONE.
  
- B. Legislation:

**RESOLUTION 2024-24 A RESOLUTION AUTHORIZING AN ANNUAL CONTRIBUTION TO THE GREATER WARREN COUNTY DRUG TASK FORCE FOR THE YEAR 2024**

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. Patrick – yea; Ms. Colvin – yea; Mr. Jacobs – yea. The resolution was therefore adopted the 5th of March 2024.

**RESOLUTION 2024-25 AUTHORIZING PARTICIPATION AND CONTRACTING WITH WARREN COUNTY ENGINEER’S OFFICE FOR WARREN COUNTY 2024 PAVING, STRIPING AND CHIP SEAL PROGRAMS**

Mr. Patrick motioned to adopt the resolution. Ms. Colvin 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 5th of March 2024.

**RESOLUTION 2024-26 AUTHORIZING THE BOARD OF TRUSTEES TO TRANSFER EXCESS TOWNSHIP PROPERTY, 4900 INTERNATIONAL DUMP TRUCK, TO ANOTHER GOVERNMENTAL AGENCY**

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; Mr. Patrick – yea; Ms. Colvin – yea. The resolution was therefore adopted the 5th of March 2024.

**RESOLUTION 2024-27 RESOLUTION AUTHORIZING THE WARREN COUNTY PROSECUTORS’ OFFICE TO ENTER A NOTICE OF APPEARANCE AND FILE A RESPONSIVE PLEADING ON THE TOWNSHIP’S BEHALF IN RESPONSE TO A LAWSUIT FILED BY THE TRUSTEES OF THE LOEB TRUST**

Mr. Jacobs 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 5th of March 2024.

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**RESOLUTION 2024-28** A RESOLUTION APPROVING THE COUNTYWIDE 9-1-1 FINAL PLAN

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. Jacobs – yea; Mr. Patrick – yea; Ms. Colvin – yea. The resolution was therefore adopted the 5th of March 2024.

**RESOLUTION 2024-29** APPROVE THE ACCEPTANCE AND HIRING OF TANNER D. SHINKLE TO THE WAYNE TOWNSHIP FIRE DEPARTMENT AS A VOLUNTEER FIREFIGHTER / EMT IN TRAINING

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. Patrick – yea; Mr. Jacobs – yea; Ms. Colvin – yea. The resolution was therefore adopted the 5th of March 2024.

**RESOLUTION 2024-30** APPROVE THE ACCEPTANCE AND HIRING OF RICHARD A. SCOTT TO THE WAYNE TOWNSHIP FIRE DEPARTMENT AS A VOLUNTEER FIREFIGHTER II

Mr. Jacobs motioned to adopt the resolution. Ms. Colvin 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 5th of March 2024.

**RESOLUTION 2024-31** APPROVE THE ACCEPTANCE OF MEMORIAL DONATIONS ON BEHALF OF THE WAYNE TOWNSHIP FIRE DEPARTMENT

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. Jacobs – yea; Ms. Colvin – yea; Mr. Patrick – yea. The resolution was therefore adopted the 5th of March 2024.

C. Other:

**CORRESPONDENCE:** Mr. Edwards stated that he had a letter from the State Fire Marshall, and a 9-1-1 Plan letter.

**ELECTED OFFICIAL’S COMMENTS:** Mr. Jacobs provided information about the Warren County Public Health District meeting that he attended, including upcoming events and available programs.

**WORK SESSION:** none

**EXECUTIVE SESSION:**

A motion was made by Mr. Patrick at 7:40 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

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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.

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

At 8:32 pm a motion was made and seconded to leave the executive session. All were in favor. The regular meeting resumed at 8:34 pm, and the following action was taken:

**RESOLUTION 2024-32 APPROVING OF THE PROMOTION OR APPOINTMENT OF OFFICERS  
WITHIN THE WAYNE TOWNSHIP FIRE DEPARTMENT**

Mr. Patrick motioned to adopt the resolution. Mr. Jacobs seconded the motion and all were in favor. The resolution was therefore adopted the 5th of March 2024.

**ADJOURNMENT:** With no further business, at 8:36 pm Mr. Jacobs motioned to adjourn. Mr. Patrick seconded the motion, and all were in favor.

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President, Board of Trustees