



## COUNCIL AGENDA

**Monday, March 18, 2024 – 7:00 pm**  
**Waynesville Municipal Building, 1400 Lytle Road**

- I. Roll Call
- II. Pledge of Allegiance
- III. Mayor (for purposes of acknowledgments)
- IV. Disposition of Minutes of Previous Meetings  
Council, March 4, 2024 at 7:00 p.m.
- V. Public Recognition/Visitor's Comments (A five minute per person time limit will be allowed for each speaker unless more time is requested and approved by a majority of the council)
  - Major Steve Arrasmith – Warren County Drug Task Force
  - Chief Beckett – Wayne Township Fire Department
- VI. Old Business
- VII. Reports
  - Standing Council Committees
    - a) Finance Committee
    - b) Public Works Committee
    - c) Special Committees
  - Village Manager's Report
  - Police Report
  - Finance Director's Report
  - Law Directors Report
- VIII. New Business:

**Legislation:**

**Reading of Ordinances and Resolutions:**

## **First Reading of Ordinances and Resolutions:**

### **RESOLUTION NO. 2024 - 007**

AFFIRMING THE DETERMINATION OF COUNCIL TO DONATE \$500 TO THE MAINTENANCE OF OLD MAIN STREET (MOMS) COMMITTEE

### **ORDINANCE NO. 2024-008**

AN ORDINANCE APPOINTING JAMIE MORLEY TO THE POSITION OF FINANCE DIRECTOR AND AUTHORIZING THE VILLAGE MANAGER TO EXECUTE ANY NECESSARY AND RELATED CONTRACTS AND DECLARING AN EMERGENCY

### **RESOLUTION NO. 2024-009**

A RESOLUTION APPROVING THE COUNTYWIDE 9-1-1 FINAL PLAN AND DECLARING AN EMERGENCY

## **Second Reading of Ordinances and Resolutions:**

### **Tabled:**

IX. Executive Session

X. Adjournment

*Next Regular Council Meeting:*

**April 1, 2024 at 7:00 pm**

*Upcoming Meetings and Events:*

Public Works Committee, April 1, 2024 @ 6:00 p.m.

\*Special Meeting of Council, March 18, 2024 @ 6:00 p.m.

Finance Meeting, March 21, 2024 @ 5:00 p.m.

MOMS Meeting, March 25, 2024 @ 6:00 p.m.

\*Council will go into executive session under ORC Section 121.22 | Public meetings – exceptions: Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

**DRAFT**

**Village of Waynesville  
Council Meeting Minutes  
March 4, 2024 at 7:00 pm**

Present: Mr. Chris Colvin  
Ms. Joette Dedden  
Mr. Zack Gallagher  
Mayor Earl Isaacs  
Mr. Troy Lauffer  
Mrs. Connie Miller  
Absent: Mr. Brian Blankenship

Village Staff Present: Jeff Forbes, Law Director; Chief Gary Copeland, Village Manager and Safety Director; Jamie Morley, Clerk of Council

*CLERK’S NOTE- This is a summary of the Village Council Meeting held on Monday, March 4, 2024.*

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Mayor Isaacs called the meeting to order at 7:00 p.m.

Mayor Isaacs motioned to excuse Mr. Blankenship from tonight's meeting, and Mr. Gallagher seconded the motion.

Motion – Isaacs  
Second – Gallagher

**Roll Call – 6 yeas**

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**Mayor Acknowledgments**

Mayor Isaacs said construction continues throughout the Village and it will be nice when everything is completed.

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**Disposition of Previous Minutes**

Mr. Colvin motioned to amend the February 20<sup>th</sup> minutes under new business by adding “and” and deleting the period in the third-to-last sentence. He also asked to replace “he” with “Mr. Forbes” in the second-to-last sentence. Mr. Lauffer seconded the motion.

Motion – Colvin  
Second – Lauffer

**Roll Call – 6 yeas**

Mr. Lauffer motioned to approve the Council minutes as amended for the February 20, 2024 Council meeting, and Mr. Colvin seconded the motion.

Motion – Lauffer

Second – Colvin

**Roll Call – 6 yeas**

Ms. Dedden asked Mr. Forbes about the motion at the last meeting to donate \$500 to the MOMS Committee. She wanted to ensure this was allowed as she remembers in the past, it was determined that dues to the Chamber were not permissible, as donations must be patriotic. Mr. Forbes responded that the auditor’s primary concern would be whether the donation had a valid public purpose; if so, it is okay. He stated that the auditor does not look beyond that. Ms. Dedden said she felt the auditor would appreciate a paper trail and suggested a resolution be prepared for this purpose. Mr. Forbes said that is acceptable and this donation is acceptable as it is a valid public purpose as the committee’s purpose benefits the Village. Mr. Colvin wanted to clarify that Council members are active committee members and that the committee's purpose is to maintain old Main Street. He also added that this donation is different than a donation to the American Legion, as Council representatives attend MOMS meetings. Ms. Dedden asked if this donation would be a one-time or a yearly donation. Mr. Colvin stated he was not sure. Mr. Lauffer added that he has been to several MOMS meetings over the years, and this is the first time there have been more than a few members actively interested in benefiting the community and continuing the purpose of MOMS. Mr. Lauffer added he is happy to have more people interested in working together to help improve downtown.

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**Public Recognition/Visitor’s Comments**

Scott Teeters, representing AES, 1900 Dryden Road, informed Council that on February 8, 2024, AES submitted the second phase of the Smart Grid Plan to PUCO. Phase I started in 2021 and will expire in July of 2025. Phase II will continue the installation of smart meters and updating the grid to become a self-healing system to help isolate issues and keep outages to a minimum. Mr. Gallagher asked if this plan falls under capital improvement or a rate increase. Mr. Teeter responded that it would be a capital investment. Mr. Colvin wondered if there are any concerns about privacy issues with smart meters, such as people being able to look at usage and tell if people are home. Mr. Teeters responded that privacy is a significant concern for AES, and they take protecting it seriously by having several safeguards in place. Mr. Colvin asked if individuals can opt out of a smart meter. Mr. Teeters responded yes, but there will be an upfront charge with a monthly fee. He is unsure about the price but will have more information when Waynesville is scheduled to receive smart meters. Mr. Gallagher added that working in the utility industry, there is a considerable push from the government to upgrade to smart systems. Mr. Teeters said the benefits of this next phase would help cut times of outages, explaining that currently, AES does not know when there is an outage unless customers report it. The smart grid will notify AES immediately of outages and isolate it, so the fewest customers are affected. The AMI meter will ping the system if an outage has been resolved. Currently, a truck is dispatched only to find the outage has been fixed. The smart grid will save time so a truck is only

dispatched to current outages. Mr. Teeters also informed Council that AES has just announced Tom Raga as the newest president.

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**Old Business**

None

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**Reports**

**Finance**

The Finance Committee will meet on Thursday, March 21, 2024, at 5:00 p.m. The public is invited to attend.

**Public Works Report**

The Public Works met this evening and went over the progress of current and future projects. The next meeting will be on April 1 at 6:00 p.m.

**Special Committee Reports**

The MOMS Committee is scheduled for March 25 from 6:00 to 7:00.

The Personnel Committee will meet on March 11 at 6:00 p.m.

**Village Manager Report**

- The MOMS Committee marked several trees along Main Street for removal and trimming. The Street Department worked together to remove the marked trees and trimmed the other trees the next day. Several merchants have asked why their tree was removed. Chief Copeland asked if the Chamber could let the merchants know this was a joint decision of WMA, the Chamber, and the Village.
- On March 14, Chief Copeland will attend a Flood Plain meeting at the Warren County Soil and Water. This meeting will address the land at the corner of Route 42 and Route 73.
- Mayor Isaacs and Chief Copeland met with an engineer from EMH&T to discuss the plans for the stoplight at the corner of Route 42 and North Street. The project will not be completed until spring 2025, but they may work on the turn lanes this summer. Centerpoint has been moving several gas lines in

anticipation of this project. To maintain uniformity, the light will be very similar to the light on Routes 73 and 42.

- KT Holden has completed the water main and storm lines on Franklin Road and is now replacing the laterals to the customer's meters. Chief Copeland has a meeting this week to discuss the final phase of repaving the project area, which will be completed sometime in the spring. Choice One has assured him that the crown created by the PRV vault will be evened out during the repaving.
- Smith Corp has completed the water main on Third Street and will begin replacing the laterals and adding the storm line.
- Chief Copeland spoke with Michael Spicer from Moody's and confirmed that the motor for Well 10 is a 40HP according to specs. They are finishing up testing the well and then will soon begin running the lateral under the Mill Race and connecting Well 10 to the system.
- The Street Department fixed a low spot running to Well 10 in the road. There was standing water, making reaching the well difficult. They installed a galvanized pipe under the road, and with all the rain, this area no longer has standing water.
- Surplus items were sold on Gov Deals for a total of \$2842.01. Several small items will still be auctioned off at an in-house auction in the spring.
- Public Works discussed a customer's significant water break. Waiting for Council's direction on how to proceed.

