

**Wayne Township Board of Trustees  
Regular Meeting  
July 17, 2024**

**Call to Order:** Teresa Hinnens 7:00p

**Roll Call:** Teresa Hinnens, Harold Grosnickle, Jason Ritter, Sandy Borchers

**Guests:** M. Abney, S. Allen, C. Cox, J. Grosnickle, J. Browning, W. Walker, D. Moulden

**Prayer & Pledge**

**Public**

None

**20240715-01 Harold Grosnickle moved to approve agenda with noted modifications:  
New business item and old business item.**

**2<sup>nd</sup> Jason Ritter      All Aye                      Motion Carried**

The Board recognizes the return of David Moulden filling the role of township administrator and looks forward to his service.

**Fiscal Officer Report**

June 2024

Total Fund balance: \$1,617,912.79

Savings: \$0

Investments: \$0

Checking: \$1,617,912.79

Revenue: \$155,945.55

Expenses: \$114,420.88

Checks Issued / Payments: #37119 - #37176

EFT Issued (Payroll): #250 - #290

Local banks advertising higher savings rates. Consideration will be brought to the Board for deposit adjustments.

**20240715-02 Jason Ritter moved to pay all bills.**

**2<sup>nd</sup> Harold Grosnickle      All Aye                      Motion Carried**

**Township Administrator**

Administrator Report Attached

Met with department heads

Developed a job description for zoning admin asst and zoning administrator for Board review

ARPA fund status

Administrator authorized to set up office space in township administration building

Discussed mutual aid contract with Jackson Township that ends December 2025.

Request adoption of resolution to authorize Township Administrator to sign Kroger National Opioid Settlement agreement

Trustee Ritter requested status of blighted property demolition grant funding.

**20240715-03 Harold Grosnickle moved to authorize township administrator to issue the “Public Announcement” when the approved document is received from the Clermont County Prosecutor Office for the roof replacement project at 794 Wright St. Batavia, OH 45103 requesting architect and engineering firms provide “Statement of Qualifications” in accordance with Ohio Revised Code 153.65-73.**

**2<sup>nd</sup> Jason Ritter      All Aye                      Motion Carried**

**20240715-04 Harold Grosnickle moved in accordance with Ohio Revised Code 153.69 the Board of Trustees resolves to authorize the township administrator to collect, evaluate, and rank the statements of qualifications. The township administrator will notify the Board in writing, rank the firms that provided statement of qualifications and enter into contract negotiations with the highest ranked firm. Upon successful contract negotiations the proposed contract for architectural and engineering services will be provided to the Board of Trustees for formal approval by resolution.**

**2<sup>nd</sup> Teresa Hinnners   All Aye                      Motion Carried**

**20240715-05 Harold Grosnickle moved to authorize township administrator to sign the Kroger National opioid Settlement agreement documents as provided by the Opioid Implementation Administrator.**

**2<sup>nd</sup> Teresa Hinnners   All Aye                      Motion Carried**

### **Fire / EMS**

June 2024 Report submitted by R. Fletcher – Attached

Responded to 56 calls for service consisting of 45 EMS and 14 Fire

8 EMS calls for service into Jackson Township. Invoice sent 7/1/24

**20240715-06 Teresa Hinnners moved to accept resignations of April Borgarding and April Travis effective 7/17/24.**

**2<sup>nd</sup> Harold Grosnickle      All Aye                      Motion Carried**

Fire inspections scheduled to begin 9/1/24

EMS grant applications for equipment and supplies open 9/1/24

### **Roads**

Supervisor on vacation 7/18/24 - 7/29/24 and volunteering at the Clermont County Fair

All township road signs have been cleaned

Road and township limit signs will be installed during the period of 7/18/24 – 7/29/24.

Road mowing schedule will resume after mower repair completed.

Tree line work along Gladly completed and required 23 hours of labor. Waiting on stump removal quotes.

## **Cemetery**

\$18,900 YTD revenue

3 lot sales

16 funerals

2 cremations

Surface repair work and area near drain completed.

Catch basin installed and cross pipe replaced.

Mowing schedule has been current

## **Zoning**

June 2024 Zoning Report Attached

14 permits issued

33 violations – 22 are now compliant

Ongoing complaints regarding properties on Taylor and Lucas

Paperwork forthcoming for a declaration of nuisance

2 BZA hearings completed. One variance granted and other was denied

Growth management plan – associated surveys will be provided to Board

Survey drafts will be presented to Board for review

Working with asst prosecutor regarding properties under active citation

Invoice received from consultant. Status of payment and balance needs confirmed

BZA staffing levels addressed.

**20240715-07 Harold Grosnickle moved to add Article 16 section 16.1 through 16.7 effective in 30 days if approved.**

**2<sup>nd</sup> Teresa Hinnners All Aye Motion Carried**

## **Old Business**

**20240715-08 Harold Grosnickle moved to assign \$10,000 from General Fund to Township Administrator wage fund.**

**2<sup>nd</sup> Jason Ritter All Aye Motion Carried**

**20240715-09 Harold Grosnickle moved to authorize Township Administrator to sign for repair expenses in an amount not to exceed \$2500 and Township Administrator authorized to sign for general expenses in an amount not to exceed to \$1000.**

**2<sup>nd</sup> Teresa Hinnners All Aye Motion Carried**

**20240715-10 Teresa Hinnners moved to use ARPA Funds to pay for the paving of Plainview Cemetery.**

**2<sup>nd</sup> Teresa Hinnners All Aye Motion Carried**

**New Business**

**20240715-11 Harold Grosnickle moved to modify the accrued vacation policy in that an employee earns an additional week of vacation upon 20 years of employment service.**

**2<sup>nd</sup> Teresa Hinnners All Aye Motion Carried**

**20240715-12 Jason Ritter moved to have Township apply for state cemetery grant.**

**2<sup>nd</sup> Teresa Hinnners All Aye Motion Carried**

Storm damage to roof to township building on St. Rt 133 will be reviewed and considered for insurance review.

Administrator will contact ODNR and state park administration to discuss parcel boundaries.

**20240715-13 Harold Grosnickle moves to authorize the purchase of a laptop computer and appropriate accessories in an amount not to exceed \$800. The laptop will be assigned to the Township Administrator.**

**2<sup>nd</sup> Teresa Hinnners All Aye Motion Carried**

**20240715-14 Harold Grosnickle motioned for executive session at 8:00pm under ORC 121.22 G(1)**

**2<sup>nd</sup> Teresa Hinnners All Aye Motion Carried**

Executive Session Overlay: discussion of disciplinary action of an employee

Review of prior meeting minutes tabled.

**20240715-15 Harold Grosnickle motioned to adjourn at 8:21pm**

**2<sup>nd</sup> Teresa Hinnners All Aye Motion Carried**

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**Teresa Hinnners, Chariman**

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**Harold Grosnickle, Trustee**

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**Jason Ritter, Trustee**

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**Sandra Borchers, Fiscal Officer**