



## **COUNCIL AGENDA**

**Monday, May 19, 2025 – 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, May 5, 2025 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)
- 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:**

None

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

### **ORDINANCE NO. 2025-015**

ESTABLISHING THE MAIN STREET CAPITAL PROJECTS FUND (FUND 4901)

### **ORDINANCE 2025-017**

AN ORDINANCE AMENDING THE VILLAGE OF WAYNESVILLE PERSONNEL POLICY MANUAL REGARDING INSURANCE BENEFITS

### **ORDINANCE 2025-018**

AMENDING THE SCHEDULE OF FEES AND CHARGES FOR THE VILLAGE OF WAYNESVILLE REGARDING TRASH AND YARD WASTE DISPOSAL SERVICE FEES

## **Tabled:**

None

IX. Executive Session

X. Adjournment

*Next Regular Council Meeting:*

**June 2, 2025 at 7:00 pm**

*Upcoming Meetings and Events:*

Finance Meeting, May 19<sup>th</sup>, 2025 @ 6:00 p.m.

Public Works Committee, June 2<sup>nd</sup>, 2025 @ 6:00 p.m.

Village of Waynesville  
Council Meeting Minutes  
May 5, 2025 at 7:00 pm

DRAFT

Present: Mr. Lyle Anthony  
Mr. Chris Colvin  
Mayor Earl Isaacs  
Mr. Troy Lauffer  
Mrs. Connie Miller

Absent: Mr. Zack Gallagher  
Mr. Brian Blankenship

Village Staff Present: Jeffery Forbes, Law Director; Gary Copeland, Village Manager and Director of Public Safety; Jamie Morley, Finance Director and Clerk of Council

**CLERK'S NOTE-** This is a summary of the Village Council Meeting held on Monday, May 5, 2025.

.....

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

Roll Call – 5 present

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

Motion - Isaacs  
Second - Anthony

Roll Call - 5 yeas

**Mayor Acknowledgements**

Mayor Isaacs announced that the Village has a new movie star. Chief Copeland will be featured in the movie Smashing Machine, which is set to release on October 3.

.....

**Disposition of Previous Minutes**

Mrs. Miller motioned to approve the April 21, 2025 meeting minutes as corrected, and Mr. Colvin seconded the motion.

Motion – Miller  
Second – Colvin

Roll Call – 5 yeas

.....

## **Public Recognition/Visitor's Comments**

Ohio Representative Adams Mathews addressed Council, stating he was in attendance tonight at their invitation to discuss HB 28. He noted the purpose of the bill is part of the plan to help simplify Ohio's tax code by being more transparent to the voters by eliminating replacement property tax levies. Rep. Mathews stated that many municipalities do not realize that with a replacement levy, municipalities will lose the 10% state rollback. He also stated that many times, voters do not realize that by voting for a replacement levy, property taxes will increase. He elaborated that many times replacement levies are campaigned that they will not increase the tax rate, which is true, but replacements do increase property taxes by using the most current property values. He said that his office did research and found that municipalities that ran a renewal with an increase levy passed 86% of the time. Whereas, a replacement levy passed 89% of the time. Rep. Mathews stated he believes this bill will help simplify the property tax code and help gain the trust of the people.

Mr. Colvin asked where this bill stands. Rep. Mathews responded that the bill has passed through the House and has had its first hearing in the Senate. Currently, there is a pause while the budget is being worked on. Mr. Colvin asked what else is being proposed as part of the tax code simplification. Rep. Mathews stated that 25 to 30 bills are being proposed that include clawbacks for schools, consideration of millage, and not allowing omnibus bills. Mr. Colvin asked why Rep. Mathews believes that the Ohio Municipal League is so concerned about HB 28. Rep. Mathews stated he does not think they should be. He believes that it is a matter of process, and they do not want the legislature to take away a tool from municipalities. Mr. Colvin asked what was done at a local level to discuss the impacts this bill would have. Rep. Mathews said he and his staff spoke with several organizations and explained that this was a trade with the community to get long-term trust.

Mrs. Miller inquired about the Ohio Legislature's efforts to address the police problem. Rep. Mathews responded that they are increasing funding and training. They are also supporting body cameras, as this is a great way to protect officers. They are also considering increasing pensions, benefits, and recruiting. Mrs. Miller pointed out that some of these fall back onto the municipality to fund.

Mr. Colvin asked Rep. Mathews for his opinion on House Joint Resolution 2 – Convention of States. Rep. Mathews stated that he has some concerns about the continuing definition of term limits, citing instances where term limits have empowered bureaucrats. He also expressed appreciation for the idea of a balanced budget and bringing the states to the table.

Chief Copeland suggested that Rep. Mathews consider addressing the issues of OPATA. He stated that it is taking the organization months to approve lateral moves of officers to other organizations. It is causing problems getting these officers on the road. Rep. Mathews concurred that he does not want licensing to get in the way, but it is also necessary to ensure there are no former disciplinary issues.

Council thanked Rep. Mathews for attending the meeting this evening and appreciated his time.

.....



## **Old Business**

None

.....

## **Reports**

### **Finance**

The next Finance Committee meeting will be May 19th at 6:00 p.m.

### **Public Works Report**

The Public Works meeting was canceled this evening due to a lack of quorum. The next meeting is scheduled for June 2, 2025, at 6 p.m.

### **Special Committee Report**

The MOMS Committee met this evening and identified the trees to be planted on Main Street. Chief Copeland will meet with staff from the City of Franklin to explore possible grants for downtown.

