

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
FEBRUARY 3<sup>RD</sup>, 2026**

**CALL TO ORDER**

Board of Trustees President Diane Colvin 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 Diane Colvin; Trustee Andrew Jacobs; Fiscal Officer Scott Fitzsimmons. Township Staff present included: Administrator Donald Edwards; Fire Chief Jason Beckett\* and Zoning Officer Stacey Lowing. \*(Attended late due to an emergency call)

**Guests and residents**

David Albers, David Dowel, Brad Hunter, and Matt Mumma

**Approval of Minutes**

**Mr. Jacobs** moved, and **Ms. Colvin** seconded, to approve the minutes of the **January 20<sup>th</sup>, 2025**, regular session meeting. A voice vote was held, with the following results: 2 yea, 0 nay, 0 abstain.

**Additions, Removals, or Disclosures from the Posted Agenda**

Township Administrator Gus Edwards advised the addition of the following resolutions:

- **Resolution 2026-19** A RESOLUTION DECLARING AN EMERGENCY AND INCREASING TEMPORARY APPROPRIATIONS IN THE GENERAL FUND (1000) FOR THE PURCHASE OF A JOHN DEERE SKID STEER AND IMPLEMENTS AS AUTHORIZED BY RESOLUTION 2026-11
  
- **Resolution 2026-20** A RESOLUTION DECLARING AN EMERGENCY AND AUTHORIZING A THEN-AND-NOW PURCHASE ORDER FOR THE PURCHASE OF A JOHN DEERE SKID STEER AND IMPLEMENTS PREVIOUSLY AUTHORIZED BY RESOLUTIONS 2026-11

**Citizens' Comments**

**Dave Albers** advised the Board that he recently submitted his retirement notice after more than 33 years of volunteer service with the Wayne Township Fire Department and 10 years in Kettering. He noted several recent personnel changes and departures, expressing concern about the loss of volunteers over the past five to six months and about the department's long-term sustainability.

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING FEBRUARY 3<sup>RD</sup>, 2026

Mr. Albers referenced a recent social media post seeking volunteers and part-time personnel and emphasized the need to rebuild staffing. He also requested a future meeting with the Trustees and Township Administrator to discuss concerns he did not feel comfortable raising publicly. He thanked the Board for their time.

## Department Reports

### Road Department:

*Report submitted by Scott Camery, Road Superintendent*

*Presented by Township Administrator (in the absence of Road Superintendent Scott Camery due to an emergency in the township)*

#### 1 - Winter Storm Event – January 24–29, 2026

From January 24–29, 2026, the Township experienced a historic winter storm that produced 12+ inches of snow, along with extreme low temperatures and sustained winds.

Through coordinated planning and response between Wayne Township and Warren County, the event was managed successfully. Crews remained proactive in keeping accumulation levels manageable, which resulted in:

- No reported traffic crashes on township roads
- No impact to emergency response operations
- Minimal equipment downtime (minor breakdowns were promptly mitigated)
- Efficient material usage through strategic deployment

Extended hours and challenging drifting conditions required sustained effort from the crew. Despite hazardous conditions, operations continued with minimal interruption.

All equipment has since been thoroughly washed, serviced, and is currently 100% operational and available for use.

#### 2 - Snow & Ice Control Materials

- **Beet Heet Supply:** Inventory is running low due to prolonged extreme temperatures. A replenishment load is scheduled for delivery on February 16, 2026. The vendor has been instructed to deliver sooner, if possible.
- **Salt Supply:** Current inventory remains adequate. Some freezing issues were encountered in truck beds during extreme cold, but they were successfully managed.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
FEBRUARY 3<sup>RD</sup>, 2026**

- **2026 Salt Bid:** Invitation received from the Warren County Engineer's Office (WCEO). Documentation for participation is being prepared.

**3 - Equipment & Fleet Maintenance**

- Ongoing maintenance continues with priority on snow removal equipment.
- Seasonal transition preparation has begun for tractors and mowers.

