

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING SEPTEMBER 2ND, 2025

CALL TO ORDER

Board of Trustees President Brad Coffman called a regular meeting of the Wayne Township Board of Trustees to order, followed by the Pledge of Allegiance. Elected officials present included: Trustee and Board President Brad Coffman; Trustee Diane Colvin; Trustee Andrew Jacobs; Fiscal Officer Scott Fitzsimmons. Township Staff present included: Administrator Donald Edwards; Fire Chief Jason Beckett; Road Superintendent Scott Camery; and Zoning Officer Stacey Lowing.

Guests and residents

Dave Albers, Matt Mumma, Sam Fitzsimmons, and Steve Jones

Approval of Minutes

Ms. Colvin moved and was seconded by Mr. Coffman to approve the August 19th, 2025, regular session meeting minutes. A voice vote was conducted with the following results: 3 yea/0 nay/0 abstain.

Additions, Removals, or Disclosures from the Posted Agenda

The Township Administrator reported the following resolutions were added:

- Resolution 2025-61: Authorizing the transfer of township banking business from LCNB to Peoples Bank.
- Resolution 2025-62: Establishing a Fire Cadet Program in the Township.
- Resolution 2025-63: Accepting amounts of grants as determined by the Budget Commission and authorizing the necessary tax credits, certifying them with the County Auditor.
- Resolution 2025-64: Accepting the resignation of Elaina Benton, EMT.
- Resolution 2025-65: Accepting the resignation of Brandon Richardson, Firefighter/EMT

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Citizens' Comments

Steve Jones made the following comments:

Mr. Steve Jones, a resident of Carter Drive, addressed the Board to share concerns regarding traffic safety and stormwater drainage in his neighborhood. He reported ongoing problems with excessive speeding, particularly by younger drivers, with vehicles often traveling 50 to 60 miles per hour. These incidents have resulted in damage to yards and mailboxes, and he expressed concern that it is only a matter of time before someone is seriously injured.

Mr. Jones also spoke at length about stormwater issues connected to the Hidden Trails development and other nearby construction. He explained that changes to retention pond plans have diverted water onto existing residential properties, causing flooding, erosion, and prolonged yard saturation. He noted that these issues have already resulted in significant personal expense for drainage improvements and expressed frustration that residents are left to manage the consequences without adequate support from developers or the county.

He further stated that the drainage problems are reducing property values and quality of life in the area, and he questioned whether future development would only make the situation worse. Mr. Jones indicated that many residents feel their concerns have not been taken seriously at county meetings and that subdivision standards are not being enforced.

The Trustees acknowledged Mr. Jones' frustration and confirmed they are concerned with the drainage and traffic issues in the Carter Drive area. They discussed the possibility of additional signage to help with speeding, expressed interest in observing flooding during heavy rainfall, and indicated their willingness to continue reviewing the matter and exploring potential solutions. Trustee Jacobs expressed an interest in donating money towards an additional sign and its installation.

Department Reports

Road Department:

Report from Scott Camery, Road Superintendent

1. Vegetation Management

- The fourth round of mowing is in progress.
- Bushwhacking is continuing and nearing completion.
- The second round of spraying has been completed.

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2. Drainage and Ditching

- Ditching work has been completed, pending any additional complaints.
- Pipe installation remains on hold while awaiting parts.

3. Communications

- The fall magazine article has been completed and submitted.

4. Infrastructure Projects

- All valve stacks and manholes on Corwin Avenue have been raised and set to grade, completing the OPWC project. The invoice has been received and is under review for accuracy.
- Several asphalt patch projects remain to be completed.
- A few hand chip seal locations remain to be addressed.
- Two guardrail replacement projects are scheduled for completion before winter.

5. Requests and Upcoming Work

- A request has been received to remove a fence line and scrub/honeysuckle. This project is planned for the fall.

6. Equipment Status

- All Road Department equipment is fully operational and available for use.

Discussion:

Road Superintendent Scott Camery addressed the Board regarding concerns about speeding on Carter Drive. He explained that the current speed limit signage complies with the Ohio Manual of Uniform Traffic Control Devices (OMUTCD) for a low-volume, dead-end subdivision road. Speed limit signs are considered regulatory signs, which carry fines and penalties for violations.

Mr. Camery noted that any additional regulatory signage would require Board action by resolution and, in most cases, a traffic study costing between \$3,000 and \$5,000. While this requirement might be avoidable since Carter Drive is already an established speed zone, he cautioned that OMUTCD standards advise against excessive use of signs, as they tend to lose effectiveness.

