

MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING

July 21st, 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; Trustee Brad Coffman; Fiscal Officer Keith Gabbard. Township Staff present included: Township Administrator Scott Fitzsimmons, Fire Chief Jason Beckett, Road Superintendent Scott Camery and Zoning Officer Stacey Lowing.

Guests and residents

Jeff Patton, Pam Patton, Fred Vonderhaar, Diane Vonderhaar, Ralph Blanton, Cali Layne, Payton Layne, Matt Mumma, Ken Edge

Approval of Minutes

Mr. Coffman moved, and Mr. Jacobs seconded, to approve the minutes of the July 7th, 2026, regular session meeting. A voice vote was held, with the following results: 3 yea, 0 nay, 0 abstain.

Additions, Removals, or Disclosures from the Posted Agenda

The Board added the Warren County Township Association Scholarship presentation. Fred Vonderhaar of Warren County Township Association awarded Cali Layne of Wayne Township the scholarship. Cali Layne read her scholarship and gave personal testimonials about the importance of local government.

CITIZENS' COMMENTS

None

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DEPARTMENT REPORTS

Road Department Report

Presented by Scott Camery, Road Superintendent

1. Traffic Safety & Speed Enforcement

Following concerns raised at the previous meeting, contact was made with the Sheriff's Office regarding local speeding issues. The township has been added to the waiting list for the deployment of a mobile digital speed sign. The lieutenant will notify the township once deployment scheduling is finalized.

2. Boardwalk Pipelines Proposal

The township was contacted by Boardwalk Pipelines regarding a preliminary proposal for a new natural gas pipeline spanning Indiana, Ohio, and Kentucky. The proposed route intersects township property located at the road garage. Preliminary field surveys will be conducted in the river area to check for artifacts of indigenous peoples and endangered species of freshwater mollusks and clams. The project is expected to coordinate with the Little Miami River Conservancy.

Fire Department Report

Presented by Jason Beckett, Fire Chief

June 2026 STATS

Calls for Service	Monthly	Year-to-Date
EMS Runs	81	439
Fire Runs	27	193
Totals	108	632

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1. Personnel Updates

New hire Peyton Woody has successfully completed her orientation as a firefighter-paramedic. She is scheduled to begin her regular shift rotation next week.

2. Operational Performance

Chief Beckett announced that a six-month operational review is prepared for presentation later in the meeting to assess recent department performance and key performance indicators (KPIs).

3. Grants & Funding

The application process for the Loeb Grant is nearing completion. The department will formally request funds from the Loeb Foundation to purchase new thermal imaging cameras and additional structural fire gear.

4. Professional Development & Credentialing

Chief Beckett and Assistant Chief Lalich recently attended the Ohio Fire Chiefs Officer Development Conference and are initiating the application process to earn their official Ohio Fire Chief credentials through the Ohio Fire Chiefs Association. This certification requires ongoing education points and must be renewed every three years.

5. Equipment Updates

A shipment of new structural fire gear was delivered and will immediately replace aging gear currently in rotation. After a multi-month delay, new Automated External Defibrillators (AEDs) have arrived. Staff training will begin immediately prior to placing the units onto active apparatus. Chief Beckett attended an ESO software town hall meeting in West Chester. Key system upgrades are scheduled for implementation this upcoming August.

6. Upcoming Training Operations

Job Performance Requirements (JPRs) training is ongoing. Careflight, which now bases one of its two new, larger aircraft in Warren County, will conduct a joint training session next month. The training will focus on loading and operational changes for the new helicopter model. The aircraft will land in the field across from the fire station. The department secured property permission from the local school district.

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7. Community Relations

The fire department hosted a "Sundays and Sirens" community event at Taylor's Coffee. Personnel distributed plastic fire helmets and provided apparatus tours for local children.

Zoning Officer's Report

Presented by Stacey Lowing, Zoning Officer

1. Code Enforcement

Active enforcement continues on several outstanding junk vehicle and property maintenance violations within the township.

2. Commercial Site Plan Compliance

A completion deadline was finalized for a recently approved commercial site plan. The remaining elements focus on landscaping. The deadline is set for early fall to align with the appropriate seasonal planting window.

3. Snow and Ice Removal Policy for New Subdivisions

A revised agreement was drafted regarding winter maintenance on unaccepted (non-dedicated) streets within upcoming major residential developments. The updated agreement mandates that developers bear all costs and responsibilities for removing snow and ice within 24 hours of any winter weather event during the development phase. If a developer fails to clear the roadways within the required window, the township will clear the streets and bill the developer. The Road Dept. will first present the agreement to the developers of the Country Lakes subdivision. Once finalized, the document will be brought before the Board.

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Administrator's Report

Presented by Scott Fitzsimmons, Township Administrator

1. Professional Development & Cyber Security

Mr. Fitzsimmons attended a recent regional meeting hosted by the Cincinnati Area Managers Association in West Chester. The session featured a presentation by the Assistant City Manager of Huber Heights regarding their recent municipal cyberattack, focusing on data outflows, incident containment, and long-term recovery strategies.

2. EMS Patient Satisfaction Initiative

Preliminary planning is underway with the Fire Chief Beckett to implement an automated EMS patient satisfaction survey system for post-incident communication. The program aims to systematically capture community data for ongoing Quality Assurance (Q&A) reviews and gather resident feedback to help guide future fiscal planning and levy strategies. A vendor introduction and policy consultation are currently scheduled with a chosen survey company.