## **Police Report**

- Dispatch calls for service and the Mayor's Court month-end have been provided for review. There are no code enforcement updates as Sgt. Denlinger is on paternity leave.
- Officer Walker attended ARIDE (Advanced Roadside Impairment Training Enforcement) to enhance his skills in detecting and dealing with OVIs. He works the third shift on weekends, and this training should help him tremendously.
- A special Council Meeting with Warren County Emergency Communication is scheduled for March 16 at 6:00 p.m. This meeting will go into an executive session because the village's security will be discussed.

Mr. Lauffer asked about the large water break for a customer. Chief Copeland responded that it was discussed during Public Works. The leak lasted for 45 days and used about 1 million gallons.

**Financial Director Report**

- There is an ordinance tonight to approve final appropriations. The only change from the Finance meeting was the line item for saving for new street lights on Main Street was increased to 180K as Council agreed to save 60K every year. It also includes 25K committed to Wayne Township for the multijurisdictional OPWC grant to repave Corwin Road.

**Law Report**

None

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**New Business**

None

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**Legislation**

**First Reading of Ordinances and Resolutions**

**Resolution No. 2024-006**

A Resolution Adopting the Permanent Appropriations for the Village of Waynesville for Calendar Year 2024 and Declaring an Emergency

Ms. Dedden motioned to waive the two-reading rule for Resolution No. 2024-006, and Mrs. Miller seconded the motion.

Motion – Dedden  
Second – Miller

**Roll Call – 6 yeas**

Ms. Dedden motioned to adopt Resolution 2024-006, and Mr. Colvin seconded the motion.

Motion – Dedden  
Second – Colvin

**Roll Call – 6 yeas**

**Second Reading of Ordinances and Resolutions**

**Ordinance 2024-005**

Amending the Rules of Council

Ms. Dedden motioned to adopt Ordinance 2024-005, and Mr. Colvin seconded the motion.

Motion – Dedden

Second – Colvin

**Roll Call – 6 yeas**

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**Tabled Ordinances and Resolutions**

None

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**Executive Session**

Mr. Colvin motioned to go into executive session at 7:47 p.m. to discuss the employment of a public employee and Mr. Lauffer seconded the motion.

Motion – Colvin

Second – Lauffer

**Roll Call – 6 yeas**

Council returned from executive session at 8:55 p.m., and all six members were present.

Ms. Dedden motioned to have the Law Director write up legislation with a contract appointing Ms. Morley as Finance Director starting April 1, 2024. Mr. Colvin seconded the motion.

Motion – Dedden

Second – Colvin

**Roll Call – 6 yeas**

Mr. Colvin canceled the Personnel meeting scheduled for March 11 since the reason for the meeting was resolved during the executive session.

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All were in favor of adjourning at 8:56 pm.

Date: \_\_\_\_\_

\_\_\_\_\_  
Jamie Morley, Clerk of Council



**RESOLUTION NO. 2024 - 007**

**AFFIRMING THE DETERMINATION OF COUNCIL TO DONATE \$500  
TO THE MAINTENANCE OF OLD MAIN STREET (MOMS)  
COMMITTEE**

WHEREAS, at its meeting of February 20, 2024, Waynesville Village Council unanimously adopted a motion to donate \$500 to the MOMS Committee in furtherance of its stated purpose; and

WHEREAS, the MOMS Committee is an organization committed to making improvements and engaging in maintenance of the Main Street portion of downtown Waynesville; and

WHEREAS, the Village of Waynesville is an active participant and member of the MOMS Committee.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Waynesville, \_\_\_\_\_ members elected thereto concurring:

Section 1. Council for the Village of Waynesville hereby affirms that the donation of \$500 to the MOMS Committee constitutes an expenditure for a valid public purpose benefitting all the residents of the Village of Waynesville.

Section 2. That this Resolution shall be effective from and after the earliest period allowed by law.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Clerk of Council

**ORDINANCE NO. 2024-008**

**AN ORDINANCE APPOINTING JAMIE MORLEY TO THE POSITION OF FINANCE DIRECTOR AND AUTHORIZING THE VILLAGE MANAGER TO EXECUTE ANY NECESSARY AND RELATED CONTRACTS AND DECLARING AN EMERGENCY**

WHEREAS, the Council of the Village of Waynesville, Ohio, has determined that Jamie Morley has the best qualifications necessary to serve as Finance Director for the Village of Waynesville, Ohio; and

WHEREAS, five members of Council are necessary for approval as required by the Charter.

NOW, THEREFORE, BE IT ORDAINED by the Village Council of the Village of Waynesville, \_\_\_\_\_ members elected thereto concurring:

Section 1. That Jamie Morley is hereby appointed to the position of Finance Director for the Village of Waynesville, Ohio.

Section 2. That the Village Manager is hereby authorized to execute the Employment Agreement attached hereto as Exhibit "A" and incorporated herein by reference on behalf of the Village of Waynesville, Ohio.

Section 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and general welfare and shall be effective immediately upon its passage. The reason for said declaration of emergency is the need to fill the position of Finance Director at the earliest possible date.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Attest: \_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

**EMPLOYMENT AGREEMENT**

**with**

**Jamie Morley**

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**Date**

**April 1, 2024**

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# **EMPLOYMENT AGREEMENT**

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## **Introduction**

This Agreement, made and entered on this 1st day of April, 2024, by and between the Village of Waynesville, which is a municipal corporation in Warren County, Ohio (hereinafter called Employer), and Jamie Morley (hereinafter called Employee), an individual who has the education, training and experience in local government finance, both of whom agree as follows:

## **Section 1: Term**

This Agreement shall remain in full force and in effect from April 1, 2024, unless terminated by the Employer as provided in Section 6.04 of the Charter of the Village of Waynesville, or by the Employee as provided in Section 9 of this agreement.

## **Section 2: Duties and Authority**

Employer agrees to employ Jamie Morley as the part-time Finance Director to perform the functions and duties specified in Sections 6.04 and 6.05 of the Village Charter and to perform the duties of Clerk of Council as specified in section 3.11 of the Village Charter and other legally permissible and proper duties and functions.

## **Section 3: Compensation**

- A) **Base Salary:** Employer agrees to pay Employee an annual base salary of \$57,408.00, payable in installments at the same time and date as other management employees of the Employer are paid.
- B) This Agreement shall be automatically amended to reflect any salary adjustments that are provided or required by the Employer's compensation policies.

- C) Consideration shall be given on an annual basis to increase compensation via merit pay increase and/or bonus based upon the results of a performance evaluation conducted by Council under the provisions of Section 10 of this Agreement.**
- D) The Employee shall receive any additional cost of living adjustment provided to other staff.**

## **Section 4: Vacation, Sick Leave, Funeral**

- A) Employee shall be paid out a percentage of accrued sick leave as of March 31, 2024 pursuant to Employer's Personnel Policy Manual. Thereafter, Employee shall accrue sick leave as outlined in the Employer's Personnel Policy Manual.**
- B) Employee shall be entitled to four (4) weeks paid vacation every year.**
- C) The Employee may be granted paid funeral leave with approval of the Council for a maximum of five (5) work days for the death of a spouse or child. "Child" includes a step-child raised in the same household. In the event of a death of an immediate family member, other than spouse or child, the Employee may be granted three (3) work days of leave for the funeral of an immediate family member shall be charged to sick leave. For purposes of this section the "immediate family" is defined as: mother, father, sister, brother, grandparent, grandchild, mother-in-law, father-in-law, daughter-in-law, son-in-law, legal guardian, or other person who stands in place of the Employee's parent.**

## **Section 5: Automobile Expenses**

**All mileage for Village business shall be reimbursed at the applicable rates allowed by the Internal Revenue Service for mileage deduction.**

## **Section 6: Cell Phone Allowance**

The Employer and Employee acknowledge that Employee shall not have a business cell phone allowance.

## **Section 7: Retirement**

Employee shall participate, in the manner provided by law, in the Ohio Public Employees retirement System (OPERS).

## **Section 8: General Business Expenses**

Employer agrees to pay for the following upon approval from Council:

- A) Professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for the Employee's continued professional participation, growth and advancement and for the good of the Employer.
- B) Travel, limited to destinations greater than 25 miles beyond Waynesville, Ohio, and subsequent expenses of Employee for professional and official meetings; occasions to adequately continue the professional development of Employee; and to pursue necessary official functions for Employer, including but not limited to, the annual conferences of local government fiscal officers' organizations in which Employee serves as a member.
- C) Employer acknowledges the value of having Employee participate and be directly involved in local civic clubs or organizations. Accordingly, Employer shall pay for the reasonable membership fees and/or dues to enable Employee to become an active member in local civic clubs or organizations.