### **Village Manager Report**

- Chief Copeland provided information on Issue #2, the renewal of the OPWC. The Village has received several grants from this program and has benefited tremendously from them.
- There is an ordinance on tonight's agenda regarding ODOT's installation of turn lanes at the intersection of Old Route 73 and Route 73.
- A Zoom meeting has been scheduled for May 8<sup>th</sup> with a developer to discuss a possible development on the old Michner property. Chief Copeland will provide updates from this meeting.
- The MOMS Committee met this evening. Chief Copeland has a meeting with the City of Franklin to get information on possible grants for Main Street. He plans to push the safety aspects to help get the poles to block off the streets for events.
- Staff performed an in-house repair on a collapsing catch basin.
- The easement for Well 10 with Harvest Baptist Church has been recorded. Chief Copeland reached out to Moody's to start the line.
- Photographs have been provided of the fence at the wellfield. During the flood, all the grass and debris were pushed up against the fence.

Chief Copeland is going to see if there is a farmer who would like to harvest the grass for feed.

- On April 22<sup>nd</sup>, a water main break occurred on Ferry Road. The issue was repaired promptly.
- SmithCorp has completed the storm lines on Franklin and is now working on replacing the laterals. Paving has been scheduled for the end of May.
- The Recycle Rally was a success. The Village donated two workers to support the event.
- Updates for the aggregate have been provided for review.

### **Police Report**

- Devastating news of the Hamilton Officer who was killed.
- Mayor's Court month-end, calls for service, and code enforcement reports have been provided for review.
- Chief Copeland provided a letter from Chief Beckett regarding the Hammel House. They are collaborating to bring this building up to code.
- Chief Copeland attended the Ohio Chiefs' Conference this weekend. All the classes count towards CPT hours.
- The Police Department participated in the National Drug Take Back Day and turned 35 lbs. of prescription drugs over to the DEA.
- The annual Police Memorial Day is on May 15.

Mrs. Miller inquired about the code enforcement status of 120 N. Main Street. Chief Copeland stated that the owner has pending court cases for code violations. He has shown some progress, but another citation can be issued if there is no further progress.

Mr. Colvin asked if Chief Copeland has noticed any changes in drug and trafficking since there have been changes at the border. He responded that he has not and added that it is getting even harder with the legalization of marijuana.

### **Financial Director Report**

- The yearly report for American Rescue Funds has been filed. A breakdown of how the Village has spent the funds has been provided.
- Several ordinances are on the agenda that were discussed at the last Finance Committee meeting.
- Ms. Morley informed Council that they will be getting an email from Sarah Clay from the Ohio State Auditor's office concerning the upcoming audit of years 2023 and 2024. She stated that Council has two options to begin the audit. They can choose a formal audit conference, where representatives will sit down with all of Council and explain the audit process and expectations, or they can choose an

informal conference, where the Finance Director will sign a paper starting the audit.

The consensus of Council was to have an informal conference to commence the audit.

### **Law Report**

None

.....

### **New Business**

None

.....

### **Legislation**

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

##### **Ordinance No 2025-012**

Preliminary Legislation (LPA-ODOT-Let Project Agreement) (Consent) and Declaring an Emergency

Mr. Lauffer moved to waive the two-reading rule for Ordinance No. 2025-012, and Mrs. Miller seconded the motion.

Motion – Lauffer  
Second – Miller

##### **Roll Call – 5 yeas**

Mr. Colvin moved to adopt Ordinance No. 2025-012 as an emergency, and Mr. Anthony seconded the motion.

Motion – Colvin  
Second – Anthony

##### **Roll Call – 5 yeas**

##### **Resolution No. 2025- 013**

A Resolution Amending the Appropriations for the Village of Waynesville for Calendar Year 2025 and Declaring an Emergency

Mr. Colvin moved to waive the two-reading rule for Resolution No. 2025-013, and Mr. Lauffer seconded the motion.

Motion – Colvin  
Second – Lauffer

##### **Roll Call – 5 yeas**

Mr. Colvin stated that this was discussed at the Finance Committee meeting, and it was decided it was prudent to delay the transfer of funds to avoid a compliance violation and complete the transfer at the year-end.

Mrs. Miller moved to adopt Resolution No. 2025-013 as an emergency, and Mr. Anthony seconded the motion.

Motion – Miller  
Second – Anthony

**Roll Call – 5 yeas**

**Ordinance No. 2025-014**

An Ordinance Authorizing the Transfer of Money from the General Fund (1000) to the Admin HRA Fund (6901) and Declaring an Emergency

Mrs. Miller moved to waive the two-reading rule for Ordinance No. 2025-014, and Mr. Colvin seconded the motion.

Motion – Miller  
Second – Colvin

**Roll Call – 5 yeas**

Ms. Morley stated this is to fund the HRA fund because the budgeted appropriations have been exhausted.

Mr. Colvin moved to adopt Ordinance No. 2025-014 as an emergency, and Mr. Anthony seconded the motion.

Motion – Colvin  
Second – Anthony

**Roll Call – 5 yeas**

**Ordinance No. 2025-015**

Establishing the Main Street Capital Projects Fund (Fund 4901)

Mr. Anthony moved to have the first-reading for Ordinance No. 2025-015, and Mrs. Miller seconded the motion.

Motion – Anthony  
Second – Miller

**Roll Call – 5 yeas**

Ms. Morley stated that this will create a fund that will make it easier to track the amount saved for the Main Street project, as this project keeps growing. It will also make it more transparent.

**Ordinance No. 2025-016**

Authorizing a Health Insurance Plan for Village Employees, Establishing Employee Contribution, and Declaring an Emergency

Mr. Colvin moved to waive the two-reading rule for Ordinance No. 2025-016, and Mrs. Miller seconded the motion.

Motion – Colvin  
Second – Miller

**Roll Call – 5 yeas**

Mr. Colvin stated that this topic was discussed at the last Finance Committee meeting, and it was decided that it would be beneficial for employee retention.

Mr. Colvin moved to adopt Ordinance No. 2025-016 as an emergency, and Mr. Anthony seconded the motion.

Motion – Colvin  
Second – Anthony

**Roll Call – 5 yeas**

**Ordinance 2025-017**

An Ordinance Amending the Village of Waynesville Personnel Policy Manual Regarding Insurance Benefits

Mrs. Miller moved to have the first-reading for Ordinance No. 2025-017, and Mr. Anthony seconded the motion.

