

**Wayne Township Board of Trustees
Regular Trustee Meeting
February 13, 2019**

Call to Order: Chairperson, Jason Ritter at 7:00 p.m.

Roll Call: Jason Ritter, Teresa Hinnners, Warren Walker, Sandra Borchers

Guests: Leo Burkhardt, Sue Allen, Tony Schwab, Kevin Pringle, Pamela Stokes, Ken VanSkaik, David McCall, Bruce Montgomery, Dennis Elchlinger, Adam Bowsher, Fred Bussard, Allan Dierker, James Kidwell

Prayer & Pledge: Chairperson, Jason Ritter

- No Sheriff Report

SCBA Bid Opening – Mark Greatorex, Deputy Chief

1. Vogepohl - \$120,000.00
 2. MES Warren Fire Equipment – Before 2/26/2019 \$141,485.00 After \$149,205.00
 3. Howell Rescue Systems - \$106,940.00 w/o buddy breather
- SCBA Equipment Assistant's to Fire Fighter Grant
 - All bids were date stamped and received timely. Mark Greatorex stated that all bids will be reviewed by WTRF and will get back to the Board for their approval of the bids with the options. Vendors in the audience wished to review the bids with WTRF.

Public Portion

- Bruce Montgomery, 6233 Taylor Rd – Trees are falling on Mr. Montgomery's fence and property. In the past he would cut up the wood and clean it up. Now it is too difficult for him to manage. Dr. Brian Short, the adjoining property owner, is not accepting letters of certified mail. Mr. Short lives on Marathon Edenton Road. Mr. Montgomery shared pictures and copies of the certified letters with the board.
 - Trustees will check on the issue and Zoning will then contact Mr. Montgomery.
- Dennis Elchlinger asked if the Board is using Robert's Rule of Order or Parliamentary?
- Leo Burkhardt – Eagle Scout Project proposal would be working on Woodville Cemetery fence with Mr. Barricklow.
- Kevin Pringle presented a legal contract regarding snow removal in the Village of Newtonsville to the Board.
 - The Board discussed. Trustee Hinnners agreed. Trustee Ritter was not in agreement with the proposal, wages were not mentioned, only \$0.54 per mile and one ton of salt being used, and would like a statement about processing of payment to the township added.
 - The Board will take the contract to Mr. Ramos and get back to the Village. Until then the Township will continue as we have from the minutes approved on 1/16/2019.
- Mrs. Allen asked where and who regarding Dr. Brian Short.
- Mr. Kidwell – Number 5 Road, near Warren County line, there is water flowing across Road and numerous pot holes.
 - Water is not flowing properly, and culverts are closed.
 - Property owner has met with Jason Browning. Pipe was paid for today and is scheduled to be replaced.
 - Number 5 Road has been patched once but it is still breaking up due to so much rain.
- Mr. Dierker reported pot holes on Roudebush Road.

20190213-01: Teresa Hinnners moved to pay all bills.
2nd by Warren Walker

Vote: WW, TH, JR All Aye Motion Carried

20190213-02: Warren Walker moved to approve all then and now certificates of purchase.
2nd by Teresa Hinnners

Vote: WW, TH, JR All Aye Motion Carried

Road

- Road Department will look at Number 5 Road.
- Paving has not been looked into yet.

Cemetery

- \$8,544.00 YTD.
- Fence damaged at Plainview Cemetery.

Zoning

- BZA 2018-03 Lewis property continues to be deliberated. Next meeting on 2/18/19.
- BZA 2018-04 Rosser property variance approved.
- Zoning Board of Appeals will meet 1st Monday of each month.