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He stated that the subdivision currently has the legally required signage at its entrance, marked as "Residential – 25 mph unless otherwise posted." In his professional opinion, installing additional speed limit signs would not significantly change driver behavior. He emphasized that honest drivers pay attention to signs, while habitual violators typically do not.

Mr. Camery recommended that residents work with the Warren County Sheriff's Office to request additional patrols, especially if known violators can be identified. He added that while the Board could approve an additional sign by resolution, placement would need to follow required measurements and standards. Warning signs, by contrast, could be placed at his discretion.

Fire Department:

Presented by Jason Beckett, Fire Chief

Calls for Service	Monthly	Year-to-Date
EMS Runs	81	581
Fire Runs	25	310
Totals	106	891

1. Community Engagement

- Quaker Heights hosted its Annual Royal Court of Quaker Heights beauty pageant on August 28. Township Administrator Gus Edwards, Village of Waynesville Mayor Isaacs, Chief Copeland, and Chief Beckett served as the "celebrity" judges for the event. Fourteen residents participated in the competition for King and Queen.
- After thoughtful deliberation, the judges awarded the title of King to Mr. Alvin Meyer and the title of Queen to Ms. Shirley Samples. The event was well attended and highlighted the strong sense of community at Quaker Heights.

2. Training Recognition

The Township was presented with a plaque from Lexipol in recognition of its successful completion and continued achievement in online training. This award reflects the department's commitment to professional development and maintaining high training standards.

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3. Public Relations and Event Support

The department participated in a full public relations weekend, providing support at both the home football game and the Red Stewart Airfield event.

- Special recognition was given to volunteer members Scott Fitzsimmons and Jeff Patton for their coverage of the football game, and to
- Josh Carter and Tanner Shinkle for assisting with the airshow. On-duty crews Sophie Nelson, Hannah Wolfenbarger, Alex Becker, and Tyler White also provided essential support to ensure both events were covered smoothly and effectively.

4. Fire Department Marketing Project

Chief Beckett reported that he will meet Friday with students from the Modern College of Design regarding a class project to assist the department with social media and website marketing. The project comes at no cost to the Township. Chief Beckett will confirm details on long-term website sustainability and provide an update at the next meeting.

5. Personnel

The Board received notice of the resignations of Brandon Richardson and Elaina Benton. The department expressed appreciation for their service and contributions.

Zoning Officer's Report

Presented by Stacey Lowing, Zoning Officer

1. Permit and Fee Activity

- **Commercial Construction: \$250**

4491 E. St. Rt. 73 (Girl Scouts)

- **Accessory Buildings: \$100 each**

○ 8389 Bellbrook Rd.

○ 8078 Lytle Trails Rd.

- **Accessory Buildings: \$25 each**

○ 8412 Stockholm Ct.

○ 6413 Trillium Dr.

- **Addition: \$100**

8936 Old Stage Rd.

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- Deck: \$50
6048 Oregonia Rd.
- Variance Application: \$500
3090 Lytle Rd.

A total of three permits were issued, with fees collected amounting to \$1,150.00. All funds have been deposited.

2. Board of Zoning Appeals (BZA)

- August 21, 2025: Variance hearing for 8412 Stockholm Ct. — approved.
- September 18, 2025: Variance hearing scheduled for 3090 Lytle Rd.
- Reappointment of Nick Driscoll to a five-year term is included by resolution on the agenda.

3. Township Magazine

Draft of the next edition is expected to be completed this week.

4. Recycle Rally Reconciliation

Tire collection cost: \$8,899.50

Contributions received:

- Village of Corwin: \$500.00
- Tire contributions: \$1,533.00
- Remaining balance: \$6,866.50

Administrator's Report

Presented by Gus Edwards, Township Administrator

1. ODOT Project Update

- Project 250136 at WAR-42-20.23 will involve a flagging operation at North Street and Corwin Avenue at State Route 42.
- Work is scheduled to begin on September 2, 2025, to install strain pole foundations.
- The project has not yet moved into Phase 1 construction, but contractors will be present in the area.

2. Recycle Rally

- See Zoning Report for details.

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3. OPWC Project

- All work associated with the OPWC project has been completed.
- The next step is quantifying amounts and finalizing invoices to OPWC, the Village of Waynesville, the Village of Corwin, and the Warren County Engineer's Office.

4. Street Lighting Districts

- Rates and amounts have been submitted to the Warren County Auditor's Office for assessment on the property tax duplicates.