Motion – Miller  
Second – Anthony

**Roll Call – 5 yeas**

Ms. Morley explained that this was basic housekeeping to ensure the personnel policy was consistent with the Village's insurance plan.

**Ordinance 2025-018**

Amending the Schedule of Fees and Charges for the Village of Waynesville Regarding Trash and Yard Waste Disposal Service Fees

Mr. Colvin moved to have the first-reading for Ordinance No. 2025-018, and Mrs. Miller seconded the motion.

Motion – Colvin  
Second – Miller

**Roll Call – 5 yeas**

**Resolution No. 2025-019**

A Resolution Amending the Appropriations for the Village of Waynesville for Calendar Year 2025 (Amendment No. 2) and Declaring an Emergency

Mr. Colvin moved to waive the two-reading rule for Resolution No. 2025-019, and Mr. Anthony seconded the motion.

Motion – Colvin  
Second – Anthony

### Roll Call – 5 yeas

Mr. Colvin moved to adopt Resolution No. 2025-019 as an emergency, and Mr. Lauffer seconded the motion.

Motion – Colvin  
Second – Laufer

### Roll Call – 5 yeas

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

None

[illegible]

## Executive Session

None

All were in favor of adjourning at 8:00 p.m.

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

**Jamie Morley, Clerk of Council**

# Council Report

May 19, 2025

Chief Copeland

## Manager

- Smith Corp is currently working on the lateral lines along Franklin Road, extending from the main line to the meter pits of the residents in that area. They are on schedule to complete Phase II of the Franklin Road project and repave the street by late May.



- Brian and Greg from the Maintenance Department recently used a hydrovac to clean out several catch basins around the Village. I want to remind residents not to dispose of debris such as stones, leaves, concrete, or sand in the stormwater basins.

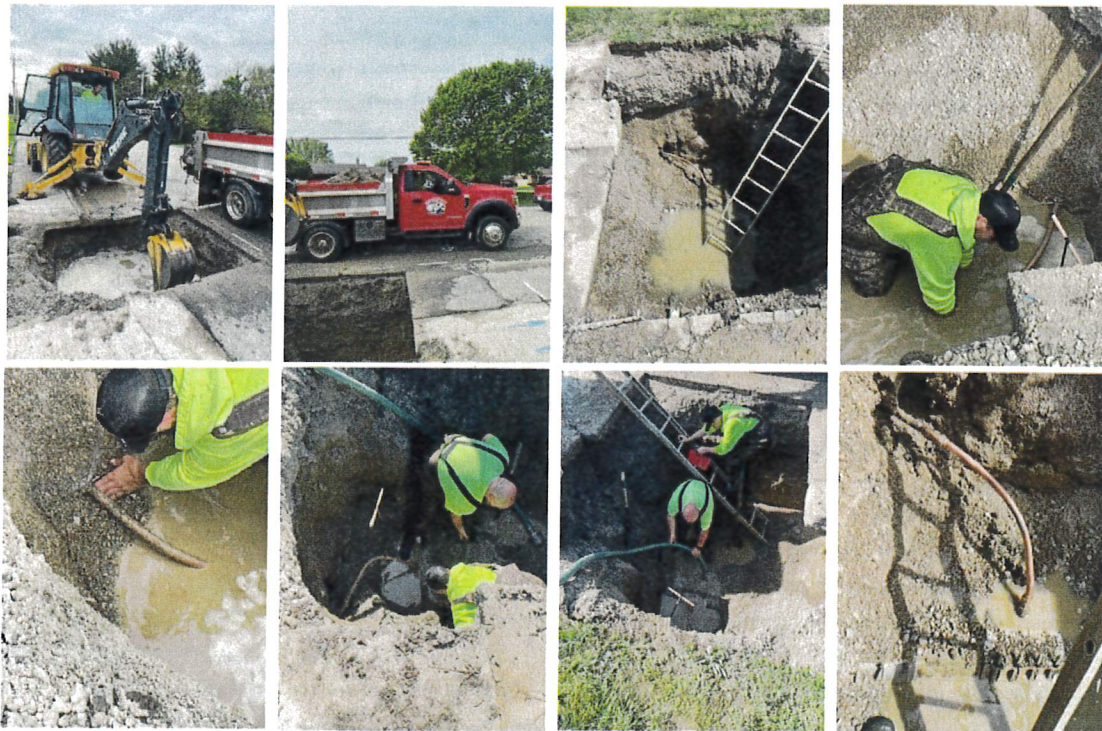




- On May 8th at 10 a.m., I met with Jennifer Gonzalez from Fischer Homes to discuss a potential housing development project on the Michener property located on Old 73. I provided her with information about the zoning regulations and building requirements. Since this property is situated in the township, annexation would be required if the Council approved of the project.
- The Recycle Rally was held on May 3rd from 9 a.m. to 1 p.m. at the Middle School. Brian Corn and Brian Keith worked the event on behalf of the Village staff.



- On May 7th, the Village Public Works Department repaired a waterline break in the 900 block of Franklin Road. No boil advisory was required.



- The Waynesville Merchants Association is hosting its Annual Car Show on Sunday, July 20th, from 9 AM to 1 PM. Vehicles participating in the event must pay a \$20 entry fee, and they have a chance to win several awards. Music and food will be available, and admission for spectators is free. A flyer for the event has been included with this report.



- The Village received a check for \$91,388.45 from the Warren County Auditor for the SR 42 and North Street traffic signal project. This is for the county vehicle tax money I requested as part of the Village's 10 % match of the Ohio Department of Transportation Safety Grant. The County Commissioners approved resolution 25-0319 on March 11, 2025.

