

**Wayne Township Board of Trustees
Regular Meeting
April 12, 2017**

Call to Order: Chairman, Carl Ritter at 7:05 p.m.

Roll Call: Harold Grosnickle, Carl Ritter, Warren Walker, Sandra Borchers, Chief David Moulden

Guests: Deputy Lori Saylor, Kevin Castle, Barb Lambros, Sue Allen, Beverly Thomas

Prayer & Pledge: Carl Ritter

04122017-01: Harold Grosnickle moved to pay all bills.

2nd by Warren Walker

Vote: CR, WW, HG

All Aye

Motion Carried

04122017-02: Warren Walker moved to accept all Then and Now Certificates of Purchase as needed

2nd by Harold Grosnickle

Vote: CR, HG, WW

All Aye

Motion Carried

Public: Sue Allen congratulated Jason Browning on ditching efforts, and reported that a sink has been dumped on Short Leuders Rd.

- Deputy Lori Saylor discussed the Crime Reports and Trends for February and March of 2017.
- Mr. Walker informed the Board about the proposal from Sheriff Leahy concerning contracting coverage from the Sheriff's Department in 2018. The Board will discuss at a later date.

Department Reports:

Zoning – Kevin Castle

Four permit issued from March to the present day totaling \$290.00. YTD = 8 permits for a total of \$440.00.

Fire/EMS – Chief David Moulden

04122017-03: Warren Walker moved to hire Justin Robeson as a Part-time Firefighter/EMT on a one year probationary basis effective April 12, 2017 at a rate of \$10.00/hr.

2nd by Carl Ritter

Vote: CR, WW, HG-abstain

Both Aye

Motion Carried

04122017-04: Warren Walker moved to hire Victoria Scheiderer as a EMT in training on a one year probationary basis effective April 12, 2017 at the Paid-on Call rate once State Certified.

2nd by Harold Grosnickle

Vote: CR, HG, WW

All Aye

Motion Carried

04122017-05: Harold Grosnickle moved to approve a Training Instructor contract for Keri Brown to act as a State of Ohio test proctor at a pay rate of \$12.00/hr.

2nd by Carl Ritter

Vote: WW, HG, CR

All Aye

Motion Carried

04122017-06: Carl Ritter moved to accept a Letter of Resignation from Firefighter/Paramedic Tara Bice dated March 28, 2017 giving a two-week notice. Her last day of work will be April 13, 2017.

2nd by Warren Walker

Vote: HG, WW, CR

All Aye

Motion Carried

- Chief Moulden reported that the old Edenton School House is under Adjudication Order No. 2017-002 issued by the Clermont County Building Department dated February 22, 2017. On March 30, 2017, Jason Fountain, Assistant Prosecuting Attorney issued a letter to the property owners giving them until April 14th to make the necessary repairs or to vacate and secure the property against unauthorized entry. Should the owners fail to take the necessary action by April 14th the

Prosecutors office will proceed with legal action to compel their compliance with the order.

04122017-07: Warren Walker approved the carryover of 50 hours of sick time from Captain Doug Brown's previous employer (Butler Tech).
2nd by Carl Ritter

Vote: CR, WW, HG-abstain Both Aye Motion Carried

- Chief Moulden reported that OTARMA is offering the MORE Grant (authorized for personnel protective equipment) again this year and requested authorization to apply for the grant for \$500.00 to purchase two additional fire helmets. The Board agreed to the request and a motion is not required.

04122017-08: Carl Ritter moved to approve AMCARE as the provider of drug screening for Township employees at the cost of \$100.00/year for program administration and \$44.00/drug screening. AMCARE is approximately \$250.00/year higher than the current provider (Mercy Health Solutions) but provides expanded hours for personnel to complete the testing.

2nd by Warren Walker

Vote: WW, CR, HG-abstain Both Aye Motion Carried

04122017-09: Carl Ritter moved to authorize purchase of two sets of firefighter turnout coats and pants for \$4,220.00. Funds to come from line item: 2281-230-420-1400. Funds were previously budgeted.

