

COUNCIL AGENDA

Monday, August 18, 2025 – 7:00 pm Waynesville Municipal Building, 1400 Lytle Road

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- II. Pledge of Allegiance
- III. Mayor (for purposes of acknowledgments)
- IV. Disposition of Minutes of Previous Meetings
 Council, August 4, 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. 2025-022

AUTHORIZING THE VILLAGE MANAGER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED

Tabled:

None

IX. Executive Session

X. Adjournment

Next Regular Council Meeting:

September 2, 2025, at 7:00 pm

Upcoming Meetings and Events:

MOMS Committee, August 18th, 2025 @ 5:00 p.m. Finance Meeting, August 18th, 2025 @ 6:00 p.m. Public Works Committee, September 2, 2025 @ 6:00 p.m.

Village of Waynesville Council Meeting Minutes August 4, 2025 at 7:00 pm



Present:

Mr. Lyle Anthony

Mr. Brian Blankenship Mr. Zack Gallagher Mayor Earl Isaacs Mr. Troy Lauffer Mrs. Connie Miller

Absent:

Mr. Chris Colvin

Village Staff Present: Jeff 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, August 4, 2025.

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

Roll Call – 6 present

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

Motion – Isaacs Second – Gallagher

Roll Call – 6 yeas

Mayor Acknowledgements

Mayor Isaacs said the Village is looking good. He said that the Franklin project is a bit slower than expected, but the residents' patience will pay off when the new road is finished and looks great.

Disposition of Previous Minutes

Mrs. Miller motioned to approve the July 7, 2025 meeting minutes as written, and Mr. Anthony seconded the motion.

Motion – Miller Second – Anthony

Roll Call – 6 yeas

Public Recognition/Visitor's Comments

Diane Colvin, 4337 Wayne Township Road, stated she is a Wayne Township Trustee and is addressing the Council about the old Michener property. She requested that the Council not pursue annexation of the property that way; if developed, it would be divided into two-acre lots as per Wayne Township zoning codes. She mentioned that residents do not want new houses, and the school is at capacity. Additionally, she added that she is running for re-election and would appreciate the Council's support. Mrs. Miller asked if Ms. Colvin had a stronger reason for opposing growth beyond her personal preference. Ms. Colvin clarified that she is not antigrowth but prefers fewer houses and believes this reflects the opinion of most residents. Mrs. Miller stated that she believes growth is inevitable and would like to see it develop on the Village's terms. She also said it would be beneficial to consider the proposals being presented. Mr. Lauffer added that he wants the Village to control growth. While they cannot stop growth, he favors developing property with lots no smaller than half an acre. Ms. Colvin noted studies showing that households contribute \$1.00 in taxes for every \$1.20 spent on services. Mrs. Miller invited Ms. Colvin to attend any meetings where the property is discussed to see what ideas are being proposed.

Jeff Patton, 1064 Camp Creek, stated he is a long-time resident. He explained that he believes everyone has the right to their investments, and he does not think the gentleman paid \$18K an acre to farm the Michner property. He added that Clearcreek Township did not consider Wayne Local Schools when they approved the Winding Creek Development, which brought the school district to capacity. He would like to see a development that reduces the tax burden on all the other residents. He also mentioned that he believes no one wants to see growth once their house is built, but it is inevitable. He added that he disagreed with the Township when they eliminated the PUD District.

Old Business
None

Finance

Reports

The Finance Committee will meet August 18th at 6:00 p.m.

Public Works Report

Public Works Committee's next meeting will be on Tuesday, September 2nd, 2025, at 6 p.m. The public is invited to attend.

Special Committee Report

MOMS Committee will meet on August 18, 2025, at 5:00 p.m.

Village Manager Report

- Chief Copeland thanked Ms. Colvin for Wayne Township's collaboration on the OPWC grant projects. This collaboration provides the Village with much-needed points to secure the grants.
- The bid process for PY 39 occurred on July 8th. This project will replace the storm sewer, waterlines, and repave Fourth Street. SmithCorp submitted the lowest bid, which was below the estimate. They did a good job on Franklin Phase II. An ordinance to award the project to them is on tonight's agenda as an emergency. If adopted as an emergency, they can begin ordering materials and may start right away, as they already have their equipment on site.
- There is also an ordinance to apply for OPWC PY 40. This project aims to replace the waterlines and storm sewers and to repave Fifth and Sixth Streets, along with part of Chapman. It should replace all the older waterlines in the Village, and potential lead lines should no longer be a concern. An ordinance to enter into a contract with Choice One to complete the preconstruction plans is also included. This will help the Village earn additional points to qualify for the grant.
- Well 8 was producing less than 300 GPM (Gallons Per Minute). Moody's replaced the screen, cleaned the motor, and performed a sonic blast to open up the well. The well is now producing 496 GPM. This is a 60% increase. Well 10 is still under construction.
- Chief Copeland submitted the Village to participate in another class action opioid lawsuit.
- SmithCorp is progressing on OPWC Franklin Phase II. Several full-depth repairs were necessary on the street before repaving. The vault door has been replaced from aluminum to cast iron. This was an engineering mistake, as an aluminum door should never have been ordered for the roadway. Choice One has agreed to pay the difference since their engineering plans specified the wrong material.
- The Village is responsible for maintaining the area in front of the retaining wall on Route 42. Mr. Purdum used to handle this, but since

- he stepped back from the business, it has been neglected. The Village used state Highway funds to have MBI clean up the area, and the Maintenance Department will now be able to keep it maintained.
- Chief Copeland met with a couple of representatives from Kelchner to get a quote to put in the bollards downtown. These would be used during festivals to block the streets and protect individuals. Chief Copeland stated he would like to research possible safety grants to help offset the cost.
- Public Works Department helped clean up the streets from all the candy during the parade. He suggested that next year, running the street vacuum right after the parade could help avoid the sticky mess, or possibly hiring a commercial street sweeper.
- Chief Copeland congratulated Mayor Isaacs for being selected as Grand Marshall for the 4th of July Parade.