## Police

- On May 9<sup>th</sup>, Cpl. Jeff Little represented our agency in the funeral procession for Deputy Larry Henderson, who was killed in the line of duty on May 2<sup>nd</sup> in Cincinnati. The funeral service began at the Cintas Center and concluded at the Spring Grove Cemetery, where thousands were in attendance.





- The department received a thank-you card from Chief Dan Bentley of the Springboro Police Department, expressing gratitude for our agency's participation in the parade for Eli. Officer Kirsch attended the event for our agency. Eli is a young boy battling cancer who has always dreamed of becoming a police officer. A copy of the card has been included with this report.



- Mayor Isaacs, Lt. Bledsoe, and I attended the Annual Police Memorial Service on May 15<sup>th</sup> at 10 a.m. at 822 Memorial Drive, Lebanon, Ohio.





- School Resource Officer Shannon Mermann led the Senior Day parade and assisted with several other senior events on May 13<sup>th</sup>. The Wayne Township Fire Department also participated in the parade.



- The Warren County Veteran Suicide Prevention Coalition and the Warren County Suicide Prevention Coalition are collaborating to host a Town Hall event focused on suicide prevention titled "Together We Stand." This event will take place on Tuesday, June 3, 2025, at the Lebanon Countryside YMCA, located at 1699 Deerfield Rd, Lebanon, Ohio. The event is open to the public and will run from 6 PM to 7:30 PM. Additional details can be found on the flyer included with this report.
- I want to express my gratitude to the Walton, Zorb, and Bowersox families for providing snacks and drinks. Also, thanks to Ellen Campbell for the cookies for the Waynesville officers during National Police Week.





# WAYNESVILLE ANNUAL CAR SHOW

◆ Antique    ◆ Classic    ◆ Late Model    ◆ Motorcycle    ◆ Truck  
◆ People's Choice    ◆ BEST in SHOW



**SPLIT  
THE  
POT**

## SUNDAY

**JULY 20, 2025**

**ON  
MAIN  
STREET**

**\$20  
ENTRY**

REGISTER @ 9AM  
**9AM - 1PM**  
COFFEE & DOUGHNUTS

**SHOPPING  
FOOD  
MUSIC**

PRESENTED BY THE WAYNESVILLE MERCHANTS ASSOCIATION  
[WWW.WAYNESVILLESHOPS.COM](http://WWW.WAYNESVILLESHOPS.COM)

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

# Resolution

Number 25-0319

Adopted Date March 11, 2025

APPROVING COUNTY MOTOR VEHICLE TAX (CVT-388) FOR THE VILLAGE OF WAYNESVILLE IN THE AMOUNT OF \$91,388.45

BE IT RESOLVED, to approve the following County Motor Vehicle Tax (CVT-388) for the Village of Waynesville.

<u>Project No.</u>	<u>Description</u>	<u>CVT Funds</u>
CVT -- 388	Traffic signal at SR 42 and North St. Project	\$91,388.45

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

Mr. Grossmann – yea

Mr. Young – yea

Mrs. Jones – yea

Resolution adopted this 11<sup>th</sup> day of March 2025.

BOARD OF COUNTY COMMISSIONERS

  
Ashley Watts, Deputy Clerk

cc: Engineer (file)  
Village of Waynesville





Dear Director Copeland,

On behalf of the Springboro Police Department, I want to extend our deepest thanks to you and your officers for your participation in the police parade for Eli – our brave six-year-old birthday boy who is courageously battling cancer.

Your willingness to respond without hesitation is a powerful reminder of the good that can happen when we stand together. The law enforcement community showed its heart, and for that, we are deeply grateful. Please share our thanks with every member of your department who played a role in making this event so special.

With sincere appreciation,

Daniel Bentley

A handwritten signature in black ink that reads "Daniel Bentley".

Chief of Police

Springboro Police Department



# TOGETHER WE STAND: A TOWN HALL ON SUICIDE PREVENTION

TUESDAY, JUNE 3, 2025 | 6:00 PM – 7:30 PM

## COUNTRYSIDE YMCA

1699 DEERFIELD RD., LEBANON, OH 45036

### EVENT HIGHLIGHTS

- Survivor Discussion Panel
- Keynote Speaker: Larry Turner, Save A Warrior
- Local Community Resource Booths
- Light Refreshments Provided by Kelly's Deli

### FREE & OPEN TO THE PUBLIC

Join us in raising awareness, building connections and supporting our community.

**Presented by:** Warren County Veteran  
Suicide Prevention Coalition & Warren  
County Suicide Prevention Coalition



## Finance Director Report

May 19, 2025

Jamie Morley

- The month of April has been reconciled, and reports are provided for review.
- Michelle Teska's aide replied to Council's invitation to attend a meeting. The response is as follows: "Thank you so much for reaching out. I have your meetings on Rep. Teska's calendar as a recurring event. She will certainly drop in as she is able."
- The Village is scheduled to make its final loan payment on July 1, 2025. This loan was taken out in 2001 for \$466,116.91. Additionally, the Village has one Ohio Water Development Authority loan with a balance of \$44,556.51, which is scheduled to be paid off on January 1, 2029. This loan was taken out in 2004 for \$198,869.04.
- I attended the Fiscal Officer Utility Boot Camp last week and gained a wealth of valuable information. I will be working with staff to complete the pro forma, which will provide a better understanding of water rates and capital project planning. This will take a lot of work, but should help the Village plan for future projects and ensure water rates are appropriately set.

Thank you,

Jamie Morley

Finance Director/Clerk of Council

**ORDINANCE NO. 2025-015**

**ESTABLISHING THE MAIN STREET CAPITAL PROJECTS FUND  
(FUND 4901)**

WHEREAS, the Village of Waynesville anticipates directing moneys to a special fund for saving for Main Street beautification projects; and

WHEREAS, as the special fund is created under Ohio Rev. Code § 5705.09(F), local governments do not need to seek Auditor of State approval for establishing this new fund

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

Section 1. That the Main Street Capital Projects Fund 4901 is hereby established in the Village treasury.