## **Section 9: Resignation**

In the event Employee voluntarily resigns his/her position with Employer, Employee shall provide a minimum of thirty (30) days' notice.

## **Section 10: Performance Evaluation**

- A) Employer shall annually review the performance of Employee no later than thirty (30) days prior of his/her anniversary date of employment. The process at a minimum shall include the opportunity for both parties to prepare a written evaluation, meet and discuss the evaluation and present a written summary of the evaluation results. The final written evaluation shall be completed and delivered to Employee upon completion of this process.
  
- B) Annually, Council and Employee shall define such goals and performance objectives which are determined necessary for the proper operation of the Village and in attainment of Council's policy objectives and shall further establish a relative priority among those various goals and objectives. They shall generally be attainable with the time limitations specified and the annual operating and capital budgets and approved appropriations.

## **Section 11: Hours of Work**

It is recognized that Employee is a part-time, exempt employee, and to that end, Employee shall establish an appropriate work schedule, agreeable with Council, with a minimum of 24 hours per week and not exceeding 30 hours per week. Employer and Employee acknowledge that one 8 hour work day per week will be dedicated to Clerk of Council duties and that said work will be performed out of the office at Employee's home.



## **Section 12: Outside Activities**

The employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside opportunities provide indirect benefits to Employer and surrounding communities, Employee may elect to accept limited teaching, coaching or other business opportunities with the understanding that such arrangements shall not constitute direct interference with or conflicts of interest with the responsibilities under this Agreement. Such outside opportunities undertaken by Employee shall be disclosed to Employer.

## **Section 13: Residency**

The Council of the Village of Waynesville has waived any residency requirements.

## **Section 14: Notices**

Notices pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

A) EMPLOYER: Village Manager, Waynesville Government Center, 1400 Lytle Road, Waynesville, OH 45068

B) EMPLOYEE: Jamie Morley \_\_\_\_\_

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service.

## Section 15: General Provisions

- A) **Integration:** This Agreement sets forth and establishes the entire understanding between Employer and Employee relating to the employment of Employee by Employer. Any prior discussions or representations by or between the parties are merged into and rendered null and void by the Agreement. The parties by mutual written agreement may amend any provision of the Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.
- B) **Binding Effect:** This Agreement shall be binding on Employer and Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.
- C) **Effective Date:** This Agreement shall become effective April 1, 2024.
- D) **Severability:** In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties subsequent to the expulsion of judicial modification of the invalid provision.

## SIGNATURES

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Village Manager Signature	Print Name	Date
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Employee Signature	Print Name	Date
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**RESOLUTION NO. 2024-009**

**A RESOLUTION APPROVING THE COUNTYWIDE 9-1-1 FINAL PLAN AND DECLARING AN EMERGENCY**

Whereas, due to a legislative update to Section 128.01 et seq. of the Ohio Revised Code, the Village of Waynesville was required to re-establish the Countywide 9-1-1 Program Review Committee for the purposes of updating its Final Plan for implementing and operating a countywide 9-1-1 system; and

Whereas, the Council of the Village of Waynesville by and through Resolution #2024-009 adopted March 18, 2024, re-established the Countywide 9-1-1 Program Review Committee; and

Whereas, Countywide 9-1-1 Program Review Committee did meet on February 27, 2024, and approved an updated Final Plan for implementing and operating a countywide 9-1-1 system, and provided a copy of the same to the Village of Waynesville in compliance with Section 128.07 of the Ohio Revised Code; and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Waynesville, \_\_\_\_ members elected thereto concurring:

Section 1. In accordance that the Warren County 9-1-1 with Section 128.08 of the Ohio Revised Code, to approve the Countywide 9-1-1 Program Review Committee's Final Plan, attached hereto and made a part hereof.

Section 2. That this Resolution is hereby declared to be an emergency measure necessary for the preservation of the public health, safety and welfare and shall be effective immediately upon its adoption. The reason for said declaration of emergency is the need to approve the countywide 9-1-1 final plan at the earliest possible date.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

Attest: \_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor



## **Warren County, Ohio**

# **9-1-1**

## **Final Plan**

**For the Emergency Communications Centers of  
The City of Franklin, The City of Lebanon, and Warren County**

## **February 27, 2024**

## WARREN COUNTY 9-1-1 PROGRAM REVIEW COMMITTEE

### VOTING MEMBERS

(1) David G. Young  
Warren County Commissioner  
406 Justice Drive  
Lebanon, Ohio 45036  
513-695-1250  
[david.young@co.warren.oh.us](mailto:david.young@co.warren.oh.us)

(4) Darryl Cordrey  
Hamilton Township  
7780 St. Rt. 48  
Maineville, Ohio 45039  
513-683-8520  
[dcordrey@hamilton-township.org](mailto:dcordrey@hamilton-township.org)

(2) Eric Hansen  
City of Mason  
6000 Mason-Montgomery Rd  
Mason, Ohio 45040  
513-229-8500  
[ehansen@masonoh.org](mailto:ehansen@masonoh.org)

(5)

(3) Julie Seitz  
Deerfield Township  
4900 Parkway Drive, Suite 150  
Mason, Ohio 45040  
513-332-6172  
[jseitz@deerfieldtwp.com](mailto:jseitz@deerfieldtwp.com)

(6) Brent Centers  
City of Franklin  
6910 Scholl Road  
Franklin, Ohio 45005  
937-620-1872  
[bcenters@franklinohio.org](mailto:bcenters@franklinohio.org)

### ORC Member requirements:

- (1) A member of the board of County Commissioners, or a designee, who shall serve as chairperson of the committee.
- (2) The chief executive officer of the most populous municipal corporation in the county.
- (3) A member of the board of township trustees of the most populous township in the county as selected by majority vote of the board of trustees.
- (4) A member of a board of township trustees selected by the majority of boards of township trustees in the county pursuant to resolutions they adopt.
- (5) A member of the legislative authority of a municipal corporation in the county selected by the majority of the legislative authorities of municipal corporations in the county pursuant to resolutions they adopt.
- (6) An elected official from within the county appointed by the board of County Commissioners.

## WARREN COUNTY 9-1-1 PROGRAM REVIEW COMMITTEE

### NON-VOTING ADVISORS

#### **PSAP Representatives:**

Melissa Bour, Director, Warren County Department of Emergency Services

Chief Adam Colon, City of Franklin Division of Police

Chief Jeffery Mitchell, City of Lebanon Division of Police

#### **Public Safety Representatives:**

Sheriff Larry Sims, Sheriff's Office Warren County

Chief Steve Agenbroad, Clearcreek Township Fire Department

Chief Mike Hannigan, Franklin Township Fire Department

#### **Telecommunications:**

Paul Kindell, Director, Warren County Telecom, Warren County 911 Coordinator

Gary Estes, Deputy Director, Warren County Telecom

Joshua Moyer, Public Safety Systems Manager, Warren County Telecom

#### **Prosecutor's Office:**

Adam Nice, Legal Advisor, Warren County Prosecutor's Office

Derek Faulkner, Legal Advisor, Warren County Prosecutor's Office

128.07

(1) *Which telephone companies serving customers in the county and, as authorized in division (A) of section 128.03 of the Revised Code, in an adjacent county will participate in the 9-1-1 system;*

- a. Altafiber, serving Southwest Warren County.
- b. ATT, serving North Central and West Central Warren County.
- c. Brightspeed, serving central and Northwest Warren County.
- d. Frontier, serving Southeast Warren County.
- e. Telephone Service Company (TSC), serving Northwest Warren County.
- f. Verizon
- g. ATT
- h. T-Mobile
- i. Spectrum Cable

(2) *A. The location and number of public safety answering points; B. how the public safety answering points will be connected to a county's preferred next generation 9-1-1 system; C. from what geographic territory each public safety answering point will receive 9-1-1 calls; D. whether enhanced 9-1-1 or next generation 9-1-1 service will be provided within such territory; E. what subdivisions will be served by the public safety answering point; and F. whether a public safety answering point will respond to calls by directly dispatching an emergency service provider, by relaying a message to the appropriate emergency service provider, or by transferring the call to the appropriate emergency service provider;*

**A.**

- |                    |    |               |
|--------------------|----|---------------|
| (1). Franklin PD   | 2  | 911 Positions |
| (2). Lebanon PD    | 2  | 911 Positions |
| (3). Warren County | 14 | 911 Positions |

**B.** PSAP Connectivity shall be at least two forms of connectivity consisting of ethernet over Fiber Optic and microwave that provide sufficient bandwidth to meet call quality requirements for all call types. The fiber circuit shall connect to the Warren County 911 Core 1 in Lebanon and the microwave shall connect to the Disaster Recovery Site 911 Core 2.

**C.** The geographic territory answered by Franklin and Lebanon will be for calls inside their respective community boarders or contracted areas of service. All remaining calls (that are not routed to communities with territory within Warren County but have a PSAP outside of Warren County) will be routed to the Warren County PSAP.