3. Township Website Redevelopment

Information packets for the municipal web build are progressing steadily, with content from the Road Department recently compiled. Fire Department content remains the final outstanding element before full asset submission. The development team successfully modified the site's interface colors to blue and green themes per the township's request. A private preview link will be emailed directly to the Trustees for initial review.

4. Personnel Onboarding & Operations

Mr. Fitzsimmons reported a smooth, ongoing transition over to Fiscal Officer Keith Gabbard, noting that key projects and files are moving to his desk as he onboarded into his role. A third-party background screening vendor based out of Centerville, Ohio, was selected to standardize future pre-employment background checks. The company is already heavily utilized by multiple neighboring jurisdictions.

5. Regional Networking & Zoning Strategies

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Mr. Fitzsimmons participated in an Ohio Township Association Network (OTAN) educational seminar alongside representatives from Sugar Creek. The open roundtable discussion focused on municipal future planning, regional land-use updates, and proactive zoning measures designed to safeguard unincorporated township land against unwanted municipal annexations.

Fiscal Officer's Report

Presented by Scott Fitzsimmons

1. Transition To Fiscal Officer

The Fiscal Officer reported that the transition is going as planned and that rigorous training is taking place on a daily basis.

2. 2027 Tax Budget

The Fiscal Officer reported that the 2027 Tax Budget has been submitted to the Tax Commission and that in August they will begin the preliminary process of the budget approval process.

OLD BUSINESS

1. ADA Website

Was discussed in the Administrator's report.

2. 2026-66 RESOLUTION

Discussion

The Board was not comfortable acting on Resolution 2026-66 at the moment. The Board would like to get more information from the Village of Waynesville for a possible presentation to the Board.

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NEW BUSINESS

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 – Yea, Ms. Colvin – Yea, Mr. Jacobs – Yea.

RESOLUTIONS

2026-65 RESOLUTION adopting a zoning map amendment to rezone 4966 St. Rt. 42 (PID# 0910100008), 223.484 acres, FROM C-recreation to R-U Rural residence single family.

Discussion- The Board, after further discussion and considering the information from the public hearing held this evening, passed Resolution 2026-65

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

Public Hearing

Motion

Mr. Coffman moved to leave general session and go into a public hearing for the rezoning of 4966 St. Rt. 42 for the 7.30 announced special meeting, seconded by Mr. Jacobs. a roll-call vote was taken, and the results are as follows: Mr. Jacobs – Yea, Ms. Colvin – Abstain, Mr. Coffman – Yea. Motion passed and the hearing came to order at 7:32 p.m.

1. Key Updates from the Presentation

The applicant chose RU (Rural Urban) zoning because it requires the largest minimum lot size available (5 acres). They only want to split the 223 acres into just 2

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lots. The property is surrounded on three sides (north, south, and west) by R1 (Single-Family Residential) zoning. Both the Warren County Executive Committee and the Wayne Township Zoning Commission have recommended approval for this map amendment.

2. Property Access & Layout Details

One lot will consist of roughly 20 to 30 acres on the southwest side (encompassing the pasture and moving back into the woods). The remaining acreage will make up the second lot. The property already has four ODOT-approved driveways. The owners do not plan to add any new ones.

3. Applicant Testimony

Kenneth Edge stated they are aware that neighbors were worried a large-scale, high-density residential subdivision would be built on the 223 acres. Mr. Edge confirmed that this is not their plan. Their sole intention is to build two homes. Mr. Edge expressed a desire to keep the land aligned with the surrounding rural residential aesthetic.

Motion

Mr. Jacobs moved to close the hearing session and go into a public hearing for the rezoning of 4966 St. Rt. 42 for the 7.30 announced special meeting, seconded by Mr. Coffman. a roll-call vote was taken, and the results are as follows: Mr. Coffman – Yea, Ms. Colvin – Abstain, Mr. Jacobs – Yea. Motion passed and the hearing came to close at 7:40 p.m.

PRESENTATION

Fire Chief Beckett presented a six-month update on the department's transition to a four-person staffing model, reporting significant improvements in response times, staffing reliability, and ALS coverage. Since beginning the phased implementation on January 1, 2026, the department has achieved four-person staffing 86.9% of the time, with Engine 91 posting its fastest response times in six years and Squad 91 responding to 99.8% of dispatched incidents. The Chief highlighted the growth of the department's paramedic staffing from four to 17 members, improved turnout times due to personnel being stationed in quarters, and consistent 24-hour paramedic coverage throughout June. Board members discussed staffing challenges, including unfilled shifts caused primarily by limited part-

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time availability, and the Chief confirmed that call-off reasons are tracked in ESO. The Board commended the presentation and expressed support for the department's continued progress.

Correspondence/Comments

Correspondence

- Fire Chief Beckett mentioned a thank you card he got from the Corwin Tractor Show

Elected Officials' Comments

- **Trustee Jacobs** - none.
- **Trustee Coffman** - none.
- **Trustee Colvin** - Trustee Colvin mentioned a great time at the Warren County Fair
- **Fiscal Officer Keith Gabbard**- none.

WORK SESSION

None

ADJOURNMENT

Ms. Colvin motioned to adjourn. Mr. Coffman seconded the motion, and a voice vote was taken: 3 yea / 0 nay / 0 abstain. The Wayne Township Board of Trustees adjourned its meeting at 7:57 p.m.

Diane Colvin – President, Board of Trustees

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Keith Gabbard – Fiscal Officer