

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JUNE 11, 2024**

CALL TO ORDER:

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

ROLL CALL:

- Ms. Colvin – present
- Mr. Jacobs – present
- Mr. Patrick – present

STAFF PRESENT

- Donald Edwards, Administrator
- Stacey Lowing, Zoning Inspector
- Jason Beckett, Fire Chief
- Scott Fitzsimmons, Fiscal Officer

GUESTS AND RESIDENTS

David Dowell, Sam Fitzsimmons

PLEDGE OF ALLEGIANCE

Trustee President, Mr. Jacobs, led the pledge of allegiance.

APPROVAL OF THE MINUTES

Ms. Colvin moved, and it was seconded by Mr. Jacobs to approve the meeting minutes for May 21st, 2024. A voice vote was conducted, and the majority carried the motion 3 Aye / 0 Nay / 0 Abstain.

ADDITIONS, REMOVALS, OR DISCLOSURES FROM THE POSTED AGENDA:

None

CITIZENS' COMMENTS

None

MEEDER GROUP: PRESENTATION. Mr. Fitzsimmons gave background information about diversifying the township portfolio. Mr. Jim McCourt from the Meeder Group explained their credentials, and summarized the investment services that are offered.

DEPARTMENT REPORTS

Road Department:

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JUNE 11, 2024**

Scott Camery, Road Superintendent, provided the following report

1. Daric turned in his notice. His last day was 7 June 2024.
2. I have found a person for seasonal summer employment (through September, he is a schoolteacher) This will take the pressure off and allow for a thoughtful well-planned search for the “right” person to hire before winter snow plowing season.
3. We completed a 24”x 40’ culvert installation on O’Neill Rd.
4. We repaired a “sinkhole” at a culvert on Waynesville Rd.
5. Due to an ordering mistake, the delivery of the new arm mower has been pushed to the end of June. John Deere has deferred payment of the tractor to the time of delivery. The delay does not impact the pricing. (it is just inconvenient)
6. I have not received any further information regarding the start date for this year’s chip seal project. (still looking like the end of July). Additionally, I have not received a “start date” for the slurry seal project as well. (hopefully soon after the chip seal is applied).
7. I have the “tree project,” at the administration building, on the schedule for next week.
8. Currently, we are in the process of round two of mowing.
9. Kurt returned from sick leave (knee replacement surgery) on 10 June 2024.
10. Jeff and I are on vacation this week. I can be reached by phone if there are any problems, questions, or concerns. If there are any “big problems” that arise, The Warren County Highway Department has given me assurance that they can assist and will help if necessary.
11. I am planning to get Brush 91 into the shop next week, to diagnose and repair the A/C on this unit.
12. I looked at the hose bibs at the administration building. They are functional, (just a little stiff), I have fabricated a “new style” key to provide for more/better leverage to open and close water flow.
13. I located the water bags/sleeves at the firehouse. They are in the shed at the administration building.
14. The ST. RT. 73 bridge project is scheduled for a “beam set” on 10 June 2024. This will result in a complete closure of ST. RT. 73 from 2300 hrs. to 0500 hrs.
15. All Road Department equipment is operational and available for use.

Fire Department:

Jason Beckett, Fire Chief, provided the following report:

1. Run/call report (month)
 - EMS Runs for the Month: **77**
 - Fire Runs for the Month: **21**
 - Service Calls for the Month: **4**
 - Total Calls for the Month: **98**
- Run/call report (year)
 - Total EMS Calls for the year: **345**
 - Total Fire Runs for the year: **129**
 - Total Service Calls for the year: **19**
 - Total Calls for the year: **474**

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JUNE 11, 2024**

2. On March 24th We had our 5 new members initial orientation day. We covered our expectations, job duties, and got them logged into our various programs. Also, they have scheduled their shift orientation days.
3. We will hold another round of interviews in the coming weeks.
4. Battalion Vehicle (2014 Expedition) is out of service indefinitely.
5. FF/EMT Matt Melone resigned
6. Began our Officer Development Series on Monday the 3rd.