5. Warren County Budget Committee

- A meeting of the WCBC was held on August 27, 2025.
- Final approval of budgets and rates of taxation will not occur until October.
- Each jurisdiction has been asked to submit a one-page narrative for any property tax fund with a carryover exceeding 100% of the prior year's expenses. The narrative should explain how the additional carryover is anticipated to be used.
- This mirrors a proposal currently under discussion in the State Legislature, which would require all taxing jurisdictions in Ohio to provide similar documentation or have county budget commissions enforce the requirement.

6. Washington Township Fire & EMS Contract

- A review was completed of the most recent two-year contract with Washington Township, considering run volume, revenue collected, and the tax base of their district. Approximately 35% of the district's appraised value falls within Wayne Township's coverage area.
- Based on this review, track changes were made to the contract to include quarterly base increases and higher rates for all run types, while maintaining the existing hourly inspection rate.
- The proposed changes would raise annual invoicing from approximately \$30,000 to \$35,000.
- The Washington Township Board of Trustees was receptive and signed the revised contract, subject to approval by the Wayne Township Board.

7. Miscellaneous

- The Fire Chief and Township Administrator Edwards were invited to serve as judges for the 2025 King and Queen Residents of Ohio Living Quaker Heights event.
- The event was well received and provided an enjoyable experience for residents, families, and staff.

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Fiscal Officer's Report

Presented by Scott Fitzsimmons, Fiscal Officer

1. Tax Rates and Budget Compliance

- Approval of 2026 tax rates and amounts is on the agenda this evening, per the recommendation of Matt Nolan.
- Some funds may exceed 100% of anticipated expenditures; the Warren County Budget Commission requires jurisdictions to explain how excess carryover will be used.
- The Commission is requesting more precise explanations of planned expenditures (e.g., details of road projects rather than general statements).
- While the Township has not yet been contacted about specific funds, that communication is expected.
- The appropriations process may need to begin earlier next year to align with these requirements.

2. Banking Transition

- The Township will be transitioning from LCNB to Peoples Bank once the resolution is adopted.
- Peoples Bank has confirmed the availability of a local deposit box with no fees.

OLD BUSINESS

1. Property Sale and Broker Coordination

No Updates

2. Fire Cadet Program

Sam Fitzsimmons reported that the bylaws for the Fire Cadet Program are nearly finalized and uniforms will be ordered. The Firefighters Association generously donated \$1,000 to purchase t-shirts, polo shirts, and job shirts. The program remains on track for its planned launch in October.

3. SAFER Grant

No Updates

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NEW BUSINESS

Paying of the Bills:

Mr. Jacobs made a motion to approve bills as presented for payment, which was seconded by Ms. Colvin. A roll-call vote was taken, and the results are as follows: Mr. Coffman – Yea, Ms. Colvin – yea, Mr. Jacobs – yea.

Resolutions

A. RESOLUTION 2025-56 RESOLUTION REAPPOINTING NICK DRISCOLL TO THE WAYNE TOWNSHIP BOARD OF ZONING APPEALS

Motion

Mr. Jacobs motioned to adopt the resolution. Ms. Colvin seconded the motion, and a roll call vote was conducted: Mr. Coffman – yea; Ms. Colvin – yea, Mr. Jacobs – yea. The resolution was adopted.

B. RESOLUTION 2025-57 INDEFINITELY PROHIBITING ADULT USE CANNABIS OPERATORS LICENSED UNDER CHAPTER 3780 OF THE OHIO REVISED CODE IN THE UNINCORPORATED TERRITORY OF WAYNE TOWNSHIP, WARREN COUNTY, OHIO, AND DIRECTING THE FISCAL OFFICER TO SEND A CERTIFIED COPY OF THIS RESOLUTION TO THE OHIO DEPARTMENT OF COMMERCE'S DIVISION OF CANNABIS CONTROL AND THE WARREN COUNTY BUILDING AND ZONING DEPARTMENT; AND INITIATING A ZONING TEXT AMENDMENT TO THE WAYNE TOWNSHIP ZONING RESOLUTION TO PROHIBIT ADULT USE CULTIVATORS, ADULT PROCESSORS, OR ADULT USE DISPENSARIES LICENSED UNDER CHAPTER 3780 OF THE OHIO REVISED CODE IN WAYNE TOWNSHIP, WARREN COUNTY, OHIO

Motion:

Ms. Colvin motioned to adopt the resolution. Mr. Jacobs seconded the motion, and a roll call vote was conducted: Mr. Coffman – yea; Ms. Colvin – yea, Mr. Jacobs – yea. The resolution was adopted.