**4 - Roadway Maintenance & Improvements**

- **Pothole Patrol:** A township-wide review and patching effort is scheduled once temperatures moderate, likely next week pending weather conditions. Proactive filling practices have minimized deterioration.
- **Administration Building Parking Lot Resurfacing:** Estimate forwarded to WCEO for formal inclusion in the 2026 bidding process.

**5 - Capital Equipment Purchase**

Work continues on preparing the necessary documentation and paperwork to obtain the Purchase Order for the previously approved John Deere skid loader and attachments.

**6 - Community Appreciation**

- The department received multiple positive calls and messages from residents following the storm response.
- Special recognition was given to resident Ben Liles, who arranged for pizza and brownies to be delivered to the Road Garage during the storm as a thank-you for the crew's long hours and dedication. The gesture was greatly appreciated by the staff.

**7 - Overall Status**

Road conditions remain stable, materials are sufficient, equipment is fully operational, and routine maintenance efforts are underway.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
FEBRUARY 3<sup>RD</sup>, 2026**

**Fire Department:**

*Provided by Jason Beckett, Fire Chief*

<b>JANUARY 2026 STATS</b>		
<b>Calls for Service</b>	<b>Monthly</b>	<b>Year-to-Date</b>
EMS Runs	68	68
Fire Runs	31	31
<b>Totals</b>	<b>99</b>	<b>99</b>

**1 - Personnel**

- Tanner Shinkle will be transitioned from Volunteer FF/EMT to Part-Time FF/EMT.
- Tyler Taylor will be transitioned from Volunteer FF/EMT to Part-Time FF/EMT.
  - These status changes support ongoing staffing needs and operational coverage.
- Quentin Cox will be hired as a Volunteer Firefighter and will begin onboarding and required training.
- Dave Albers was terminated from the fire department.
- Mollie Doyle was released during her probationary period following review.

**2 - Administration & Leadership**

- A Medical Director contract has been submitted to the Trustees for Dr. Florian Merkle. This ensures continued medical oversight, protocol review, and compliance with state EMS requirements.
- Interviews are being scheduled to fill the Lieutenant positions. This role is intended to support department leadership, operations, and administrative functions.

**3 - Equipment**

A Positive Pressure Ventilation (PPV) fan was delivered and placed into service on Engine 91. The equipment enhances interior ventilation capabilities during structure fire operations and improves firefighter safety. This equipment was purchased through a grant from the LOEB Foundation.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
FEBRUARY 3<sup>RD</sup>, 2026**

**4 - Training**

Captain Walker has distributed the department's annual training schedule. The schedule outlines required drills, continuing education, certifications, and operational competencies to maintain readiness and compliance throughout the year.

**Zoning Officer's Report**

*Presented by Stacey Lowing, Zoning Officer*

**1 - The Zoning Department reported the following permit and fee activity:**

**a. Accessory Building Permits – \$100 each**

- 5146 Chenoweth Road
- 5886 Oregonia Road

**b. In-Ground Pool Permits – \$75 each**

- 8561 Twin Creek Drive
- 8006 Old Stage Road

**c. Addition Permit – \$100**

- 9503 Kenrick Road

A total of five (5) permits were issued, with fees collected in the amount of \$450.00. All funds have been properly received and deposited.

**2 - Administrative Update**

The Zoning Department is working with the Fiscal Office to implement a new credit card payment system. A demonstration version is currently being tested, and the system is expected to be fully operational within approximately one week. The new credit card processing program will not charge the Township service fees, unlike the previous provider. The updated platform is more user-friendly and offers greater customization to meet Township needs. Additionally, the new vendor will manage the required year-end financial security reporting, improving efficiency and compliance.

**Administrator's Report**

*Presented by Gus Edwards, Township Administrator*

**1 - Security Systems – Administration & Firehouse**

- The Administrator reported ongoing discussions regarding security system upgrades. Options are being reviewed by LaForce and IMS Technology & Security for

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
FEBRUARY 3<sup>RD</sup>, 2026**

the possible replacement of four Administration Building doors with electronic key-card access.