Zoning Department:

Stacey Lowing, Zoning Inspector, provided the following report:

1. PERMIT ACTIVITY AND FEE ACTIVITY:

- Single-family residence \$225
6186 Gard Rd., GA White Homes, Inc. for KC Estate Properties
- Addition \$100
9922 Old Stage Rd., LJC Construction for W. McIntosh
- Rezoning application \$600
3235 E. St. Rt. 73, Drew Parramore-Ohio Green Works
- Conditional use/site plan \$500
4502 Lytle Rd., Christopher and Michelle Hice

4 permits/fees collected for a total of \$1,425.00 All funds have been deposited.

2. REAPPOINTMENTS ON THE AGENDA TONIGHT:

- Board of Zoning Appeals
Richard Bowling, full member, term ending July 2029
- Zoning Commission
Dave Roberts, full member, term ending July 2029

3. UPCOMING HEARINGS

- Board of Zoning Appeals:
June 20, 4502 Lytle Rd., conditional use/site plan, secondary dwelling unit
- Zoning Commission:
July 2, 3235 E. St. Rt. 73, rezoning-B-1 and R-1 to B-3, **6:00 pm**

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JUNE 11, 2024**

- Trustees:
July 16, 3235 E. St. Rt. 73, rezoning 7:30 pm

4. Zoning Enforcement

Turned over a violation to the prosecutor's office for failure to obtain permit.

Administrator's Report:

Donald Edwards, Township Administrator, provided the following report:

1. OTARMA: August 19th renewal application has been completed with updates. Requested policy quote by July 15th.
2. Independence Day Celebration: Saturday, June 29th. Parade at noon. Band and fireworks 6:00 – 10:30pm. Do we have any interest in participating?
3. Warren County RPC Subdivision Regs: We started the process of 34 changes presented to our sub-committee from local entities i.e. Engineer's Office; Soil & Water; Prosecutor's office; RPC Staff; WC Commissioners and Legislative updates. I have attached a copy of the current DRAFT recommended changes to the subdivision regulations in your packet. This will go to the Executive Committee for review and then will have two Public Hearings before final action by the Warren County Commissioners.
4. Fire Dept: Ford Expedition has been taken out of service due to mechanical issues. We worked up eight different options and currently the Chief is using one of the options that does not add any cost.
5. Road Dept: With vacation schedules and a resignation, we will be short staffed this week, but we have made arrangements to handle any emergency that we may encounter through several personnel sharing arrangements that have been put in place.
6. Bentley's Pawsome Resort Grand Opening was packed with parking extended into the grass. I was unable to attend due to an extended RPC meeting.
7. Memorial Day services at Miami Cemetery. Was well attended, probably double the normal crowd.
8. Corwin Tractor Parade also drew a large crowd with great weather. Thank you to those FD members that assisted with the traffic detail.

Fiscal Officer's Report:

1. J.P. Morgan Commercial Card Program: He had a meeting last week and this is still in progress.
2. Positive Pay: program with LCNB. Training is next week.
3. He spoke to the group that provides the document scanning. They have the option to have a 'Teams' meeting to discuss.
4. Mr. Fitzsimmons has started the tax budget. A July 2 vote on the tax budget will be needed.

OLD BUSINESS

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JUNE 11, 2024**

1. Website-no updates
2. Tree Replacement- scheduled for the week of June 17.
3. 165 Miami Street-no updates. There will be a work session in the future. Marvin Lane-the school will be contacted regarding their storage. There was a discussion about the natural gas bill for this building.
4. The Meeder Group-moved to earlier in the meeting
5. Mr. Dowell installed a new hard drive at the administration building to back up our systems and cameras.
6. Lexipol: A resolution will be prepared for the next meeting.

NEW BUSINESS

Questions or Concerns Regarding the Bills:

None

Legislation:

MOTION(S)

None

RESOLUTION(S)

1. RESOLUTION 2024-62 ACCEPTING THE RESIGNATION OF DARIC BROWN FROM THE WAYNE TOWNSHIP ROAD DEPARTMENT

Mr. Patrick motioned to adopt the resolution. Mr. Jacobs seconded the motion, and the roll call results were as follows: Mr. Patrick – yes; Mr. Jacobs– yes; Ms. Colvin– yes. The resolution was therefore adopted June 11, 2024.