2nd by Warren Walker

Vote: WW, CR, HG All Aye Motion Carried

04122017-10: Carl Ritter moved to authorize purchase of twenty Scott 2216 PSI SCBA Bottles-Refurbished with ten years of life remaining for \$8,320.00. Funds to come from line item: 2111-220-430-4000. Funds were previously budgeted.

2nd by Warren Walker

Vote: HG, WW, CR All Aye Motion Carried

Township Administration – Chief David Moulden

- Chief Moulden spoke with Rebecca at Time Warner Cable on April 5, 2017 regarding Franchise Fees. The Township's 2016 fourth quarter fees were sent to Waynesville, Ohio. They are working on getting a check to us. Rebecca was contacted again on April 10th. The check should be issued today and received by the end of the week.
- Community Center Project Update:
 - Paving completed on April 11th.
 - Completion of brick work, front and rear awnings and gutters is scheduled for week of April 17th.
 - Project completion is expected by April 30th.
- Gas Station Cleanup Project (Frost property in Edenton):
 - Grant award answer expected by the end of April.
- Chief Moulden received legal opinion from Assistant Prosecuting Attorney, Mr. Allen Edwards, regarding how we close out the Police Funds and what is done with the remaining money. Under ORC 505.55 remaining monies should be paid into the General Fund of the Township and may be expended for any public purpose duly authorized by the Township Board of Trustees.
- Chief Moulden presented a Township Newsletter Draft for 2017, with a goal of publishing and distributed by May 1, 2017. A listing of 1,999 Township and Village of Newtonsville addresses was obtained from the County GIS Division. Estimated cost to send Newsletter is \$1,600.00 (\$640.00 in copier cost and \$960.00 postage). Another option is to send post cards to residents (\$0.34/copy) with a notification that the Newsletter is available on the Township web site.
- The bid package for 2017 road paving is completed and approved through the Prosecutors Office. \$44,200.00 is budgeted for 2017 paving. Chief Moulden recommended that we advertise for two weeks on the paper as required with a bid opening date of May 10th at 7:00 p.m.

- Chief Moulden spoke with Lyle Bloom from the Clermont County Water Resources Board about the old Church property in Newtonsville. He has talked to the Prosecutors Office and there is no way to waive the sewer fees for the property. If the Board purchased they would be required to pay the \$46,343.00 in special assessment. Chief Moulden recommends that the Board of Trustees not pursue purchase of the property.
- The old Tractor (1977 International) and old cemetery fencing were sold on GovDeals. Tractor sold for \$10,000.00 and fence for \$3,100.00

04122017-11: Warren Walker moved to approve the Cemetery Rules, Regulations and Rate Schedule for the Township Cemeteries. This schedule reflects the current rates as of April 2017.

2nd by Carl Ritter

Vote: HG, WW, CR All Aye Motion Carried

- Chief Moulden submitted applications for Zoning Board of Appeals from Allen Carrier and Lisa Moore (both Township Residents) to the Board. The Board requested that Chief have the applicants attend the Work Session on April 26th at 7:00.
- Chief Moulden updated the Wayne Township Personnel Policy Manual, incorporating all the changes the Board of Trustees has made since the Manual was last updated in April of 2010. A copy of the Manual was provided for the Boards review and approval. The Board will review the Manual at the Work Session on April 26th.
- Chief Moulden and Jason Browning put together a Capital Equipment Replacement Plan for the Township. The Board was provided updated copies of the plan for 2017. All Capital Equipment proposed in 2014-2017 has either been purchased or dates updated. The only equipment for 2017 is the phased replacement of SCBA and Firefighter Turnout Gear (approved with Resolution **04122017-09** and **04122017-10** earlier in this meeting). There is no other Capital Equipment recommended for replacement until 2020.

04122017-12: Carl Ritter moved to hold a Township Records Commission Meeting at the Work Session on April 26th, 2017 at 6:45 p.m.