20190213-03: Jason Ritter moved to pay Park National Bank for the Community Center loan for \$17,561.98, for 2019's payment.
2nd by Warren Walker

Vote: WW, TH, JR All Aye Motion Carried

Fiscal Officer Report

- Date: February 13, 2019
Month of: January 2019
Total: \$751,095.02
Investments: \$101,156.08
Checking: \$649,938.04
Revenue for Month: \$67,648.28
Expenses for Month: \$148,958.30
Checks Issued: 32538 to 32597
Payroll: 1 to 41
- File Audit Recovery Letter with September or October Meeting Minutes.
- Township Email - \$263.00/year for unlimited storage.
- Web site - \$2,500.00 to \$3,000.00

20190213-04: Jason Ritter moved to continue using GoDaddy email storage, not to exceed \$300.00/year.

2nd by Warren Walker

Vote: WW, TH, JR All Aye Motion Carried

20190213-05: Teresa Hinnners moved to accept the updated Residential Zoning Fee Schedule.

2nd by Jason Ritter

Vote: WW, TH, JR All Aye Motion Carried

20190213-06: Jason Ritter moved to hold Zoning Commission and Zoning Board of Appeals interviews on 2/25/2019 at 6:00 p.m.

2nd by Teresa Hinnners

Vote: WW, TH, JR All Aye Motion Carried

- Letter to Sheri

20190213-07: Jason Ritter moved to have the Township pay \$43,502.00 for the amount exceeding the Community Development Block Grant to the Clermont County Commissioners.

2nd by Warren Walker

Vote: WW, TH-abstain, JR 2/3 Aye Motion Carried

- Mrs. Borchers requested an invoice for the \$43,502.00 payment.

20190213-08: Teresa Hinnners moved to accept the Credit Card Policy supplied by Mr. Ramos with the following additions:

Article I, section 2, paragraph 3: "No transaction may exceed "the individual permitted amount set by the Board of Trustees at the organizational meeting at the beginning of each year".

Section 3: add another paragraph: "Policy Dispute" clause: If the fiscal Officer refuses the validity of a purchase, then the matter comes to the Board of Trustees for a vote

Section 4, (E.) Storage: Card holders will keep the cards in their possession locked when not in use. They will notify the Fiscal Officer of the locked location.

Article II, Section 4 Fiscal Officer Duties: C: Authorized users will sign out the card at the first meeting, validating the card number and sign the form. There is the option to meet with the Fiscal Officer at the beginning of the month to validate and sign the form.

2nd by Jason Ritter

Vote: WW, TH, JR All Aye Motion Carried

Trustee Hinnners will forward the policy with changes to Mr. Ramos for final approval.

20190213-09: Jason Ritter moved to rescind one week of vacation from Chief Moulden since he is no longer the Administrator.

2nd by Teresa Hinnners

Vote: WW, TH, JR All Aye Motion Carried

- Establishing a contest for a new Township Logo was discussed. Trustee Hinnners contacted Live Oaks Graphic Department.
- Updating and purchasing the "Entering Wayne Township" signs with our website was discussed.
- Discussion on the need for a Bond for the Township Zoning Inspector was discussed.
- Board discussed four nominees, Sandy Hunt, Joanna Mast, Ted Hahn and Rocky Harris, for the Salute to Leaders nomination.

20190213-10: Jason Ritter moved to nominate Rocky Harris for the 2019 Salute to Leaders award.

2nd by Warren Walker

Vote: WW, TH, JR All Aye Motion Carried

20190213-11: Teresa Hinnners moved to go into Executive Session under ORC 121.22 (G) 1 (H) to investigate a personnel issue or charge against an employee at 10:15 p.m.

2nd by Jason Ritter

Vote: WW, TH, JR All Aye Motion Carried

20190213-12: Teresa Hinnners moved to return to Regular Session at 10:23 p.m.

2nd by Warren Walker

Vote: WW, TH, JR All Aye Motion Carried

- Overlay – Clarification of Personnel Record of Employee.

20190213-13: Jason Ritter moved to adjourn at 10:23 p.m.

2nd by Teresa Hinnners

Vote: WW, TH, JR All Aye Motion Carried

Jason Ritter, Chairperson

Teresa Hinnners, Vice Chairperson

Warren Walker, Trustee

Sandra Borchers, Fiscal Officer