



# **WAYNE TOWNSHIP**

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## **BUTLER COUNTY, OHIO**

### **REGULAR TRUSTEES MEETING MINUTES DECEMBER 16TH, 2024**

5967 Jacksonburg Road, Trenton, Ohio 45067 Phone 513-217-7317

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#### Wayne Township Trustees

BILL JONES  
ED TRUSTER  
TIM TAYLOR

#### Fiscal Officer/ Zoning

LAURA DALEY

#### CALL TO ORDER

Trustee Bill Jones called the regular trustees meeting to order at 7:01pm.

#### PLEDGE OF ALLEGIANCE

Everyone stood for the pledge of allegiance to our flag.

#### ROLL CALL

Roll call was taken; 3 ayes, 0 nays, 0 absent. Everyone was present.

#### PRESENTATIONS

None.

#### AUDIENCE OF PUBLIC

None.

#### APPROVAL OF MINUTES

- November 25th, 2024 Regular Meeting Minutes

A motion to approve the minutes as written was made by Trustee Ed Truster, followed by a second by Trustee Tim Taylor. Roll call was taken; 3 ayes, 0 nays, 0 absent.

#### REPORTS

- Fiscal Officer
- Fire
- Road – will be presented at January's regular meeting.
- Zoning

#### UNFINISHED BUISNESS

1. None.
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**WAYNE TOWNSHIP**  
**BUTLER COUNTY, OHIO**

NEW BUSINESS

1. Discussion of cemetery rates; Wayne Township's rates were compared to St. Clair Township's, Madison Township's, and Liberty Township's. A motion to adopt rates will be presented at the 2025 Organizational meeting.
2. Discussion regarding Organizational meeting agenda.
  - a. The agenda will be updated to reflect the new cemetery rates.
  - b. Zoning rates will remain the same.
  - c. Trustees discussed if there will be any changes to those that held specific responsibilities.

LEGISLATION

1. None.

AUDIENCE OF PUBLIC

Teri Nichols: Wayne Township website designer – Ms. Nichols reported that the deadline to add information and or submit an article for the newsletter would be February.

AUDIENCE OF TRUSTEES

Trustee Ed Truster asked if liquid needed to be added to the salt trucks. The road department informed him that liquid spreaders will be added to future trucks, as well, a poly tank for storage of the liquid or it would need to be purchased from the County but at this time we will not be adding the additional equipment to our current fleet.

EXECUTIVE SESSION

1. REQUEST FOR AN EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL MATTERS ORC 121.22(G)(1) – REFERRING TO THE COMPENSATION OF A PUBLIC EMPLOYEE OR OFFICIAL, LICENSEE, OR REGULATED INDIVIDUAL.

Trustee Tim Taylor motioned to enter executive session, followed by a second by Trustee Ed Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent. Executive session began at 7:33pm.

Trustee Bill Jones motioned to exit executive session, followed by a second by Trustee Ed Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent. Executive session ended at 8:36pm.

NEXT MEETING

- January 6th, 2025, Monday at 7p – Organizational Meeting
- January 21st, 2025, Tuesday at 7pm - Regular Trustees Meeting.



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UPCOMING EVENTS

- December 17<sup>th</sup>, 6:00pm- Fire Dept. Staff Christmas party
- January 29<sup>th</sup>-31<sup>st</sup> – OTA Conference

ADJOURNMENT

Trustee Bill Jones motioned to adjourn the meeting, followed by a second by Trustee Ed Truster. Roll call was taken, 3 ayes, 0 nays, 0 absent. The December 16<sup>th</sup>, 2024 Regular Trustees meeting was adjourned at 8:36pm.

# Wayne Township

## Fiscal Officer Report

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December 16th, 2024

- All Invoices, Receipts, and Payroll are complete to date.
- Filed and paid monthly payroll taxes.
- Monthly Bank Reconciliation and Finance Reports have been completed and presented to Trustees.
- November regular meeting minutes were completed.
- December meeting agenda prepared.
- Fund reports and current budgets are available upon request. \*Please note that the year-end procedures have begun and spending needs to be kept to a minimum until after the organizational meeting has taken place and the appropriations and purchase orders for 2025 are in place.
- Year-end training and procedures are currently underway.
- Hope and I are awaiting our notary stamps to be delivered.
- 2025 is an audit year for us. This should begin around February of '25.
- Professor Matthew Nunes updated us that the Community Grant Writing project is almost complete. Their finished grant proposals will be sent to us upon the completion and each department can review the proposals and decide which ones they would like to submit, and to whom they would like to submit them to. Again, I want to thank Professor Nunes and his students for working with us on this project as it is a great opportunity for the Township to have these proposals written for us.



WAYNE TOWNSHIP  
FIRE DEPARTMENT  
4575 OXFORD MIDDLETOWN ROAD



## Trustee Report December 16, 2024

### November Calls for Service:

Total Calls: 33

- \*8 calls for FD only
- \*8 calls for EMS only
- \*17 calls EMS/FD both (11 Medic related, 1 MVA, 5 Fire Related)
  
- \*4 missed call (1 Dual dispatch, 0 EMS only, 3 Fire only)
- \*2 calls where fire responded but needed mutual aid medic

#### \*EMS

- \*13 Transports
- \*6 Non-Transports
  - \*4 Pt Refusals
  - \*1 Death
  - \*1 Assist FD

#### \*FIRE

- \*5 Contract Area
- \*2 Mutual Aid Structure Fires

#### Other

- \*Tanker had to be repaired after 11/30 vehicle fire
- \*Septic issue again

WAYNE TOWNSHIP  
ZONING DEPARTMENT  
5967 JACKSONBURG ROAD

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December 16th, 2024

- Zoning Certificates
  - New Construction – 5430 Wayne Milford Rd.
- Violations (letters sent)
  - None.
  - No new information to date.
- Complaints
  - None.
- Resident request
  - requested information on lots for sale, permitted uses, accessory structure questions.
  - letters of exemption for residents not required to get a zoning certificate.
- Board of Zoning Appeals
  - No new business.
- Zoning Commission
  - will communicate through email whether a meeting is warranted.
- Other
  - None.