

**Wayne Township Board of Trustees  
Records Retention Commission Meeting  
April 26, 2017**

**Call to Order:** Chairman, Carl Ritter at 6:50 p.m.

**Roll Call:** Carl Ritter, Warren Walker, Harold Grosnickle – absent, Sandra Borchers - absent

**Guests:** Vince Faris – Clermont County Prosecutor, Ernie Ramos – Clermont County Assistant Prosecutor

**Prayer & Pledge:** Waived

**Purpose:** The purpose of this meeting is for the Township Records Commission to authorize a letter to the Historical Society requesting permission to delete/dispose of records that are outside our RC2 Retention Schedule. Once approved by the Historical Society the request must be submitted to the State Auditor's Office. Disposal of Records can begin after authorized by the State Auditor.

**04262017-01RC:** Carl Ritter moved to authorize a letter to the Historical Society requesting permission to delete/dispose of records that are outside our RC2 Retention Schedule.

2<sup>nd</sup> by Warren Walker

**Vote: CR, WW**

**Both Aye**

**Motion Carried**

**04262017-02RC:** Carl Ritter moved to adjourn at 6:54 p.m.

2<sup>nd</sup> by Warren Walker

**Vote: CR, WW**

**Both Aye**

**Motion Carried**

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**Carl Jason Ritter, Chairman**

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**Warren Walker, Vice Chairman**

**ABSENT**

**ABSENT**

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**Harold Grosnickle, Trustee**

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**Sandra Borchers, Fiscal Officer**

**Wayne Township Board of Trustees  
Work Session  
April 26, 2017**

**Call to Order:** Chairman, Carl Ritter at 7:02 p.m.

**Roll Call:** Carl Ritter, Harold Grosnickle, Warren Walker, Sandra Borchers – absent

**Guests:** Vince Faris – Clermont County Prosecutor, Ernie Ramos – Clermont County Assistant Prosecutor, Beverly Thomas, Lisa Moore, Allen Carrier

**Prayer & Pledge:** Waived

**04262017-01:** Harold Grosnickle moved to pay all bills.

2<sup>nd</sup> by Carl Ritter

**Vote: CR, HG, WW**

**All Aye**

**Motion Carried**

**04262017-02:** Harold Grosnickle moved to approve all Then & Now Certificates of Purchase as needed.

2<sup>nd</sup> by Carl Ritter

**Vote: CR, HG, WW**

**All Aye**

**Motion Carried**

- Applicants for the Zoning Board of Appeals, Lisa Moore and Allen Carrier were interviewed. There are two openings on the ZBA and one opening for an alternate.

**04262017-03:** Carl Ritter moved to appoint Lisa Moore to the Zoning Board of Appeals for a four-year term to 2021.

2<sup>nd</sup> by Harold Grosnickle

**Vote: CR, HG, WW**

**All Aye**

**Motion Carried**

**04262017-04:** Carl Ritter moved to appoint Allen Carrier to the Zoning Board of Appeals for a five-year term to 2022.

2<sup>nd</sup> by Harold Grosnickle

**Vote: CR, HG, WW**

**All Aye**

**Motion Carried**

- Wayne Township Fire & Rescue received the 2016 Fire Department Training Grant for \$2,000.00. This covers the cost Fire Training Academy Classes for Department members.
- Community Center Project Update:
  - A. Remaining work includes sealing paving edges and Canopy of rear door.
  - B. Prices were obtained for a nicer Pavilion for the area behind the Community Center, the prices ranged from \$10,600.00 to \$15,000.00 for the materials plus installation costs.
  - C. Sherry Cmar at CDBG still has not received the 2017 CDBG budget amount from HUD. She will let us know as soon as she gets the info. One of the approved projects has been pulled from consideration which means we will receive a larger amount for our project but she won't know numbers until the CDBG numbers are received.
- Statistics for our Township web site – Monthly visit average = 2,119. March 2017 is the highest at 2,593 visits.

**04262017-05:** Harold Grosnickle moved to advertise for bids on the 2017 paving project. Bids to be opened on May 24<sup>th</sup> at 7:15 p.m.

2<sup>nd</sup> by Carl Ritter

**Vote: HG, CR, WW**

**All Aye**

**Motion Carried**

**04262017-06:** Harold Grosnickle moved to pull down \$5,000.00 from fund 2011, \$10,000.00 from fund 2021, \$42,000.00 from fund 2031, \$20,000.00 from fund 2231, this is in addition to the \$44,200.00 already budgeted for paving. Total = \$121,200.00.

2<sup>nd</sup> by Carl Ritter

**Vote: HG, CR, WW**

**All Aye**

**Motion Carried**

- The Wayne Township Personnel Policy Manual was last updated in April 2010. Chief Moulden incorporated all the changes the Board of Trustees has made to the manual since that date. A draft copy of the updated manual was provided at the last meeting to the Board for review and approval. Mr. Grosnickle would like to review the draft at the May 24<sup>th</sup> meeting.
- Chief Moulden attended the Mandatory Pre-Grant Meeting for the ODOT Sign Grant for 2017. The Township is eligible to apply for up to \$50,000.00 in sign materials.

**04262017-07:** Warren Walker moved to approve a line item transfer of \$2,000.00 from 2231-330-599-0000 to 2231-330-329-2202 to cover the additional cost of culvert pipes needed.

2<sup>nd</sup> by Harold Grosnickle

**Vote: HG, CR, WW**

**All Aye**

**Motion Carried**

- Ditching of Township roads continues. Roads completed: Leuders, Meek, Park, Roudebush, Maffey, Bauer, Lair, No. 9, Johnson, and started Jordan. Road mowing will begin about May 12<sup>th</sup>.
- Purchase of a Hotbox for Road patching was tabled until the next work session.
- 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.
- **04262017-08:** Carl Ritter moved to have Rocky Harris remove the nuisance causing excess dirt from Plainview Cemetery, level and clean up at no charge. The dirt has no value to Wayne Township.

2<sup>nd</sup> by

**Vote: HG, CR, WW**

**All Aye**

**Motion Carried**

- Road Report – Harold Grosnickle
  - Additional discussion to be held on May 24<sup>th</sup>.
- Cemetery – Warren Walker
  - Mowing Status – Wade’s doing a good job.
  - Scattering Garden – To begin within the next two weeks, weather permitting.
  - Crash Report #13064413 at Plainview Cemetery.
    - No property damage.
    - Chief will have Jason Browning review and check for damage.
- National Day of Prayer
  - Thursday May 4<sup>th</sup>.
  - Edenton First Baptist Church invited the Township Board of Trustees, Chief, and staff. Township personnel would be given a few minutes to give a status report and needs of the Community. A group in attendance will pray for the Township’s needs, Leadership, and Emergency Response Personnel.
  - Mr. Walker will attend.
- Report of a propane business on Ingle Rd.
  - Zoning Inspector will investigate.
- Property on Roudebush that burnt has someone living on site and causing problems with neighbors. Chief will ask Deputy to patrol.

**04262017-09:** Carl Ritter moved to adjourn at 8:10 p.m.

2<sup>nd</sup> by Warren Walker

**Vote: HG, CR, WW**

**All Aye**

**Motion Carried**

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**Carl Jason Ritter, Chairman**

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**Warren Walker, Vice Chairman**

**ABSENT**

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**Harold Grosnickle, Trustee**

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**Sandra Borchers, Fiscal Officer**