**D.** Next Generation 911 services are desired by the Committee.

**E.** Subdivisions that will be served by each PSAP are:

**Franklin**

Within the City limits of Franklin and contracted service areas.  
Dispatching for: Franklin Police and Fire.

**Lebanon**

Within the City of Lebanon  
Dispatching for: Lebanon Police and Fire.

**Warren County**

The Village of Butlerville, the City of Carlisle, the Village of Corwin, the Village of Harveysburg, the Village of Maineville, the City of Mason, the Village of Morrow, the Village of Pleasant Plain, the City of South Lebanon, the City of Springboro, the Village of Waynesville, Clearcreek Township, Deerfield Township, Franklin Township (not including the City of Middletown), Hamilton Township (not including the City of Loveland), Harlan Township (not including the Village of Blanchester), Massie Township, Salem Township, Turtlecreek Township (not including the City of Monroe), Union Township, and Wayne Township.

Dispatching for: Carlisle Police and Fire, JEMS, Franklin Township Fire, Clearcreek Township Police and Fire, Springboro Police, Wayne Township Fire, Waynesville Police, Massie Township Fire, Harveysburg Police, Turtlecreek Township Fire, Mason Police and Fire, Deerfield Township Fire, Hamilton Township Police and Fire, Union Township Fire, Morrow Police, Salem Township Fire, Harlan Township Fire, and the Warren County Sheriff's Office.

F. All PSAPs directly dispatch emergency services for their area of responsibility.

(3) A. How originating service providers must connect to the core 9-1-1 system identified by the final plan and B. what methods will be utilized by the originating service providers to provide 9-1-1 voice, text, other forms of messaging media, and caller location to the core 9-1-1 system.

A. Originating Service Providers shall connect by iP to the geographically redundant Indigital ESiNet using diverse carriers and circuits to ensure no single points of failure.

Indianapolis, In.	Fiber	ESiNet, Wireless & VOIP
Cincinnati, Oh.	Fiber	ESiNet, Wireless & VOIP
Florence, Ky.	Fiber	ESiNet, Wireless & VOIP
New Knoxville, Oh	Fiber	ESiNet, Wireless & VOIP
Mansfield, Oh.	T1	Legacy Wireline & VOIP
Lima, Oh.	T1	Legacy Wireline & VOIP

B. Originating Service Providers shall route all call types, voice, text, multimedia, etc. diversly to the Indigital cores for delivery to the PSAPs following NENA i3 standards.



(4) *A. That in instances where a public safety answering point, even if capable, does not directly dispatch all entities that provide the emergency services potentially needed for an incident, without significant delay, that request shall be transferred, or the information electronically relayed to the entity that directly dispatches the potentially needed emergency services;*

A. All PSAPS within Warren County are served by a common redundant system with seamless transfer capability between.

(5) *A. Which subdivision or regional council of governments will establish, equip, furnish, operate, and maintain a particular public safety answering point;*

A. The City of Franklin will equip, furnish, operate, secure, and maintain the Franklin PSAP.

The City of Lebanon will equip, furnish, operate, secure, and maintain the Lebanon PSAP.

The Warren County Board of Commissioners will equip, furnish, operate, secure, and maintain the Warren County PSAP.

(6) *A projection of the initial cost of establishing, equipping, and furnishing and of the annual cost of the first five years of operating and maintaining each public safety answering point;*

N.A.

(7) *Whether the cost of establishing, equipping, furnishing, operating, or maintaining each public safety answering point should be funded through charges imposed under section 128.35 of the Revised Code or will be allocated among the subdivisions served by the answering point and, if any such cost is to be allocated, the formula for so allocating it;*

Funds imposed under section 128.35 will be distributed to PSAPs in Warren County in the following manner.

Franklin	25%
Lebanon	25%
Warren County	50%

**PSAP Expenses**

Each PSAP is responsible for all expenses for their respective PSAP including any expenses not specified in this document.

**Operations**

Each PSAP is responsible for the expense of furnishing, operating, and staffing their PSAP.

**Equipment**

Each PSAP is responsible for the expense of providing their own workstations and network equipment that connects to the County 911 Cores to answer 911 calls and text messages.

**Networking**

Each PSAP is responsible for the expense of at least one fiber optic and at least one microwave link back to the County 911 Cores. The County is responsible for the fiber links to the EsiNet, and the fiber and microwave links between County 911 Core 1 and County 911 Disaster Recovery Core 2.

**Maintenance**

Each PSAP is responsible for the maintenance of their equipment that connects to the County 911 Cores to answer 911 calls and text messages.

**Upgrades**

Each PSAP is responsible for the expense of upgrading their own workstations and networking equipment that connects to the County 911 Cores to answer 911 calls and text messages.

**Security**

Each PSAP is responsible for providing and following best practices for cyber security to ensure the operation and integrity of the 911 system including monitored firewalls when utilizing ethernet connectivity to other internal PSAP networks.

- (8) *How each emergency service provider will respond to a misdirected call or the provision of a caller location that is either misrepresentative of the actual location or does not meet requirements of the federal communications commission or other accepted national standards as they exist on the date of the call origination.*

**Franklin PSAP:**

801.5

(B) When calls need to be transferred to another PSAP:

- (1) An advisement to the caller to remain on the line as well as notification to the caller of the PSAP to which they are being transferred.
- (2) That the transfer will be initiated without delay.
- (3) That the telecommunicator will remain on the line during the transfer to ensure the caller is properly connected.
- (4) A recommendation that, if at all possible, the following information be relayed to the receiving PSAP once the transfer is complete:
  - (a) Name of the agency making the transfer
  - (b) Location of the emergency
  - (c) Nature of the call
  - (d) Call back number
  - (e) Known safety information

**Lebanon PSAP:**

811.1.2

D. Misrouted 9-1-1 Calls.

1. Misrouted 9-1-1 calls to this PSAP shall be handled in the following manner.
  - a. Once it is determined the location of the emergency is outside our response area, the call must be transferred to the appropriate PSAP for that location.
  - b. First advise the caller to remain on the line and tell them what PSAP they are being transferred to.
  - c. Using the established method in the 9-1-1 system software, transfer the call without delay.
  - d. The communications officer will remain on the line during the transfer to ensure the caller is properly connected.
  - e. If transferring the call using the established method in the 9-1-1 system software is not possible, the communications officer will obtain the necessary critical information, disconnect with the caller and contact the appropriate PSAP directly, relaying all collected information.

**Warren County PSAP:**

5.09 IV A Call Processing

**1. EMERGENCY 911 CALLS RECEIVED FOR AREAS NOT WITHIN OUR COVERAGE**

An ED receiving an emergency call for an area not covered by this Communications Center will either transfer the call or gather all the necessary information and relay it to the appropriate dispatch center. Whenever transferring a call, the ED **must** stay on the line to ensure that the transfer was successful, the caller is still on the line, and was connected. The ED will let the receiving agency know who he/she is, the location of the caller and the nature of the call being transferred.

The ED will never give the caller the proper dispatch center's number and tell them to call it themselves. Additionally, do not further confuse or add to the caller's anxiety by lecturing them on the fact that they have called the wrong agency.

- a. After the ED has determined the 911 call should be transferred to another Public Safety Answering Point (PSAP) he/she will advise the caller that they are being transferred to the appropriate agency and will remain on the line.

- i. If the PSAP is within Warren County:

The ED will do a tandem transfer to connect to the appropriate PSAP. When the other PSAP dispatcher answers, the ED shall identify in the following manner:

*"This is Warren County with a 911 transfer."*

The ED will ensure the other PSAP has received the 911 screen information and will provide the dispatcher with the location and the nature of the call. Only then can involvement with the call be terminated.

- ii. If the PSAP is outside of Warren County:

The ED will transfer to the other PSAP's 7-digit line. When the other PSAP dispatcher answers, the ED shall identify in the following manner:

*"This is Warren County with a 911 transfer."*

The ED will give the other agency the call location and the nature of the call. Only then can involvement with the call be terminated.

- b. If the ED cannot transfer the call because of a busy signal at the other PSAP or for any other reason, the ED is responsible for handling the call. The ED will then make a call for service, gather all information and follow the appropriate PDS protocols while another ED relays the information to the proper point for dispatch.
  - c. A 911 call shall not be transferred when this communication center dispatches any equipment for that particular 911 call. You or another ED will relay the details to any additional agencies by a separate phone call.

**128.021** *Adoption of rules establishing technical and operational standards for public safety answering points.*

Each PSAP is compliant with the technical and operational standards as inspected and determined by the State of Ohio 911 Program Office annually.

**128.05** *Each county shall appoint a county 9-1-1 coordinator to serve as the administrative coordinator for all public safety answering points participating in the countywide 9-1-1 final plan described in section 128.03 of the Revised Code and shall also serve as a liaison with other county coordinators and the 9-1-1 program office.*

By Resolution 22-0163 the Warren County Commissioners appointed Paul Kindell 911 Coordinator.

