

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING

AUGUST 19th, 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. Those present included Trustee and Board President Brad Coffman; Trustee Diane Colvin; Trustee Andrew Jacobs; Fiscal Officer Scott Fitzsimmons, Township Administrator Donald Edwards; Road Superintendent Scott Camery; Assistant Fire Chief Kyle Lalich and Zoning Officer Stacey Lowing.

Guests and residents

Sheriff Riley, Major Arrasmith, Jeff Patton, Matt Mumma, and Sam Fitzsimmons

Approval of Minutes

Mr. Jacobs moved and was seconded by **Ms. Colvin** to approve the **August 5th, 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

NONE

Citizens' Comments

NONE

Presentation

Sheriff Barry Riley -

Sheriff Barry Riley thanked the Board and community for their service and provided an overview of his first months in office, highlighting new initiatives and philosophies:

- **Snow Emergencies** – Reintroduced snow emergency declarations, relying on deputies' on-the-ground assessments to ensure public safety during severe weather events.
- **Body Cameras** – Authorized body cameras for all deputy sheriffs to enhance accountability, training, officer safety, and prosecution outcomes.
- **Jail Security** – Added two additional K-9 units to reduce drugs in the jail, emphasizing the importance of preventing overdoses.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING

AUGUST 19th, 2025

- **Call Statistics** – Wayne Township accounts for approximately 4% of county calls for service. Statistics are now tracked differently, excluding fire calls, and an updated snapshot was shared.
- **Background** – Sheriff Riley has over 30 years with the Warren County Sheriff's Office and is the first "homegrown" sheriff from within the county. His career has been dedicated solely to military service and law enforcement in Warren County.
- **Staffing Needs** – Noted that the county has not added a deputy to the general fund since 2014 despite growth. Two positions were recently approved, but additional staffing is still needed.
- **Community Support** – Stressed the importance of maintaining public trust, noting the county remains a supportive environment for law enforcement.
- **Crime Mapping** – Announced the upcoming launch of an interactive crime mapping tool on the Sheriff's website, with the ability to share updated statistics with the Township regularly.

Sheriff Riley concluded by affirming his commitment to responsiveness, transparency, and continued partnership with Wayne Township.

Major Steve Arrasmith -

Major Arrasmith provided an update on the operations and results of the multi-jurisdictional Greater Warren County Drug Task Force. He emphasized the importance of community and township partnerships, noting that the task force could not operate without local support, county commissioners, and its policy board.

Key Points:

a. Structure & Oversight:

- Task force operates throughout Warren County and the City of Wilmington.
- Overseen by a policy board of 16 agencies, including police chiefs and county prosecutors.
- Staffed by 17 officers from 11 agencies, with monthly policy board meetings for oversight and direction.

b. Mission & Operations:

- Targets mid- to upper-level traffickers, while also investigating lower-level dealers to trace supply lines (primarily from Dayton and Cincinnati).
- Operates as part of the Ohio HIDTA (High-Intensity Drug Trafficking Area) program, which provides federal, state, and local collaboration and funding support.
- Works closely with federal partners (e.g., FBI) to expand reach beyond county lines.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING

AUGUST 19th, 2025

c. Activity & Enforcement (2024):

- 231 active cases, often long-term investigations lasting several months.
- 102 felony arrests, 123 search warrants, and 1,231 traffic stops.
- 56 firearms seized.

d. Drug Threats & Seizures:

- Primary threats remain methamphetamine, fentanyl, and cocaine.
- 2024 seizures included:
 - 15 lbs. methamphetamine
 - 14.7 lbs. fentanyl
 - 162.4 lbs. cocaine (highest seizure rate in Ohio task forces)
 - Significant amounts of prescription drugs (2nd highest in the state).
 - Ranked in the top ten statewide for multiple drug seizures

Maj. Arrasmith noted that Warren County's growth brings a growing customer base for drugs, with most sources tied to Dayton and Cincinnati. While challenges remain due to addiction and trafficking networks, the task force continues to pursue cases daily with strong regional and community collaboration.

At the conclusion of the presentation, Trustee Brad Coffman presented Maj. Arrasmith with a check on behalf of the Township in recognition of continued support for the taskforce's efforts. Trustee Jacobs then provided Maj. Arrasmith with a personal contribution to further assist the drug taskforce's work in Wayne Township and throughout Warren County.

Department Reports

Road Department:

Report from Scott Camery, Road Superintendent

1. Mowing and Vegetation Control

- The third round of mowing has been completed.
- Bushwhacking operations are ongoing.
- The second round of roadside spraying is currently in progress.