2. RESOLUTION 2024-63 RESOLUTION REAPPOINTING DAVID ROBERTS TO THE WAYNE TOWNSHIP ZONING COMMISSION

Mr. Patrick motioned to adopt the resolution. Mr. Jacobs seconded the motion, and the roll call results were as follows: Mr. Patrick – yes; Ms. Colvin– yes; Mr. Jacobs– yes. The resolution was therefore adopted June 11, 2024.

3. RESOLUTION 2024-64 RESOLUTION REAPPOINTING RICHARD BOWLING TO THE WAYNE TOWNSHIP BOARD OF ZONING APPEALS

Ms. Colvin motioned to adopt the resolution. Mr. Jacobs seconded the motion, and the roll call results were as follows: Mr. Patrick – yes; Ms. Colvin– yes; Mr. Jacobs– yes. The resolution was therefore adopted June 11, 2024.

4. RESOLUTION 2024-65 ACCEPTING THE RESIGNATION OF MATTHEW MELONE FROM THE WAYNE TOWNSHIP FIRE DEPARTMENT

**MINUTES OF THE WAYNE TOWNSHIP BOARD OF TRUSTEES MEETING
HELD JUNE 11, 2024**

Mr. Patrick motioned to adopt the resolution. Colvin seconded the motion and the roll call results were as follows: Mr. Patrick – yes; Mr. Jacobs– yes; Ms. Colvin– yes. The resolution was therefore adopted June 11, 2024.

5. RESOLUTION 2024-66 RESOLUTION ACCEPTING THE BID FROM STRAWSER CONSTRUCTION, INC. FOR MICRO SURFACING THE STREETS OF VARIOUS SUBDIVISIONS IN WAYNE TOWNSHIP

Mr. Jacobs motioned to adopt the resolution. Mr. Patrick seconded the motion, and the roll call results were as follows: Ms. Colvin – yes; Mr. Jacobs– yes; Mr. Patrick – yes. The resolution was therefore adopted June 11, 2024.

6. RESOLUTION 2024-67 SUPPLIMENTAL FUNDING SOURCE FOR THE BID FROM STRAWSER CONSTRUCTION, INC. FOR MICRO SURFACING THE STREETS OF VARIOUS SUBDIVISIONS IN WAYNE TOWNSHIP

RESOLUTION AUTHORIZING EXPENDITURES FROM THE AMERICAN RESCUE PLAN ACT FUNDS USING “THE STANDARD ALLOWANCE” AND ITS PRESUMPTION OF REVENUE LOSS DUE TO THE PUBLIC HEALTH EMERGENCY

Mr. Jacobs motioned to adopt the resolution. Ms. Colvin seconded the motion, and the roll call results were as follows: Mr. Patrick – yes; Mr. Jacobs– yes; Ms. Colvin– yes. The resolution was therefore adopted June 11, 2024.

7. RESOLUTION 2024-68 APPROVE THE ACCEPTANCE AND HIRING OF NICHOLAS A. CARLSON TO THE WAYNE TOWNSHIP ROAD DEPARTMENT AS A SEASONAL WORKER

Mr. Patrick motioned to adopt the resolution. Mr. Jacobs seconded the motion, and the roll call results were as follows: Ms. Colvin – yes; Mr. Patrick – yes; Mr. Jacobs – yes. The resolution was therefore adopted June 11, 2024.

CORRESPONDENCE

1. Humane Association, Open house June 20, 4-6 pm
2. Registration for the two trucks came, along with temporary tags
3. Thank you notes for the fire department from the chamber of commerce for the business expo

ELECTED OFFICIAL’S COMMENTS

None

WORK SESSION

None

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HELD JUNE 11, 2024**

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business, at 8:02 pm, Mr. Jacobs motioned to adjourn. Ms. Colvin seconded the motion, and all favored adjourning.

Andrew Jacobs - President, Board of Trustees

Scott Fitzsimmons – Fiscal Officer