Contact Information:

Paul Kindell  
Director  
Warren County Telecom  
500 Justice Drive  
Lebanon, Ohio 45036  
paul.kindell@wcoh.net  
513-695-1318

**128.25** *Each county shall provide a single point of contact to the 9-1-1 program office who has the authority to assist in location-data discrepancies, 9-1-1 traffic misroutes, and boundary disputes between public safety answering points.*

The single point of contact for 911 traffic misroutes and boundary disputes is Joshua Moyer.

Contact Information:

Joshua Moyer  
Public Safety Systems Manager  
Warren County Telecom  
500 Justice Drive  
Lebanon, Ohio 45036  
joshua.moyer@wcoh.net  
513-695-2823

For faster service email [help@wcoh.net](mailto:help@wcoh.net) to open a ticket or call 513-695-HELP (4357)

**128.57** *County systems receiving disbursements to provide wireless 9-1-1 service. Are the PSAPs receiving funds directly and/or indirectly benefiting from county funds?*

Each PSAP receives direct wireless funds and also benefits indirectly from County Funds. Warren County provides at a minimum trunking, the core 911 system and backup system, maintenance contracts on the cores, and technology refresh upgrades to the core systems.

*(B)(1) The 9-1-1 program review committee shall send a copy of the final plan to:*

*(a) To the board of county commissioners of the county, to the legislative authority of each municipal corporation in the county, and to the board of township trustees of each township in the county either by certified mail or, if the committee has record of an internet identifier of record associated with the board or legislative authority, by ordinary mail and by that internet identifier of record; and*

**(a) Warren County Commissioners**

<b>Municipal Corporations</b>	<b>Board of Township Trustees</b>
Blanchester	Clearcreek Township
Butler	Deerfield Township
Carlisle	Franklin Township
Corwin	Hamilton Township
Franklin	Harlan Township
Harveysburg	Massie Township
Lebanon	Salem Township
Loveland	Turtlecreek Township
Maineville	Union Township
Mason	Washington Township
Middletown	Wayne Township
Monroe	
Morrow	
Pleasant Plain	
South Lebanon	
Springboro	
Waynesville	

*(b) To the board of trustees, directors, or park commissioners of each subdivision that will be served by a public safety answering point under the plan.*

**(b) Warren County Park Board**

*(2) The 9-1-1 program review committee shall file a copy of its current final plan with the Ohio 9-1-1 program office not later than six months after the effective date of this amendment (4/3/2024). Any revisions or amendments shall be filed not later than ninety days after adoption.*

*(C) As used in this section, "internet identifier of record" has the same meaning as in section 9.312 of the Revised Code.*

**128.08** (A) *Within sixty days after receipt of the final plan pursuant to division (B)(1) of section 128.07 of the Revised Code, the board of county commissioners of the county and the legislative authority of each municipal corporation in the county and of each township whose territory is proposed to be included in a countywide 9-1-1 system shall act by resolution to approve or disapprove the plan, except that, with respect to a final plan that provides for funding of the 9-1-1 system in part through charges imposed under section 128.35 of the Revised Code, the board of county commissioners shall not act by resolution to approve or disapprove the plan until after a resolution adopted under section 128.35 of the Revised Code has become effective as provided in division (D) of that section. Each such authority immediately shall notify the board of county commissioners in writing of its approval or disapproval of the final plan. Failure by a board or legislative authority to notify the board of county commissioners of approval or disapproval within such sixty-day period shall be deemed disapproval by the board or authority.*

(B) *As used in this division, "county's population" excludes the population of any municipal corporation or township that, under the plan, is completely excluded from 9-1-1 service in the county's final plan. A countywide plan is effective if all of the following entities approve the plan in accordance with this section:*

*(1) The board of county commissioners;*

*(2) The legislative authority of a municipal corporation that contains at least thirty per cent of the county's population, if any;*

*(3) The legislative authorities of municipal corporations and townships that contain at least sixty per cent of the county's population or, if the plan has been approved by a municipal corporation that contains at least sixty per cent of the county's population, by the legislative authorities of municipal corporations and townships that contain at least seventy-five per cent of the county's population.*

*(C) After a countywide plan approved in accordance with this section is adopted, all of the telephone companies, subdivisions, and regional councils of governments included in the plan are subject to the specific requirements of the plan and to this chapter.*

### **Warren County 911 Policies**

1. Testing: Each PSAP or designee shall test the integrity of each fiber and microwave network circuit to their PSAP on the first Wednesday of each month unless pre-empted by an incident or severe weather. If pre-empted, the network shall be tested on the next available day.
  
2. Testing: Telecom will test the incoming fiber circuits from Indigital once per quarter with the assistance of Indigital.
  
3. Assistance: for buttons, speed dials, accounts, screen layout, and password resets, each PSAP shall open a ticket directly with Indigital to receive assistance.
  
4. PSAP Equipment Trouble: In the event of trouble with 911 equipment in the PSAP, such as bad screen, bad PC, bad keyboard, etc. The PSAP shall directly open a ticket with Indigital for repairs. Warren County ECC will create a Dispatch Problem Report with Telecom.
  
5. 911 System trouble: In the event of trouble with the 911 system, such as calls not ringing in, multiple terminals down, etc. Notify Telecom for assistance.
  
6. In the event of network trouble, Telecom will assist the PSAPs with technical assistance to support Indigital, Mobilcomm, and Crown Castle. The PSAPs are responsible for any call out fees associated with trouble in their circuits.



**911 Program Review Committee  
911 Final Plan Approval**

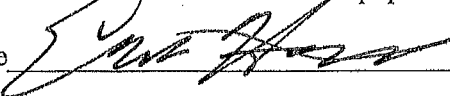
**1. David Young, Warren County Board of Commissioners**

A member of the board of County Commissioners, or a designee, Chairperson

Signature  Date 2/27/2024


**2. Eric Hansen, City Manager Mason Ohio**

The chief executive officer of the most populous municipal corporation in the county.

Signature  Date 2/27/2024

**3. Julie Seitz, Deerfield Township Ohio**

A member of the board of township trustees of the most populous township in the county as selected by majority vote of the board of trustees.

Signature  Date 2/27/2024

**4. Darryl Cordrey**

A member of a board of township trustees selected by the majority of boards of township trustees in the county pursuant to resolutions they adopt.

Signature  Date 2/27/2024


**5. No appointment**

A member of the legislative authority of a municipal corporation in the county selected by the majority of the legislative authorities of municipal corporations in the county pursuant to resolutions they adopt.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**6. Brent Centers, Mayor Franklin Ohio**

(6) An elected official from within the county appointed by the board of County Commissioners.

Signature  Date 2/27/2024

BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO

# Resolution

Number 24-0140

Adopted Date January 23, 2024

RE-ESTABLISHING THE COUNTYWIDE 911 PLANNING COMMITTEE AS THE COUNTYWIDE 9-1-1 PROGRAM REVIEW COMMITTEE TO AMEND THE COUNTYWIDE 9-1-1 FINAL PLAN

WHEREAS, pursuant O.R.C. Section 128.06 the Board of Warren County Commissioners is authorized to re-establish the Countywide 911 Planning Committee as the Countywide 9-1-1 Program Review Committee to consider making necessary adjustments and/or amendments to the Countywide 9-1-1 Final Plan; and,

WHEREAS, pursuant to O.R.C. Section 128.06, the following individuals must be designated to serve on the Countywide 9-1-1 Planning Committee:

1. A member of the Board of County Commissioners, or a designee, who shall serve as chairperson of the committee.
2. The chief executive officer of the most populous municipal corporation in the county.
3. A member of the board of township trustees of the most populous township in the county as selected by majority vote of the board of trustees.
4. A member of a board of township trustees selected by the majority of boards of township trustees in the county pursuant to resolutions they adopt.
5. A member of the legislative authority of a municipal corporation in the county selected by the majority of the legislative authorities of municipal corporations in the county pursuant to resolutions they adopt.
6. An elected official from within the county appointed by the Board of County Commissioners.

WHEREAS, a meeting for the Countywide 9-1-1 Planning Committee is required to be held within 30 days of resolution signature and future meetings as called by the County 911 Coordinator.

NOW THEREFORE, BE IT RESOLVED, that the Warren County Countywide 9-1-1 Planning Committee is hereby re-established to consider amendments to the Countywide 9-1-1 Final Plan and the County 911 Coordinator is instructed to proceed immediately to take all steps necessary to secure the appointment of Committee members pursuant to O.R.C. Section 128.06.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – yea  
Mr. Grossmann – yea  
Mrs. Jones – yea

Resolution adopted this 23<sup>rd</sup> day of January 2024.