- Additionally, an upgrade to the Firehouse security system is being considered to allow integration with the Administration Building system. The proposed system may be cloud-based and centrally operated to improve access control and monitoring.

**2 - 165 Miami Street Property**

The Prosecutor's Office is expected to have the purchase agreement and related sale documents prepared this week, following a delay of approximately two weeks due to workload. The Administrator advised that approximately 14–15 documents related to the transaction have been received and are under review.

**3 - Saddlebrook Estates – Streetlighting Variance**

A variance request was submitted for Section 417 (Streets and Walkway Lighting), which requires streetlights at intersections, cul-de-sacs, and other areas as determined by the Regional Planning Commission.

The applicant requested individual residential lampposts in lieu of the required streetlights. The variance request has since been withdrawn, and the developer has indicated compliance with the streetlighting requirements.

**4- Information Technology Provider Quotes**

The Township has received IT service proposals from:

- Elite Computer
- Net X IT Solutions
- David Dowell

These proposals are under review for consideration.

**Fiscal Officer's Report**

Presented by Scott Fitzsimmons, Fiscal Officer

**1 - Year-End Closeout**

The Fiscal Officer reported that the 2025 books have been closed and all required state and federal filings have been completed. The Township is now operating in fiscal year 2026.

# MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING FEBRUARY 3<sup>RD</sup>, 2026

## 2 - 2025 Financial Overview

Total receipts for 2025 were approximately \$3.3 million, with expenditures of \$2.4 million, resulting in an \$840,000 increase in carryover (11.8% year-over-year growth). The Township underspent appropriations by approximately \$1.25 million and ended the year with a total fund balance of approximately \$7.9 million.

## 3 - Fund Highlights

- **General Fund:** Strong investment performance significantly supported operations.
- **Road & Bridge Fund:** Remained stable, ending with approximately \$421,000.
- **Fire Funds:** Spending was below appropriations. The \$200,000 restricted donation from the Vivian Plank Estate was acknowledged.

## 4 - Strategic Outlook

The Fiscal Officer identified future considerations, including increased personnel costs within the Fire Funds, the 2026 fire levy ballot measure, property tax reform discussions (including House Bills 309 and 335), and a potential Tax Commission review of reserves.

Emphasis was placed on developing a formal Capital Improvement Plan and structured reserve funds to demonstrate long-term financial planning and sustainability.

## 5 - Administrative Update

New WEX fuel cards have been received and will be distributed.

## OLD BUSINESS

### Website Domain Name Discussion

It was proposed that Trustee Colvin, Fiscal Officer Fitzsimmons, and Administrator Edwards serve on a website committee to work directly with the website developer. The committee will review the Township's current website, identify outdated content, and determine necessary updates in coordination with department heads.

The developer has provided a preliminary "silver package" example for comparison, and ADA compliance requirements will be reviewed as part of the update process.

The committee plans to meet with the developer next week to begin moving the project forward.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
FEBRUARY 3<sup>RD</sup>, 2026**

**NEW BUSINESS**

**1. Paying of the Bills:**

**Ms. Colvin** moved to approve the bills as presented for payment, seconded by **Mr. Jacobs**. A roll-call vote was taken, and the results are as follows: Mr. Coffman – Absent, Ms. Colvin – Yea, Mr. Jacobs – Yea.

**2. Resolutions**

- a. RESOLUTION 2026-13 TANNER SHINKLE STATUS CHANGE FROM VOLUNTEER FF/EMT TO PART-TIME FF/EMT**

**Motion**

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

- b. RESOLUTION 2026-14 TYLER TAYLOR STATUS CHANGE FROM VOLUNTEER FF/EMT TO PART-TIME FF/EMT**

**Motion**

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

- c. RESOLUTION-2026-15 APPROVE THE ACCEPTANCE AND APPOINTMENT OF QUENTIN COX AS A VOLUNTEER CERTIFIED FIREFIGHTER TO THE WAYNE TOWNSHIP FIRE DEPARTMENT**

**Discussion**

Trustee Colvin asked whether the Township would cover Mr. Cox's training expenses. Chief Beckett clarified that Mr. Cox has expressed interest in attending the State Fire Academy; however, the Township will not be funding that training.