2. Projects and Infrastructure

- The OPWC Corwin Avenue paving project is complete, with the exception of re-setting manholes and valve stacks.
- The Red Oak Road striping project is now closed out following receipt of the final invoice.
- Pipe replacement and berming remain on the "to-do" list.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING

AUGUST 19th, 2025

- A large number of ditching requests are being addressed as utility locations are confirmed.

3. Maintenance and Operations

- Equipment maintenance continues as a regular task, with 100% of Road Department equipment currently available for use.
- Salt bin maintenance is scheduled for completion before the start of winter operations.
- Several visibility concerns near schools, in preparation for the new school year, have been addressed and mitigated.

4. Facilities and Improvements

- Motion-sensing, auto shut-off light switches were installed in the restrooms at the Administration Building.
- Two and a half tons of gravel were picked up on August 8, 2025, for the Eagle Scout project, which was completed over the weekend of August 9–10, 2025.

5. Personnel and Uniforms

- Worked with Cintas to update uniform trousers for Road Department staff. The new trousers are reported to be more comfortable and less expensive.

6. Other Updates

- Currently drafting an article for the fall township magazine.
- A list of unresolved complaints provided by Mr. Edwards has largely been addressed.

Fire Department:

Presented by Jason Beckett, Fire Chief

1. SAFER Grant

The department has submitted its application for the SAFER Grant. Notification of the award status is expected soon.

2. Training and Policy Updates

Lexipol has released a new platform. Department personnel are currently in the process of learning and adapting to this updated system.

3. Community Engagement

The department's annual open house is tentatively scheduled for October 4th, coinciding with the start of Fire Prevention Week.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING

AUGUST 19th, 2025

4. Recent Activities

On Thursday, August 14th, crews assisted at the Waynesville High School football game. Fire personnel also provided cooling support to players from the Clearcreek Panthers Football Club at Clint Fultz Park.

5. Facilities

Cleaning and organizational work at Station 92 will continue over the next several weeks until completed.

Zoning Officer's Report

Presented by Stacey Lowing, Zoning Officer

1. Board of Zoning Appeals (BZA)

August 21, 2025: Variance hearing held for 8412 Stockholm Court.

2. Township Magazine

- Advertiser contracts and notices were distributed to community partners this week.
- Articles and advertisements are due by September 2, 2025.

3. Zoning Code

Work session will be conducted.

Administrator's Report

Presented by Gus Edwards, Township Administrator

1. Recycle Rally

- The future of this event may need to be re-evaluated.
- The Rumpke tire bill has been adjusted and is ready for payment.

Note: While there is a concern that the invoice may be inaccurate, the charges cannot be proven at this time. Finance and late fees have exceeded the disputed amount. Rumpke has waived a "Trip Fee" and all monthly finance/late fees, resulting in a total credit of \$766.22.

2. Eagle Scout Project

- Ben Federle has completed his Eagle Scout project, which included clearing a wooded path, installing steps to the creek, and constructing a crossing bridge.
- A special thanks was extended to Ben for completing the project during extremely hot weather conditions.

3. OPWC Project – Corwin Avenue

- A single-car accident involving property damage occurred during project construction (car vs. street sign).

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING

AUGUST 19th, 2025

- The Township is working with the vehicle owner's insurance company regarding the matter.

4. Friends Museum Auction

- The Museum at the Friends Home has completed a Building Liability Use form.
- Auction items are being inventoried and listed by the auctioneer in preparation for the September 20th auction.
- Concurrently, the Township is continuing efforts to liquidate unneeded and unused items at 165 Miami Street.

5. Civic Plus Website

- A new website design proposal has been submitted (included in the meeting packet as a separate PDF).
- The project is not scheduled to begin until 2026.

6. Street Lighting Districts

- A 4% increase in the MVL schedule of equipment and maintenance will take effect beginning in 2026.
- All lighting districts have been updated for assessment collection to cover these costs.
- A resolution is on the agenda requesting submittal of Wayne Township's assessments to the Warren County Auditor.

7. Miscellaneous

The Warren County Budget Committee meeting is scheduled for August 27th.