Section 2. That monies deposited in this fund shall be used only for the approved purposes as determined by Council for the beautification of Main Street.

Section 3. That this Ordinance shall be effective from and after the earliest period allowed by law.

Passed this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
CLERK OF COUNCIL

\_\_\_\_\_  
MAYOR



**ORDINANCE 2025-017**

**AN ORDINANCE AMENDING THE VILLAGE OF WAYNESVILLE  
PERSONNEL POLICY MANUAL REGARDING INSURANCE BENEFITS**

**WHEREAS**, pursuant to Section 35.01 of the Waynesville Codified Ordinances, the Village of Waynesville has adopted and approved a Personnel Policy Manual; and

**WHEREAS**, section 5.10 of the personnel policy manual governs insurance benefits; and

**WHEREAS**, Village Council now desires to make certain amendments to the Personnel Policy Manual to address these section.

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

Section 1. That the Village of Waynesville Personnel Policy Manual, as adopted by Section 35.01 of the Waynesville Codified Ordinances, is hereby amended as set forth in Exhibit A, attached hereto and incorporated herein by reference.

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

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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

\_\_\_\_\_  
Mayor

- (g) The Village will have to evaluate, on a case-by-case basis, paying for extended leaves for jury duty beyond 30 workdays.
- (h) The Village Manager may approve court leave for other reasons at his/her discretion.

**SECTION 5.9: LEAVE WITHOUT PAY**

- (a) The appointing authority may grant a leave of absence without pay to a regular full-time or part-time employee for a maximum duration of one year for an extraordinary personal reason. Such a leave may not be renewed or extended beyond one year.
- (b) Leave without pay may be granted for a maximum period of one year for purposes of education, training, or specialized experience which would be of benefit to the Village service by improved performance at any level or for voluntary service in any government-sponsored program.
- (c) The decision whether to grant a leave of absence without pay lies in the sole discretion of the appointing authority.
- (d) An employee who receives leave of absence without pay under this provision does not earn sick or vacation leave credit, holidays, longevity bonus credit, or service credit, nor is he or she eligible for Village paid health care and life insurance.
- (e) Any employee who is on a leave of absence without pay and accepts employment elsewhere is considered to have voluntarily separated from his/her Village employment.

**SECTION 5.10: INSURANCE BENEFITS**

- (a) The Village shall provide employee insurance information and other application materials to full-time regular employees upon their start date, or shortly thereafter. The Village reserves the right to require employees to contribute a share of the cost of the insurance premiums based on market conditions and the Village's financial resources.
- (b) The Village may provide health care insurance ~~beginning the first of the month on after~~ the employee's start date and ending at the end of the month that an employee ~~voluntarily~~ separates from Village employment.
- (c) The Village provides employee group life insurance coverage, which begins on the employee's start date and ends immediately upon separation from Village employment.

Formatted: Highlight

Formatted: Strikethrough, Highlight

**ORDINANCE 2025-018**

**AMENDING THE SCHEDULE OF FEES AND CHARGES FOR THE  
VILLAGE OF WAYNESVILLE REGARDING TRASH AND YARD WASTE  
DISPOSAL SERVICE FEES**

WHEREAS, the Village of Waynesville has previously adopted a schedule of fees and charges, as adopted by reference in Section 36.05 of the Codified Ordinances; and

WHEREAS, it is now the intention of Village Council to amend the fee schedule as it relates to certain fees.

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

Section 1. That the current Schedule for Fees and Charges for the Village of Waynesville shall be amended as set forth in Exhibit A, attached hereto and incorporated herein by reference.

Section 2. That this Fee Schedule shall be available for public inspection in the office of the Village Clerk.

Section 3. That this Ordinance shall be effective from and after the earliest period allowed by law.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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

\_\_\_\_\_  
Mayor



## 2025 SCHEDULE OF FEES AND CHARGES

*The following fees are established by ordinance and may be amended at any time by the Waynesville Village Council.*

### **ALL THIRD-PARTY EXPENSES WILL BE PAID BY PROPERTY OWNER**

#### **RESPONSIBILITY OF PERMIT HOLDER**

*The acceptance of a permit shall bind the permit holder to the faithful observance of all lawful requirements pertaining to the installation for which the permit has been issued. It shall bind such permit holder to the regulations adopted by the Village of Waynesville. Said permit holder shall comply with all orders by any officer of the Village of Waynesville with respect to any law or ordinance, or matter pertaining to said regulations. Failure to so comply shall be justification for revocation of the permit(s) and/or certificate(s) issued.*

#### **GENERAL REGULATIONS GOVERNING FEES**

- A. Commencing Work Prior to Issuance of Permit: *Where a permit is required for a particular type of work, and such type of work is commenced on a project prior to receipt of a permit, the Community Development Director, or designee, shall take the necessary steps to determine whether work performed requiring inspection prior to date of permit and inspection conforms to the Village of Waynesville's Codified Ordinances. The fee for making such necessary investigations prior to issuance of such permit shall be equal to the fee for the permit and shall be in addition thereto, but in no event shall the fee for investigation prior to issuance of permit exceed \$750.00. The payment of the aforesaid fees shall not relieve any person from fully complying with the requirements of the Village of Waynesville's Codified Ordinances in the execution of the work nor from any penalty prescribed in said Codified Ordinances. Payment of the investigation fee provided by this section does not preclude prosecution pursuant to the appropriate section of the Village of Waynesville's Codified Ordinances.*
- B. Reinstatement/Revocation of Permits or Certificates: *When any permit or certificate is revoked because of the violation of any of the provisions of the Village of Waynesville's Codified Ordinances, the fee for reinstating such revocation shall be 50% of the fee for the original permit or certificate, but in no way shall exceed \$750.00.*
- C. Changes and Additions to Plans and Specifications: *Nothing in the Code shall prohibit the filing of changes and/or additions to plans and specifications at any time before the completion of work for which a permit has been issued, provided such changes and/or additions are in compliance with the Code. Such changes and/or additions after approval shall be made a part of the plans and specifications and filed as such. An additional permit shall be obtained for each such change and/or addition. If the change involves an increase in the square footage, the fee shall be based on additional square footage. If the change involves no increase in square footage, no additional fee shall be charged. No refund shall be made in the event such changes involve a decrease in*



square footage.