Chief Beckett further noted that Mr. Cox remains interested in serving as a department member. He is the son of former longtime member Steve Cox and wishes to continue that family legacy. The department will provide him the opportunity to serve in a volunteer capacity.

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
FEBRUARY 3<sup>RD</sup>, 2026**

**Motion**

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

**d. RESOLUTION 2026-16 APPROVE AN EMS PHYSICIAN DIRECTOR AGREEMENT**

**Discussion**

Chief Beckett explained that the department contacted both Kettering Health and Premier Health, the Township’s primary transport hospitals, to obtain recommendations for a new Medical Director. Several responses were received, including from Dr. Florian Merkle, who met with Chief Beckett, Assistant Chief Lalich, and the Township Administrator.

Chief Beckett stated that Dr. Merkle interviewed well, expressed interest in serving a single department, and indicated a desire to be actively involved. He brings experience from a large EMS system and demonstrated a progressive approach to EMS operations.

Compensation was discussed during the selection process. Chief Beckett noted that most medical directors now require compensation. After discussion, Dr. Merkle agreed to compensation of \$5,000 annually and \$1 per run, which was below some other proposals received.

No questions were raised by the Trustees following the explanation.

**Motion**

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

**e. RESOLUTION 2026-17 TO HIRE DR. FLORIAN MERKLE AS WAYNE TOWNSHIP'S EMS MEDICAL DIRECTOR**

**Motion**

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

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
FEBRUARY 3<sup>RD</sup>, 2026**

- f. **RESOLUTION 2026-18** ACCEPT THE PROBATIONARY RELEASE OF MOLLI DOYLE FROM THE FIRE DEPARTMENT

**Motion**

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

- g. **Resolution 2026-19** A RESOLUTION DECLARING AN EMERGENCY AND INCREASING TEMPORARY APPROPRIATIONS IN THE GENERAL FUND (1000) FOR THE PURCHASE OF A JOHN DEERE SKID STEER AND IMPLEMENTS AS AUTHORIZED BY RESOLUTION 2026-11

**Motion**

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

- h. **Resolution 2026-20** A RESOLUTION DECLARING AN EMERGENCY AND AUTHORIZING A THEN-AND-NOW PURCHASE ORDER FOR THE PURCHASE OF A JOHN DEERE SKID STEER AND IMPLEMENTS PREVIOUSLY AUTHORIZED BY RESOLUTIONS 2026-11

**Motion**

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

**Correspondence**

Administrator Edwards reported the following correspondence:

- Ford Recall notice

**Elected Officials' Comments**

- None

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING  
FEBRUARY 3<sup>RD</sup>, 2026**

**EXECUTIVE SESSION**

Ms. Colvin made a motion at 7:46 p.m. to enter an executive session under Ohio Revised Code Section 121.22(G)(1) to discuss township personnel matters. Mr. Jacobs seconded the motion. A roll call vote was taken, resulting in the following: Mr. Coffman - absent; Ms. Colvin - Yea; Mr. Jacobs - Yea.

The Board of Trustees entered into an executive session with the Township Administrator, Gus Edwards. Ms. Colvin motioned at 8:09 p.m. to exit the executive session. Seconded by Mr. Jacobs. A voice vote was taken, resulting in the following: 2 yea/ 0 nay/ 0 abstain.

No legislative action was taken during the executive session.

**ADJOURNMENT**

**Ms. Colvin** motioned to adjourn. **Mr. Jacobs** seconded the motion, and a voice vote was taken: 2 yea / 0 nay / 0 abstain. The Wayne Township Board of Trustees adjourned its meeting at 8:11 p.m.

---

Diane Colvin – President, Board of Trustees

---

Scott Fitzsimmons – Fiscal Officer