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C. RESOLUTION 2025-58 A RESOLUTION INITIATING AMEDMENTS TO THE WAYNE TOWNSHIP ZONING CODE AS REFLECTED IN ATTACHMENTS

Motion:

Mr. Coffman motioned to adopt the resolution. Ms. Colvin seconded the motion, and a roll call vote was conducted: Mr. Coffman – yea; Ms. Colvin – yea, Mr. Jacobs – yea. The resolution was adopted.

D. RESOLUTION 2025-59 APPROVING THE TERMINATION OF CERTAIN MEMBERS FROM THE WAYNE TOWNSHIP FIRE DEPARTMENT THAT NO LONGER MEET OUR ACTIVITY OR PERFORMANCE STANDARDS

Motion:

Mr. Coffman motioned to adopt the resolution. Ms. Colvin seconded the motion, and a roll call vote was conducted: Mr. Coffman – yea; Ms. Colvin – yea, Mr. Jacobs – yea. The resolution was adopted.

E. RESOLUTION 2025-60 A RESOLUTION APPROVING A CONTRACUAL AGREEMENT WITH WASHINGTON TOWNSHIP, WARREN COUNTY, FOR FIRE AND EMERGENCY MEDICAL SERVICES TO A PORTION OF THEIR TOWNSHIP

Motion:

Mr. Jacobs motioned to adopt the resolution. Mr. Coffman seconded the motion, and a roll call vote was conducted: Mr. Coffman – yea; Ms. Colvin – yea, Mr. Jacobs – yea. The resolution was adopted.

F. RESOLUTION 2025-61 A RESOLUTION AUTHORIZING THE TRANSFER OF TOWNSHIP BANKING BUSINESS FROM LEBANON CITIZENS NATIONAL BANK (LCNB) TO PEOPLES BANK

Motion:

Mr. Coffman motioned to adopt the resolution. Mr. Jacobs seconded the motion, and a roll call vote was conducted: Mr. Coffman – yea; Ms. Colvin – yea, Mr. Jacobs – yea. The resolution was adopted.

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G. RESOLUTION 2025-62 A RESOLUTION TO ESTABLISH A FIRE CADET PROGRAM FOR WAYNE TOWNSHIP

Motion:

Mr. Coffman motioned to adopt the resolution. Ms. Colvin seconded the motion, and a roll call vote was conducted: Mr. Coffman – yea; Ms. Colvin – yea, Mr. Jacobs – yea. The resolution was adopted.

H. RESOLUTION 2025-63 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Motion:

Ms. Colvin motioned to adopt the resolution. Mr. Coffman seconded the motion, and a roll call vote was conducted: Mr. Coffman – yea; Ms. Colvin – yea, Mr. Jacobs – yea. The resolution was adopted.

I. RESOLUTION 2025-64 ACCEPTING THE RESIGNATION OF ELAINA BENTON AN EMT FROM THE WAYNE TOWNSHIP FIRE DEPARTMENT

Motion:

Mr. Jacobs motioned to adopt the resolution. Mr. Coffman seconded the motion, and a roll call vote was conducted: Mr. Coffman – yea; Ms. Colvin – yea, Mr. Jacobs – yea. The resolution was adopted.

J. RESOLUTION 2025-65 ACCEPTING THE RESIGNATION OF BRANDON RICHARDSON A FIRE FIGHTER / EMT FROM THE WAYNE TOWNSHIP FIRE DEPARTMENT

Motion:

Mr. Jacobs motioned to adopt the resolution. Ms. Colvin seconded the motion, and a roll call vote was conducted: Mr. Coffman – yea; Ms. Colvin – yea, Mr. Jacobs – yea. The resolution was adopted.

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Correspondence

NONE

Elected Officials' Comments

- **Trustee Colvin** expressed appreciation to Steve Jones for attending and sharing the concerns from Carter Drive.
- **Trustee Jacobs** thanked Road Superintendent Scott Camery for looking into the matter on Carter Drive.

ADJOURNMENT

Mr. Coffman motioned to adjourn. **Ms. Colvin** seconded the motion, and a voice vote was taken 3 yea / 0 nay / 0 abstain. The Wayne Township Board of Trustees adjourned its meeting 8:06 p.m.



Brad Coffman – President, Board of Trustees



Scott Fitzsimmons – Fiscal Officer