BOARD OF COUNTY COMMISSIONERS

  
\_\_\_\_\_  
Krystal Powell, Clerk

cc: Telecommunications (file)  
Appointment file

L. Lander

**BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO**

# Resolution

Number 24-0141

Adopted Date January 23, 2024

**APPOINTING MEMBERS TO THE COUNTYWIDE 9-1-1 PROGRAM REVIEW  
COMMITTEE**

WHEREAS, pursuant to Resolution #24-0140, adopted January 23, 2024, this Board re-established the Countywide 9-1-1 Program Review Committee (FKA Countywide 9-1-1 Planning Committee); and

WHEREAS, pursuant to O.R.C. Section 128.06, a member of the Board of County Commissioners or their designee shall serve as chairperson of the committee; and

WHEREAS, pursuant to O.R.C. Section 128.06, the Board of County Commissioners shall also appoint an elected official from within the county.

NOW THEREFORE BE IT RESOLVED, to make the following appointments to the Countywide 9-1-1 Program Review Committee for an indefinite term:

- David G. Young – Warren County Commissioner
- Brent Centers, Mayor – City of Franklin

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – yea  
Mr. Grossmann – yea  
Mrs. Jones – yea

Resolution adopted this 23<sup>rd</sup> day of January 2024.

BOARD OF COUNTY COMMISSIONERS

  
\_\_\_\_\_  
Krystal Powell, Clerk

cc: Telecom (file)  
Appointments file  
Appointees  
L. Lander

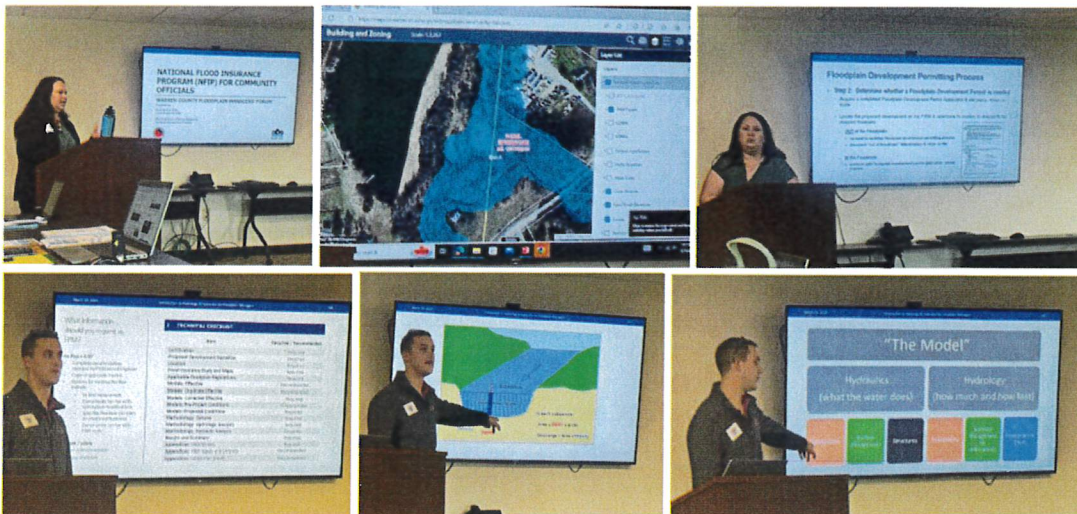
# Council Report

March 18, 2024

Chief Copeland

## Manager

- I attended the Warren County Floodplain Manager Forum on Thursday, March 14<sup>th</sup> from 10am-3pm at the Warren County Administration Building. They spoke about a floodplain management program which included participation, maps, regulations, insurance, permits, and the role of the ODNR floodplain engineer and how they can assist. I met with Jacob Bench from the Ohio Department of Natural Resources to discuss the Hoffman property on SR42/SR73. The CLOMR and hydrologic and hydraulic (H&H) analysis for the floodway map revision of the Hoffman property was accepted by FEMA in 2018. It was determined that if the property was filled it would raise the water level by less than ½ inch, but he may have to apply for a Letter of Map Revision (LOMR) based on the fill used and type of future construction. In addition, he may be required to use a compensatory fill. I will continue to work with Molly Conley of Warren County Water and Soil to follow-up on this issue.



- The Village received an email from Warren County at 1:03pm on Wednesday, March 13<sup>th</sup> that stated the County was raising their sewer rates effective immediately. The new rates include a minimum of 3,000 gallons/month at \$15.00. The current rate is \$14.01 monthly minimum. They have also included a new sewer replacement and repair fee of \$1.25 per month. I contacted Chris Brausch because our contract with the County specifies a 60-day notice for any billing changes. Chris advised that he will have Janet Lundy communicate with Christy and Jamie to work out the Village billing software and implementation date of the fee changes.

- The Maintenance Department constructed a new wash pad area. This is so the vehicles and equipment can be washed without causing a mess as it has done in the past.



- KT Holden has completed the waterline, storm waterline, lateral lines, curbs, and handicap ramps on Franklin Road. We performed a walk-through on Wednesday, March 13<sup>th</sup> and I pointed out a few areas of concern. They are working on correcting a few items before the final paving takes place. Contingent on the weather and the asphalt plants opening, they will be repaving the street in mid-April. The grindings will be used to add surface to the Village Maintenance driveway.

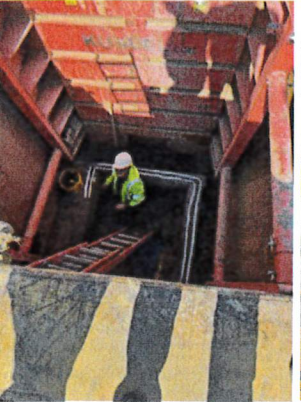
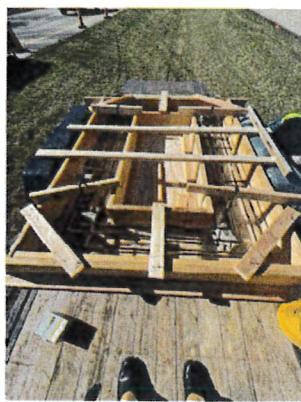
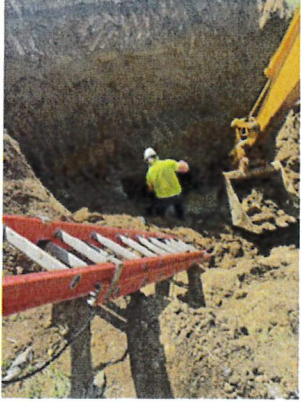


- Waker Plumbing Inc. has been subcontracted by CenterPoint Energy as part of the Franklin Road Phase II project. They are replacing the gas lines on Franklin Road between Old Stage and Lytle before our waterline, storm waterline, and repaving project begins.



- The SR42 catch basin repair has turned into a much larger project than expected. It is the Village's responsibility, but because that is a limited access location, we had to follow ODOT's specifications and safety guidelines. The project will be completed next week and an ordinance will be presented at the next meeting regarding the additional costs. I have included the ODOT specifications for your review.