Fiscal Officer's Report

Presented by Scott Fitzsimmons, Fiscal Officer

The Fiscal Officer provided an update on township banking activity, fees, and upcoming financial transitions. Key highlights from the report are as follows:

a. Banking Fees & Interest Rates:

- LC&B bank fees totaled \$987.51 in 2024 (avg. \$82.89/month) and \$589.13 through July 2025 (avg. \$84.16/month), with increases tied to ACH origination charges.
- Current LC&B sweep account interest is 2.4% APR, while alternatives are higher: People's Bank (3.58%), STAR Ohio (4.46%), and Township's weighted investment rate (3.83%).
- People's Bank does not charge fees for ACH or government transactions, unlike LC&B.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
AUGUST 19th, 2025

b. Recommendation to Switch Banks:

- Based on fees and interest rates, the Fiscal Officer recommended moving township banking from LC&B to People's Bank.
- Trustees agreed, with a formal resolution to be prepared for the next meeting. Transition will run in parallel for several months to ensure smooth account changes.

c. EMS Account Transition:

- Discussion held with the EMS billing service regarding deposit handling. Under the proposed change, all insurance payments would go directly to the billing service, which would deduct its fees and issue a monthly check to the township.
- This would simplify the transition process and eliminate the need for the township to notify multiple insurance companies.
- Trustees expressed support for this change.

OLD BUSINESS

1. Property Sale and Broker Coordination

No Updates

2. Fire Cadet Program

Sam Fitzsimmons reported

- The cadet program bylaws are being finalized and will be reviewed with the Fire Chief before completion, expected within the next week.
- Noted discussions with the Chief about officially launching the cadet program during the fire prevention week.
- Shared that training plans are also being drafted for the cadet program.

3. SAFER Grant

No Updates

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.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
AUGUST 19th, 2025

Resolutions

RESOLUTION 2025-53 A RESOLUTION LEVYING A SPECIAL ASSESSMENT ON LANDS IN WAYNE TOWNSHIP FOR STREET LIGHTING DISTRICTS

Discussion:

The Township Administrator explained the process behind the special assessments for street lighting districts and noted that questions often arise about how the assessments are completed.

Variation in Assessments: Differences are due to each neighborhood being its own district. Costs are divided among the number of lots in that district.

Examples:

- Trillium Run – \$90.64 assessment
- Winfield Estates – \$165.00 assessment
- Haines Meadows – \$41.76 assessment

Reason for Differences: While some districts have identical equipment (e.g., aluminum poles with cobra head fixtures), the overall costs differ by district. For example, Haines Meadows has 50 houses, compared to Spartan Meadows has 20 houses, resulting in different per-lot assessments.

The explanation clarified that the variation is structural to how districts are set up, not due to differences in lighting type or other costs.

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.

RESOLUTION 2025-54 A RESOLUTION ADOPTING THE WARREN COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION 5-YEAR PLAN UPDATE

Motion:

Mr. 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.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
AUGUST 19th, 2025**

RESOLUTION 2025-55 A RESOLUTION ESTABLISHING FUND 4401 , PUBLIC WORKS COMMISSION PROJECT FUND, FOR ISSUE 2 GRANT PROCEEDS TO RESURFACE CORWIN AVENUE AND CLARKSVILLE ROAD

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.

Correspondence

Road Superintendent – Resident Thank You

The Road Superintendent shared that a resident on Middletown Road recently expressed appreciation after crews assisted in removing a broken tree limb near power lines. Although the work was slightly outside the right-of-way, the crew completed the task. The resident delivered a thank-you note along with cinnamon rolls in gratitude.

Elected Officials' Comments

NONE

WORK SESSION

The board recessed into a work session to discuss modifications to zoning codes at 7:45 p.m. The Trustees returned from the working session at 8:08 p.m.

EXECUTIVE SESSION

1. **Trustee Coffman** moved at 8:10 p.m. that the Board of Trustees enter into Executive Session under Ohio Revised Code 121.22(G)(2) to discuss the proposed sale of township property located at 165 Miami Street. The motion was seconded by **Trustee Jacobs**. Roll call vote, all were in favor. Township Administrator Edwards was invited to participate in the session.

The Board of Trustees reconvened in regular session at 8:25 p.m. No action was taken following the executive session.

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
AUGUST 19th, 2025

2. **Trustee Coffman** moved at 8:27 p.m. that the Board of Trustees enter into Executive Session under Ohio Revised Code 121.22(G)(1) to discuss fire department personnel issues. The motion was seconded by **Trustee Jacobs**. Roll call vote, all were in favor. Township Administrator Edwards and Fire Chief Beckett were invited to participate in the session.

The Board of Trustees reconvened in regular session at 8:51 p.m. No action was taken following the executive session.

ADJOURNMENT

Mr. Coffman motioned to adjourn. **Mr. Jacobs** seconded the motion, and a voice vote was taken 3 yea / 0 nay / 0 abstain. The Wayne Township Board of Trustees adjourned its meeting 8:52 p.m.

Brad Coffman – President, Board of Trustees

Scott Fitzsimmons – Fiscal Officer