- D. Expiration and Renewal of Permits: Upon expiration of a permit, in accordance with the Code's requirements, no work on the project shall be permitted until the permit is renewed. The permit fee shall be charged based on percentage of the unfinished work, as determined by Village of Waynesville.
- E. Refunds:
1. Permits: In the event that the holder of a permit decides to abandon performance of the work authorized by the permit and if no work has commenced, the holder may return the permit to the Village of Waynesville prior to the date of its expiration and receive a refund of a portion of the fee charged. The refund shall be half of that portion of the fee charged for the permit. No refund shall be made for any permit after the date of its expiration.
  2. Certificate of Occupancy: Fee for Certificates of Occupancy is not refundable.
- F. Fees Additive: Unless otherwise specifically noted, the fees prescribed herein shall be additive and separate fees shall be paid for each of the items listed as applicable.

### SCHEDULE A

#### Miscellaneous Fees:

1. Copying/duplicating fee:
  - \$ .15 per 8-1/2" x 11" black and white copies
  - \$ .20 per 8-1/2" x 11" color copies
  - \$ .25 per 8-1/2" x 14" black and white or color copies
  - \$ .30 per 11" x 17" black and white or color copies
  - \$15.00 per page for maps
  - \$4.00 for copy of police reports or accident reports (for first 3 pages)
    - \$1.00 for each additional page
  - \$15.00 for audio tape copies
  - \$15.00 for videotape copies
  - \$5.00 for cd-rom
2. Curb, Gutter, Sidewalk, Drive Approach Permit:

Work in Lineal Feet:	Sidewalk	Curb/Gutter	Drive Approach
50 feet or less	\$25.00	\$25.00	\$25.00
Add'l. 50' units	+ \$10.00/unit	+ \$10.00/unit	+ \$10.00/unit

\*\*Residential Sidewalk Permit includes one driveway not less than 18 feet or more than 26 feet in width. Add \$20.00 for each additional driveway of 26 feet or less in width.

\*\*Commercial Sidewalk Permit includes one driveway not less than 18 feet or more than 35 feet in width. Add \$25.00 for each additional driveway of 35 feet or less in width.
3. Fingerprinting: \$20.00

4. Garage Sale Permit: \$5.00 (good for 3 consecutive days)
5. Returned Check Charge: \$30.00
6. Soliciting (Door to Door Sales): \$75.00 application fee
7. Horse Drawn Taxi: \$50.00
8. Developers Handbook: \$30.00
9. Charter copy: \$5.00
10. Codified Ordinances copy: \$75.00
11. Notary Service Fee: \$1.50, per Ohio Revised Code § 147.08 B
12. Background Investigations: \$20.00
13. Police Special Event/Off Duty Service Fee: \$60.00 per hour reimbursement fee
14. Street Department Special Event/Off Duty Service Fee: \$50 per hour reimbursement fee
15. Mobile Food Service Operations (Food Truck) - \$25.00 good for 30 consecutive days – cannot be in one location longer than 72 hours. (2024-020)

Relative to work and installations within the Street Right of Way:

1. Franchise Permit Fee - As per franchise agreement.
2. General Permit Fee - 3% of annual Gross Revenues
3. Special Permit - \$1.50 per linear foot of right of way used or occupied, to be paid annually by January 31.
4. Street Opening - \$50.00 per opening
5. Daily Work Fee - \$25.00 per day plus \$0.10 per linear foot of right of way in which construction, maintenance or other activities takes place.

**SCHEDULE B**

*The following fees are required to be paid to the Village of Waynesville for the application indicated herein. All fees must be paid prior to the issuance of a permit. These fees are established by ordinance and may be amended at any time by the Village Council. When construction has begun or a use has been initiated prior to the issuance of the permit, the*

*standard fee shall be doubled as a penalty for non-compliance with the Village of Waynesville Codified Ordinances.*

Planning & Zoning Fees (per occupied unit):

1. Certificate of Zoning Compliance (Includes attached decks, porches and garages.):
  - A. \$.10 per square foot to be placed in the following funds:
    - 40% Storm Sewer
    - 30% Administrative Fees
    - 20% Parks and Rec
    - 10% Sidewalk
2. Temporary Zoning Certificate: \$75.00 (For the temporary use of land, maximum of 30 days, such as construction trailers, temporary storage trailer/P.O.D.S unit, etc.)
3. Site Plan Review (Commercial/Industrial): Applicant will be billed at the published rate charged by the Village Engineer pursuant to contract and shall be paid prior to the issuance of any permit.
4. Zoning Map Amendment (Rezoning):
  - A. First acre or portion thereof: \$500.00
  - B. Each additional acre or portion thereof: \$25.00
5. Planned District:
  - A. Conceptual Plan: \$250.00, plus \$25.00 per acre or fraction thereof.
  - B. Preliminary Development Plan:
    - a. 0-100 acres: \$550.00
    - b. 101-500 acres: \$800.00
    - c. 501 acres and over: \$1,250.00, plus \$25.00 per acre or fraction thereof.
  - C. Final Development Plan:
    - a. 0-100 acres: \$800.00
    - b. 101-500 acres: \$1,250.00
    - c. 501 acres and over: \$1,500.00, plus \$15.00 per acre or fraction thereof.
6. Fence Permit: \$50.00
7. Sign Permit:
  - A. Wall Sign: \$20.00 up to and including 25 square feet, plus \$1.50 per square foot for each additional square foot.
  - B. Freestanding Sign: \$20.00 up to and including 15 square feet, plus \$1.50 per square foot for each additional square foot.
  - C. Projecting Sign: \$20.00 up to and including 12 square feet, plus \$1.50 per square foot for each additional square foot.
  - D. Window Sign: \$20.00 up to and including 12 square feet, plus \$1.50 per square foot for each additional square foot.

