

**Wayne Township Board of Trustees
November 28, 2018
Work Session**

Call to Order: Chairperson, Warren Walker at 7:00 p.m.

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

Guests: Bruce Barricklow, Sue Allen, Kathy Fuchs, Dennis Elchlinger, James Kidwell, Allan Dierker

Prayer & Pledge: Waived

Public

- Mr. Barricklow, from Harlan Township, introduced fund raising for fence replacement at Woodville Cemetery.

20181128-01: Teresa Hinnners moved to go into Executive Session at 7:08 p.m. under ORC 121.22 G(1) to discuss employment issues.

2nd by Warren Walker

Vote: WW, TH, JR All Aye Motion Carried

20181128-02: Teresa Hinnners moved to resume Regular Session at 7:30 p.m.

2nd by Warren Walker

Vote: WW, TH, JR All Aye Motion Carried

- Overlay – Succession plan for Chief Moulden’s retirement in 2020 and Records Retention Policy.

20181128-03: Jason Ritter moved to accept Records Retention Schedule as written with exception of audio recording to retain for 2 years.

2nd by Teresa Hinnners

Vote: WW, TH, JR All Aye Motion Carried

20181128-04: Warren Walker moved to schedule exit interview with Kevin Castle on December 5, 2018 at 6 p.m.

2nd by Teresa Hinnners

Vote: WW, TH, JR All Aye Motion Carried

- Mr. Castle presented the Zoning Job Description to the Board and his letter of resignation as Zoning Administrator effective 12/20/2018.

Fire

20181128-05: Warren Walker moved to accept the request for a Leave of Absence from EMT Mysti Hixson until April 2019, due to her having surgery on December 5, 2018 with a 12-week recovery period.

2nd by Teresa Hinnners

Vote: WW, TH, JR All Aye Motion Carried

- Proposal to close Newtonsville Fire Station and sale of Rescue Truck and Training Engine was tabled.
- Chief Moulden submitted the 2019 Fire Department Budget to the Board.

Township Items

20181128-06: Jason Ritter moved to appoint Teresa Hinnners as Liaison over the Zoning Department from 12/1/2019 to 12/31/2019.

2nd by Warren Walker

Vote: WW, TH, JR All Aye Motion Carried

20181128-07: Jason Ritter moved to appoint Warren Walker as Liaison over Cemeteries and Woodville Joint Board.

2nd by Teresa Hinnners

Vote: WW, TH, JR All Aye Motion Carried

20181128-08: Warren Walker moved to appoint Jason Ritter as Liaison over Fire and Road Departments from 12/1/2019 to 12/31/2019.

2nd by Teresa Hinnners

Vote: WW, TH, JR

All Aye

Motion Carried

- 2017 Clermont County Parks Grant – Warren Walker new point of contact.
- ODOT Sign Grant and MVL checks – Jason Ritter new point of contact.
- Community Center Project – All Board Members new point of contact.
- Gas Station Cleanup Project Grant – Teresa Hinnners new point of contact.
- Public Employment Risk Reduction Program (Completion and submittal of OSHA Form 300P and 300AP) – Sandra Borchers new point of contact.

Cemeteries

- Trustee Hinnners has received bids for fence at Edenton Cemetery and will present them at the next meeting.
- Chief Moulden's request for vacation from 12/24/2018 to 12/27/2018 approved by the Board.
- Board agreed to give Chief Moulden a Thank You card and gift card in appreciation for being Administrator.

Old Business

- None

New Business

- Resignation of Chief Moulden as Administrator was accepted.
- Personnel Policy - Reviewed 2 chapters.

20181128-09: Warren Walker moved to approve minutes from 8/22/2018 with changes as noted.

2nd by Jason Ritter

Vote: WW, TH – abstain, JR

2/3 Aye

Motion Carried

20181128-10: Warren Walker moved to approve minutes from 9/19/2018 with changes as noted.

2nd by Teresa Hinnners

Vote: WW, TH, JR – no

2/3 Aye

Motion Carried

20181128-11: Teresa Hinnners moved to approve the minutes from 10/22/2018 as written.

2nd by Warren Walker

Vote: WW, TH, JR

All Aye

Motion Carried

20181128-12: Teresa Hinnners moved to approve the minutes from 10/31/2018 with corrections.

2nd by Warren Walker

Vote: WW, TH, JR

All Aye

Motion Carried

20181128-13: Teresa Hinnners moved to adjourn at 9:43 p.m.

2nd by Jason Ritter

Vote: WW, TH, JR

All Aye

Motion Carried

Warren Walker, Chairperson

Teresa Hinnners, Vice Chairperson

Jason Ritter, Trustee

Sandra Borchers, Fiscal Officer