2nd by Harold Grosnickle

Vote: WW, HG, CR All Aye Motion Carried

- The purpose of the meeting will be to request through the County Historical Society and the State Auditor’s Office permission to dispose of all records older than what we are required to keep as per our Township Records Retention Schedule RC2. Chief Moulden directed Scott Nause to start scanning Township Records into electronic files as weather and down time exists.
- Chief Moulden talked to Chris Clingman from the Clermont County Park District. The State has asked for a letter from the Park District on interest in the County taking over Stonelick State Park. Mr. Clingman was directed by the Clermont County Park District Board to draft that letter and send to the State. Negotiations are expected to take some time to complete.
- The Township is eligible to apply for the Township Safety Sign Grant Program for 2017. The program provides up to \$50,000.00 per Township for safety sign materials (signs, posts, and hardware) for Townships which have been determined to:
 - a) Have been ranked as having a greater than average crash rating across the Township based upon crash history for the last 5 years.
 - b) Not have been funded under this grant before.
 Chief Moulden will attend a pre-grant meeting in Columbus on April 19th. Jason Browning is working on a list of signs, posts and hardware required for grant submission.
- Jason Browning submitted a list of culvert pipes needing replacement. \$3,100.00 is needed and only \$1,400.00 is budgeted for culvert pipes. Chief Moulden requested the Board approve a line item transfer of \$2,000.00 from 2231-330-599-0000 to 2231-330-329-2202 to cover the additional cost. Mr. Grosnickle requested the issue be tabled until the next meeting.

- Road department conducted culvert repairs on Moler, Manila and Shiloh in the last month.
- The driveway at Edenton Cemetery was washed out after a large rain last month. Driveway repairs have been completed and an additional catch basin and associated water discharge line was installed.

04122017-13: Warren Walker moved to approve the installation of a split rail fence at Edenton Cemetery by the Road Department at a cost of \$1,600.00 for materials. Money received from the Plainview fence sold on GovDeals to pay for new fence materials for Edenton.

2nd by Carl Ritter

Vote: HG, WW, CR All Aye Motion Carried

- Ditching of Township Roads continues. Roads completed: Leuders, Meek, Park, Roudebush, Maffey, Bauer, Lair, and No. 9 has been started. Mr. Grosnickle requested that Jordan and No. 5 be completed.
- Hotbox for Road patching: \$19,200.00. Use \$9,250.00 from sale of International tractor on GovDeals and \$10,000.00 pull down from cash carryover. Note: For Tom Hembree to pave the necessary culvert pipe replacements in 2017 will be over \$11,000.00 at last year's prices. Mr. Grosnickle requested the issue be tabled until April 26th Work Session.

04122017-14: Carl Ritter moved that the Board of Trustees approve a Resolution requesting the change in Zoning for the old fire station (Edenton) from low density residential to general business.

2nd by Warren Walker

Vote: HG, WW, CR All Aye Motion Carried

- Kevin Castle sent final letters to four properties. Two property owners have responded and are in progress of cleaning up the properties. Two have not responded and will be moving those to the Mediation process.
- Communications Tower Project:
 - Expected on-site work to start the first week of May. Temporary driveway to be added behind the salt barn to keep concrete truck and crane traffic off the new pavement.
- Chief Moulden recommended that the Board of Trustees purchase a 14 foot by 28 foot by 7-foot-tall Pavilion enclosure for the concrete pad behind the Community Center. Cost is \$1,915.00 with funds to come from 2111-220-430-4000 (\$1,000.00) and 1000-760-720-9910 (\$915.00). This Pavilion will be available for use by Fire and EMS Personnel as well as be available for use by people renting or using the Community Center. The Board decided to look at more options at the next meeting.
- Cemetery YTD = \$10,075.00

04122017-15: Warren Walker moved to approve 1/15//2017, 1/25/2017, and 2/22/2017 Minutes as written.

2nd by Carl Ritter

Vote: WW, CR, HG All Aye Motion Carried

04122017-16: Harold Grosnickle moved to adjourn at 9:20 p.m.

2nd by Warren Walker

Vote: WW, CR, HG All Aye Motion Carried

Carl Jason Ritter, Chairman

Warren Walker, Vice Chairman

Harold Grosnickle, Trustee

Sandra Borchers, Fiscal Officer