- E. Temporary Sign: \$25.00 for a display period, per Chapter 153 of Village of Waynesville Codified Ordinances.
  - F. Church/Institutional Signs: \$20.00 up to and including 20 square feet, plus \$1.50 per square foot for each additional square foot.
  - G. Gasoline Service Station Price Sign: \$20.00 up to 20 square feet, plus \$1.50 per square foot for each additional square foot.
8. Accessory Structure Permit (Structures not attached to house.):
- A. Deck and Porches:
    - 0-300 sq. ft.: \$100.00
    - 301-500 sq. ft.: \$125.00
    - 501-1,000 sq. ft.: \$150.00
    - 1,001 sq. ft. and over: \$175.00
  - B. Detached Garage, Workshop, Shed or Storage Facility:
    - 0-300 sq. ft.: \$100.00
    - 301-500 sq. ft.: \$125.00
    - 500-1,000 sq. ft.: \$150.00
    - 1,001 sq. ft. and over: \$175.00
  - C. Gazebo: \$80.00
  - D. Masonry Fireplace: \$80.00
  - E. Move Existing Structure:
    - 1. Accessory Structures: No Fee
    - 2. Principal Structures: See Certificate of Zoning Compliance Charges
  - F. Patio Cover or Carport: \$50.00 (not enclosed)
  - G. Retaining Wall: \$80.00
  - H. Swimming Pool: \$100.00
9. Demolition Permit: \$100.00
10. Conditional Use Permit Application: \$ 250.00
11. Variance Request Application: \$ 250.00
12. Certificate of Appropriateness:
- A. Repair with same materials: \$15.00
  - B. Substitution of materials: \$35.00
  - C. New Construction: \$35.00
  - D. Signs: \$15.00
13. Occupancy Permit: \$35.00
14. Re-Occupancy Permit: \$35.00
15. Park Fee: \$500.00

16. Third Party Review: Applicant will be billed at the published rate charged by the Village Engineer pursuant to contract and shall be paid prior to the issuance of any permit.
17. Flood Plain Elevation Certification Permit: \$100.00
18. Minor Subdivision (Lot Split, Combination or Replat):
  - A. Residential: \$100.00, plus \$15.00 per lot.
  - B. Non-Residential: \$125.00, plus \$15.00 per lot.
19. Parking Requirement Non-Compliance: \$5.00 per parking space per month.
20. Plat Review Fee (public improvements): Applicant will be billed at the published rate charged by the Village Engineer pursuant to contract and shall be paid prior to the issuance of any permit.
21. Street Tree Permit Fee (Waterford Place Subdivision): \$500.00
22. After-hours call out for staff: Minimum \$150 for 2 hours, each additional hour is \$75. (2023-042)

### SCHEDULE C

#### Bulk Water Rate

1. \$6.00/1,000 gallons (2024-039)

#### Water Utility Fees:

1. Disconnect utility service: \$25.00
2. Reconnect utility service: \$25.00
3. Water meter purchase: \$ 325.00 (5/8" x 3/4" meter) or market value. Larger meters will be quoted.
4. Late fee for past due bills: 10% of outstanding balance
5. Meter installation fee: \$150.00
6. Water line inspection fee: \$150.00
7. Replacement lid for water meter pit: \$50.00

#### Water Connection Fee (Ordinance 2018-035):

1. Size of Meter Connection	Fee
5/8"	\$4,300
3/4"	\$8,000
1"	\$16,000
1.5"	\$28,000
2"	\$58,000
3"	\$74,000

4"	\$104,000
6"	\$116,000
8"	\$208,000

Connections for the Fire Service will be metered in a vault or pit and will be metered to the diameter of the pipe. All costs for the fire service connection will be the responsibility of the property owner. (Ordinance 2018-040)

Inside the Corporation

1. Monthly water capital surcharge: \$10.00
2. Monthly water improvement charge: \$1.88
3. Commodity charge: \$4.31/1,000 gallons effective 1/1/2025 (2024-039)  
\$4.48/1,000 gallons effective 1/1/2026  
\$4.66/1,000 gallons effective 1/1/2027

Corporation Limits:

1. Monthly water capital surcharge: \$10.00
2. Monthly water improvement charge: \$1.88
3. Commodity charge: \$5.28/1,000 gallons effective 1/1/2025 (2041-039)  
\$5.49/1,000 gallons effective 1/1/2026  
\$5.71/1,000 gallons effective 1/1/2027

Water Tower Fee for all new connections:

1. \$1,500.00 per connection

Trash and Yard Waste Disposal Service:

1. \$22.25 per month (includes one toter) effective July 17, 2025. (2025-012)  
\$22.75 per month (includes one toter) effective June 17, 2026. (2025-012)  
\$23.75 per month (includes one toter) effective June 17, 2027. (2025-012)
2. Additional trash toter: \$3.00 per month

Temporary Ban on Water Usage Violation:

1. \$100.00 per violation

Water Meter Jumper Violation:

1. \$500.00 per violation

Street Light Utility:

1. \$ 2.40 per month per property individual business or residence (2022-011)

Storm Sewer:

1. \$4.00 per month per customer (2024-039)

Water Capital Surcharge:

1. \$10.00 per month per customer

Water Improvement:

1. \$1.88 per month per customer

Sewer Deduct Meter (2023-042)

1. \$225 for meter or current market price
2. \$325 for irrigation radio read meter or current market price
3. \$25 service fee charged yearly after the first year

**SCHEDULE D**

Fire Service Availability Fee – Monthly (Ordinance 2019-015):

1" connection	\$5.00
2" connection	\$20.00
3" connection	\$45.00
4" connection	\$80.00
6" connection	\$180.00
8" connection	\$320.00

Public fire hydrant	\$3.50
Private fire hydrant	\$5.50

---

U:\Rod\Finance\Schedule of Fees and Charges\2006ScheduleOfFeesAndCharges.doc



Minutes from the Finance Committee  
Village of Waynesville Ohio  
April 7, 2025

Committee Members present: Chris Colvin, Troy Lauffer, Connie Miller  
Guests present: Mayor Isaacs, Jim Hough  
Staff present: Chief Copeland, Jamie Morley

The minutes of the previous meeting were approved with a spelling correction.