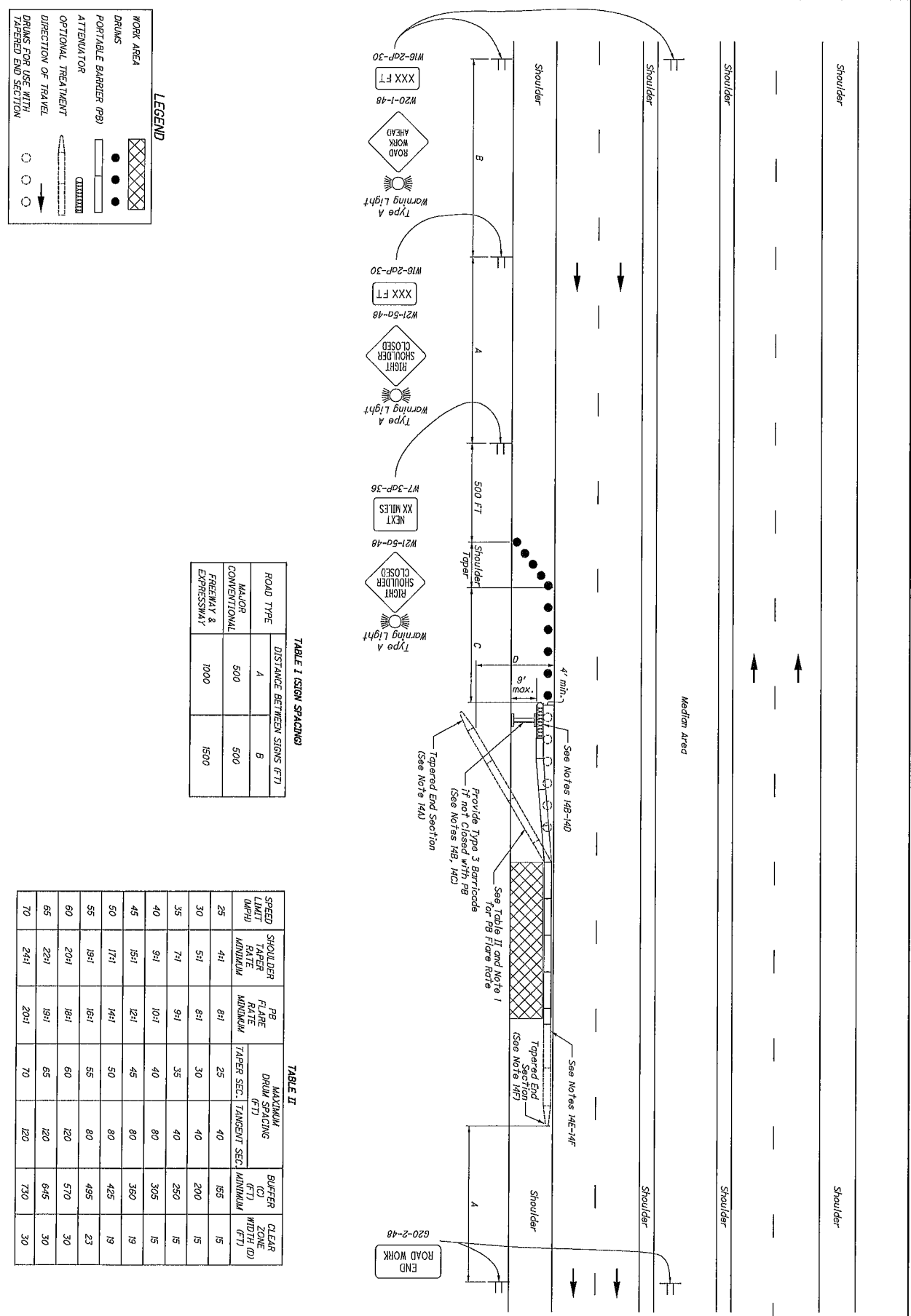


- I am providing a Third Street waterline and storm waterline update. Weather permitting, they are scheduled to complete the lateral lines by the first of April. After the lateral line, they will do the tie-ins followed by the new storm waterline. The project is on schedule to be milling and repaving in the spring.
- The Mayor and I met with Chris Hice from the MOM's Committee on March 5<sup>th</sup> at 2:30pm. Chris presented a few ideas and plans for revitalization of Main Street. A few ideas were shared.
- Fire Chief Jason Beckett will be attending the March 18<sup>th</sup> Council meeting for a quick meet and greet. Chief Beckett and I had lunch on March 4<sup>th</sup>, and I believe he is going to be a good fit for the community.

## **Police**

- There will be a special meeting on March 18<sup>th</sup> at 6pm in the conference room with the Warren County Public Safety Network to discuss emergency communication system resilience. This meeting will not be open to the public and will go into executive session. I recommend that all Council members attend the meeting if available.
- Commander Steve Arrasmith of the Warren County Drug Task Force will be attending the meeting to present his annual DTF report.
- The Council will be voting on a resolution to accept the County 911 Final Plan. The plan has been approved by the County Commissioners and a new Ohio Law (ORC 128.08A) requires Municipalities and Townships in the County to accept the plan. The new plan was drafted to meet changes in Ohio laws.





**LEGEND**

- WORK AREA
- PORTABLE BARRIER (PB)
- ATTENUATOR
- OPTIONAL TREATMENT
- DIRECTION OF TRAVEL
- TAPERED END SECTION

**TABLE I (SIGN SPACING)**

ROAD TYPE	DISTANCE BETWEEN SIGNS (FT)	
MAJOR CONVENTIONAL	A	B
FREEMAY & EXPRESSWAY	500	500
	1000	1500

**TABLE II**

SPEED LIMIT (MPH)	SHOULDER TAPE RATE MINIMUM	PB FLARE RATE MINIMUM	MAXIMUM DRAIN SPACING (FT)		BUFFER (FT) MINIMUM	CLEAR WIDTH (FT)
			TAPER SEC.	TANGENT SEC.		
25	4:1	8:1	25	40	155	15
30	5:1	8:1	30	40	200	15
35	7:1	9:1	35	40	250	15
40	9:1	10:1	40	80	305	15
45	15:1	12:1	45	80	380	19
50	17:1	14:1	50	80	425	19
55	19:1	16:1	55	80	495	23
60	20:1	18:1	60	120	570	30
65	22:1	19:1	65	120	645	30
70	24:1	20:1	70	120	730	30

THIS DRAWING REPLACES MT-95.45 DATED 07-15-2016.

**NOTES:**

**DESIGN SPEED**

1. The design speed used for taper ratios should typically be the permanent legal speed. However, on construction projects for which the speed limit is reduced, the reduced speed limit should be used. The design speed for the taper is not the first active construction area within the project.

**TAPERES**

2A. The minimum acceptable rate for the shoulder taper is provided in Table II.

**SIGN SPACING**

3A. The work zone sign spacings shown in Table I are minimums. Maximum spacing should not be greater than 1.5 times the distances shown in Table I.

3B. Sign spacing should be adjusted to avoid conflict with existing signs. Minimum spacing to existing signs shall be for speeds of 45 mph or less and a minimum of 400' for speeds 50 mph or greater.

**ADJUSTMENTS FOR SIGHT DISTANCE**

4. The location of the shoulder taper and the advance warning signs should be adjusted to provide for adequate sight distance for the existing vertical and horizontal roadway alignment.

**BASIC SIGNING**

5A. ROAD WORK AHEAD (W20-11) signs shall be provided on entrance ramps or roadways entering the work limits.

5B. END ROAD WORK (220-2) signs are only required for shoulder closures of more than 1 day. It is intended that these signs be placed on the mainline, on off exit ramps, and on roadways exiting the work limits.

5C. Overlapping of signing for adjacent projects should be avoided where the messages could be confusing. Any W20-1 or 220-2 signs which falls within the limits of another traffic control zone shall be omitted or covered during the period when both projects are active.

**SIGNING DETAILS**

6A. When the approach speed limit is 40 mph or less, 36" warning signs may be used.

6B. The distance plaque W6-20a shall indicate the distance to the beginning of the shoulder taper. Distances less than 1 mile may be expressed in feet.

**EXTRA ADVANCE WARNING SIGNING**

7. Extra Advance Warning Sign Groups consisting of ROAD WORK AHEAD (W20-1), RIGHT SHOULDER CLOSED (W21-5a) signs plus distance plaques may be specified in the plans or may be required to be erected, as determined by the Engineer (see Standard Construction Drawing SCD) MT-95-501.

**PAVEMENT MARKINGS / SPALS**

8A. If a shoulder closure of greater than 3 days is required, the following shall be performed:

- a) The appropriate color work zone edge line shall be applied along the taper.
- b) The appropriate marking pavement markings shall be removed or covered per CMS 6H.16C.

8B. Work zone edge lines shall be provided along the tapered section when specified in the plans.

8C. Work zone pavement markings which would conflict with Type I traffic signs shall be removed prior to project completion.

8D. After completion of the work, pavement markings other than CMS 740.06, Type I shall be removed in accordance with CMS 6H.11.1. The original markings and raised pavement marker reflectors shall be restored or no additional cost unless separately itemized in the plans.

**(RESERVED FOR FUTURE USE)**

9A. Intentionally blank

10A. Intentionally blank

**FLASHING WARNING LIGHTS**

11. Type A flashing warning lights shown on the ROAD WORK AHEAD (W20-1) signs and the RIGHT SHOULDER CLOSED (W21-5a) signs are required whenever a night lane closure is necessary.

**INTERSECTION / DRIVEWAY ACCESS**

12. Within the length of the closure, provision shall be made to control traffic entering from intersecting roadways. This may be accomplished by the following way: a) Place across the closed shoulder, barricades, and/or intersection and major driveway.

b) Barricades placed across the closed shoulder shall be located 25' beyond the projected pavement edges of the driveway or cross highway, as shown in SCD MT-101.50. Existing STOP signs shall be relocated as necessary to assure proper location for the traffic conditions. The method of control shall be subject to the approval of the Engineer.

**DRUMS**

12A. The maximum drum spacing along tapers and along tapered sections shall be as shown in Table II. A minimum of 5 drums in the taper shall be used to close the upstream shoulder.

12B. All drums and cones should have a minimum offset from the edge of the traveled lanes of 1.5 feet.

**PORTABLE BARRIER (PB)**

14A. A tapered end section may be used in place of the impact attenuator of locations where the last full section of PB can be extended outside of the clear zone for approaching traffic. See Table II for clear zone extension. The PB shall be terminated on the shoulder extend parallel to the shoulder edge of the shoulder taper to the first section of PB parallel to the traveled lanes.

14B. If it is necessary to provide the Contractor with access to the work area behind the PB flare, the PB end treatment shall include an impact attenuator. The maximum width of the opening shall be 5' between the shoulder edge of the flare and the edge of the shoulder. Where space constraints exist, a minimum of 1' may be used.

14C. If Contractor access is provided per Note 14B, the length of PB shall be adequate to shield the work area from the motorist. This length of need of PB shall be determined from the calculations provided in the Manual for Traffic Control, Volume I, Figure 602-1E, and shall require the approval of the Engineer.

14D. When used, impact attenuators shall be installed parallel to traffic. Also, the last full section of PB adjacent to the impact attenuator, shall be located parallel to traffic.

14E. Where narrow medians are provided, see Table II to determine the location of the PB. The PB shall be located within the clear zone of opposing traffic. The downstream end shall be flared away from opposing traffic to shield the work area from potential errant vehicles crossing the median.

14F. If the PB is located beyond the clear zone of opposing traffic, the downstream end of the PB may be provided with a tapered end, located 10' beyond the work area.

14G. Where PB is located beyond the edge of the paved shoulder, the cross slope within the clear zone, including the surface on which the PB is placed, shall be graded at 10:1, or flatter. If the cross slope is steeper than 10:1, the PB shall be terminated on the paved shoulder. The PB shall be extended along the paved shoulder as necessary to satisfy the length of need, and then terminated using an impact attenuator.

14H. The work area shall be adequately protected from traffic approaching from intersections and driveway approaches using PB and impact attenuators as called for by the Engineer.

14I. For installation procedures, refer to the manufacturer's installation instructions.

14J. For details on delineation of PB, see Standard Construction Drawing MT-101.70.

THIS DRAWING REPLACES MT-95.45 DATED 07-15-2016.

2 / 2	<p>SCD NUMBER <b>MT-95.45</b></p>	<p>STANDARD ROADWAY CONSTRUCTION DRAWING <b>CLOSING SHOULDER OF A MULTI-LANE DIVIDED HIGHWAY WITH PORTABLE BARRIER</b></p>	<p>OFFICE OF ROADWAY ENGINEERING</p>	<p>STDS ENGINEER Soisson</p>	<p>STATE OF OHIO DEPARTMENT OF TRANSPORTATION ADMINISTRATOR David L. Holstein</p>	<p>REVISION DATE 01-20-2017</p>
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### Stationary Lane Closure on a Divided Highway (Short Term) (TA-33)

This information also shall be used when work is being performed in the lane adjacent to the median on a divided highway. In this case, the LEFT LANE CLOSED signs and the corresponding Lane Ends signs shall be substituted. When a side road intersects the highway within the temporary traffic control zone, additional temporary traffic control devices shall be placed as needed.

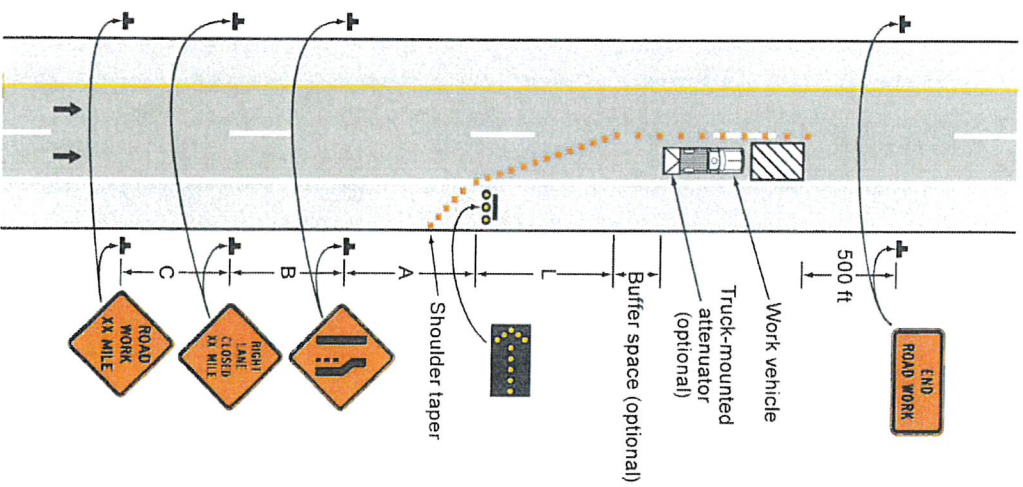
A truck-mounted attenuator may be used on the work vehicle and/or shadow vehicle. Where conditions permit, restricting all vehicles, equipment, workers, and their activities to one side of the roadway might be advantageous.

An arrow board shall be used when a freeway lane is closed. When more than one freeway lane is closed, a separate arrow board shall be used for each closed lane.

A ROAD WORK AHEAD sign may be used in place of ROAD WORK XX MILE sign.

(See Illustration on Next Page)

### Stationary Lane Closure on a Divided Highway (Short Term) (TA-33)



Note: For layout dimensions see page 17.



FINANCE COMMITTEE MEETING

**DRAFT**

February 22, 2024 – 5:00 pm

MEMBERS PRESENT: Chris Colvin, Troy Lauffer

GUESTS PRESENT: Connie Miller

STAFF PRESENT: Jamie Morley

1. Roll Call: Quorum was achieved, and two members were present.
2. Mr. Colvin motioned to excuse Ms. Dedden and Mr. Lauffer seconded the motion.  
2 Yeas
3. Mr. Lauffer made a motion to appoint Ms. Dedden as chairperson of the Committee and Mr. Colvin seconded the motion.  
2 Yeas
4. The Committee went over the proposed final appropriations.
  - a. Ms. Morley asked for direction from the Committee on how they would like police officers to be paid out of the funds. She explained that currently, all officers but two and Chief Copeland, are paid out of the Police Levy Fund. Officer Walker and Officer Mermann are paid out of the General Fund, and Chief Copeland is paid partially out of the General Fund, Water Fund, and Street Fund. Ms. Morley asked if the Committee would like to continue this or have all officers paid out of the Police Levy Fund. She asked this because when it comes time to renew the Police Levy, it may be easier for the voters to understand that every year, X amount is transferred out of the General Fund to supplement the Police instead of how it is currently set up to transfer X amount to supplement the police levy and X amount to pay for officers out of the General Fund. Mr. Lauffer asked if Ms. Morley had consulted Ms. Crockett. Ms. Morley said she did not, as Ms. Crockett is on vacation but will. Mr. Lauffer wants to know if there are reasons why Ms. Crockett set payroll up the current way. In 2023, 200K was transferred from the General Fund to supplement the police officer payroll, and two officers were paid out of the General Fund. The current levy brings in about 350K and is based on the housing rates in 2014. Depending on what Council decides, this levy must be placed back on the ballot in 2027.
  - b. Ms. Morley explained that fund 1000-620-399-0000 will need to be increased by 25K because of the Village's commitment to participate in the multijurisdictional OPWC with Wayne Township to repave Corwin Road. Mrs. Miller stated that Council agreed to save 60K a year for new streetlights on Main Street, not 50 K. Ms. Morley stated she would adjust the amounts accordingly.

- c. Ms. Morley said the income tax brought in about 135K more than anticipated. Mr. Colvin asked why. Ms. Morley speculated that it could be that incomes within the Village have increased, but she is not entirely sure. Mr. Colvin asked if this would cover both officers. Ms. Morley stated that no, probably just one when benefits and the Village's portion to Ohio Police & Fire are factored in.
- d. Ms. Morley said the Village netted over 200K in interest for 2023 between the STAR Ohio and the Sweep checking account. Mr. Lauffer asked how much interest the CD brought in. Ms. Morley said she thinks the interest on the recently matured CD was about \$2,300. Mr. Lauffer asked why so little as rates are very high. Ms. Morley explained that the recently matured CD was bought two years ago when rates were low. She also pointed out that the water capital fund did not take as big of a hit as anticipated with the second Third Street grant.
- e. Ms. Morley pointed out that 200K is the transfer out line item in the General Fund to transfer to the Police Levy Fund to supplement police officers' salaries. There is also 250K in the 5101 (Water Fund) to supplement 5901 (Water Capital Fund). If the Committee decides to do so, separate legislation must be passed to transfer these funds.
- f. Ms. Morley explained that 240K has been appropriated in the General Fund, 1000-650-690-9020. This is set aside to fund the stoplight at Route 42 and North Street. Most of this should be reimbursed from the license plate money that the County holds for the Village. There is another 499K that the Village has taken out of the General Fund to pay for the Village's portion of the OPWC Third Street Project. This will be reimbursed and put back into the General Fund because of the reimbursable Water and Wastewater Infrastructure Grant.
- g. Ms. Morley said the 3% excise tax on hotels and short-term rentals brought in about \$6,200. This money is earmarked to pay for the utilities and maintenance of the bathrooms on Main Street. The bathrooms cost the Village about \$4,000 a year, so there is about \$2,000 left to buy new garlands or things like that for Main Street if the Committee decides to use it for such.

- 5. Mr. Colvin motioned to accept the minutes from the December 21, 2023 meeting, and Mr. Lauffer seconded the motion.

2 yeas

All were in favor of adjourning at 5:50 pm.