Mr. Hough was in attendance to present our employee insurance options for the year. Due to 2 major claims this year our rates will go up 50% if we stay with our current provider for our 11 covered employees. If we change providers the deductibles for 2025 so far will also transfer.

Mr. Lauffer expressed a concern about employee retention if we change plans and employees have to find a new doctor. It was discussed that we have had several good years in a row as applies to insurance. Mr. Colvin made a motion to stay with Aetna and have an ordinance written for the next meeting. 3 ayes.

Finance Director Jamie Morley reported that the interest we have earned in the Sweep Account has gone down by about \$8000 due to the market decline. Ms. Morley will go to a conference on March 26-28. Mr. Lauffer asked Ms. Morley if she is getting enough education and support for her role. She said she is. Ms. Morley received a new computer from UAN and also a new printer. There will be an audit this year for financial years 2023 and 2024. The cost will be \$6000-8000.

The committee reviewed the various reports. Mr. Lauffer asked about a payment for \$13000. It was for the Mobile Data Computer for the newest police cruiser. We received \$128,000 from the County Vehicle Tax Fund for the new traffic light.

Rep. Adam Matthews from the 56<sup>th</sup> district of Ohio is proposing a bill stating that renewal levies no longer will no longer be placed on ballots. Mr. Colvin asked we invite him to a meeting to explain his proposal.

The meeting was adjourned at 6:40pm

## **Finance Committee Meeting on April 21<sup>st</sup> 2025 at 6pm**

**\*Roll call was taken and those present are Chris, Colvin, Connie Miller and Jamie Morley.**

**\*Guest are Gary Copeland and Jim Huff**

**\*Mr. Colvin asked Chief Copeland to speak to the committee about an employee issue with the new health insurance rates.**

**\*Chief Copeland expressed the concerns about the employees being unhappy with the Health Insurance increase. Chief Copeland advised that he almost lost another employee to another agency. Chief discussed the importance of employee retention and the overwhelming cost to hire a new employee. Jamie Morley then went over the information of the increased prices that she emailed to all of the employees. Chief Copeland then discussed about dropping the employees percentage of their contribution. Lots of discussion was talked about on how much family rates were and individual rates. Mr. Lauffer asked what other agencies are offering. Chief said that Warren County Sheriffs Office is now free to their employees. Mr. Hough discussed the current deductibles for HRA etc...Mr. Hough discussed changing the deductibles, and lowering the employee contribution. And then trying to figure out what to do in the near future. Lots of many circumstances were discussed.**

**\*Mr. Lauffer expressed the importance of keeping employee retention. Mr. Lauffer asked why the Village just pay for the employees portion of the insurance, and Mr. Hough advised that some percentage was needed due to if it was free, then every employee would need to take it, even those that get insurance elsewhere. Much conversation was discussed about employee retention and how much it would cost to hire and train new employees, especially Police Officers. A 5% employee contribution was discussed and Mrs. Miller said she agreed with the percentage but was concerned about how the public would look at it. After more conversation, the committee agreed that keeping employees retention was extremely important and would ultimately save the Village, and tax payers, money. Mrs. Miller made a motion to make an ordinance to change the employee contribution to 5%, and Mr. Lauffer seconded it. A vote was taken and all was in favor.**

**\*Mr. Colvin advised he and Chief Copeland wanted to discuss having a working session with the employees. The employees could meet with the Insurance company themselves, without Village attendance. This way they could talk about issues that they personally wanted, and to feel free to discuss it. Mr. Hough asked that the working session occur in January or February so that there is plenty of time to make any changes.**

**\*Jamie said Gus from Wayne Township, asked that Waynesville help with the cost of the tire removal. It has been paid for by a Federal grant in the past, but the grant is no longer**

available. Jamie Morley said it was based on per capita for each jurisdiction. And would be about \$6,000 to \$8,000. Mrs. Morley said Corwin and the Township would participate. Mr. Lauffer was opposed to the request, and said at some point everyone needs to be held responsible for their own tire disposal. Jamie said it would be brought up during new business.

\*Mrs. Morley asked if the committee was approving of renaming the fund set aside for street lights. This way the money is more transparent and more accurate and not just for street lights. It is for Main Street improvements.

\*Mrs. Morley then discussed the \$60,000 Smith Corp PO. It was finished in 2025 but the money is just sitting there and is not able to be closed and moved without a compliance violation. The money should have been removed but the safest way is to close it out and remove it at the end of 2025. Mr. Colvin suggested leaving the money there so Jamie does not get a compliance violation.

\*Mrs. Morley discussed trash rates. She said the rates need to be raised because Rumpke has raised their rates. In 2024, \$44,000 of the trash fund was used due to unexpected rates. Due to the village charging extra on the trash to the citizens, the trash fund has \$101,000 in it for a "Rainy Day." Jamie said Rumpke is raising the rates 90 cents the 1<sup>st</sup> year and then 50 cents and then 90 cents over the next 3 years. Rates were discussed and will be placed on a new ordinance.

\*Mrs. Morley advised that in May the audit for 2023 and 2024 would take place and it cost about \$8,000 to \$10,000...

\*Mrs. Miller asked Mrs. Morley what personal services account is for? Mrs. Morley was not sure and said she will get back to us with the answer.

\*The meeting was adjourned at 6:53