Police Report

- July's Calls for Service and Mayor's Court month-end reports have been submitted for review. The Code enforcement report has also been provided for review.
- Range qualification has been scheduled, and Stubbs Conner has kindly agreed to provide lunch for the officers during the qualification.
- Photographs of the 4th of July parade and fireworks celebration have been provided for review.

Mrs. Miller made a motion to accept the luncheon gift provided to the officers by Stubbs Conner during range qualifications, and Mr. Gallagher seconded the motion.

Motion – Miller Second – Gallagher

Roll Call - 6 yeas

Financial Director Report

- The month of June has been reconciled, and reports have been submitted for review.
- Ms. Morley mentioned that one of the ODWA loans has been fully paid off. There is still another loan that will be paid in full by 2029. There is a remaining balance of \$40,000. She explained that paying it off early isn't worth it because the Village would still need to pay all the interest, so there's no benefit to paying it off now.
- The Village's website has been updated to include WMA's new brochure and map.

Ms. Morley stated that the audit is wrapping up, and she hopes to report at the next meeting that it has been completed.

Mr. Lauffer asked if the Village has received an invoice from the Township for the tire recycling event. Ms. Morley responded that she had not heard or received anything. She stated that Ms. Colvin might have more information. Ms. Colvin stated that Rumpke has misbilled the Township, and they are working on rectifying the issue.

Law Report

None	

New Business

Consideration of a hearing for the transfer of the liquor license to the new owners of Hometown Market. There was no request for a hearing, as Chief Copeland stated there have been no issues.

Legislation

First Reading of Ordinances and Resolutions

Ordinance No. 2025-021

Authorizing the Village Manager to Enter into a Contract with Smithcorp, Inc. in an Amount Not to Exceed \$1,158,630 for the Fourth Street Water Main Replacement and Resurfacing Project and Declaring an Emergency

Mr. Gallagher made a motion to waive the two-reading rule for Ordinance 2025-021, and Mrs. Miller seconded the motion.

Motion – Gallagher Second – Miller

Roll Call – 6 yeas

Mr. Gallagher made a motion to adopt Ordinance 2025-021 as an emergency, and Mr. Blankenship seconded the motion.

Motion – Gallagher Second – Blankenship

Roll Call – 6 yeas

Ordinance No. 2025-022

Authorizing the Village Manager to Prepare and Submit an Application to Participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(S) and to Execute Contracts as Required

Mrs. Miller motioned	for the first reading of C	Ordinance 2025-022, an	d Mr.	Gallagher	seconded
the motion.		,			

Motion – Miller Second – Gallagher

Roll Call - 6 yeas

Ordinance No. 2025-023

Authorizing the Village Manager to Enter into a Contract with Choice One Engineering for Professional Services Related to the Fifth Street & Sixth Street Water Main Replacement & Resurfacing Project and Declaring an Emergency

Mr. Anthony made a motion to waive the two-reading rule for Ordinance 2025-023, and Mrs. Gallagher seconded the motion.

Motion – Anthony Second – Gallagher

Roll Call - 6 yeas

Mr. Blankenship made a motion to adopt Ordinance 2025-023 as an emergency, and Mr. Anthony seconded the motion.

Motion – Blankenship Second – Anthony

Roll Call – 6 yeas

Second Reading of Ordinances and Resolutions

None	
Executive Session	• •
None	
All were in favor of adjournment at 7:37 p.m.	
Date:	
Jamie Morley, Clerk of Council	

Council Report

August 18, 2025 Chief Copeland

Manager

• The applications for the Ohio Public Works Commission PY40 grant for the Fifth and Sixth Street waterline, stormwater line, and repaving project have been completed. Once Ordinance #2025-022 has its final reading and is approved, we will submit the application to the Warren County Regional Planning Commission. The application must be submitted by October 3rd, after which all county applications will be reviewed by the County RPC Executive Committee for scoring and ranking before being sent to the State of Ohio Public Works Commission.

The total cost of the completed multi-jurisdictional project is estimated at \$1,651,500.00. This is a collaborative effort between the Village and the County, as they have also filed an application for a Fifth and Sixth Street sanitary sewer lining project.

The estimated cost of the Village's portion is \$1,335,000.00, with a grant amount of \$1,139,540.00, which represents 69% of the Village's cost. The Village's local match will be \$511,960.00, making up 31% of the project. For the County project, the estimated cost is \$316,500.00, with a county match of \$98,110.00 allocated to the Village. This county match will be subtracted from the Village's contribution, reducing the Village's project contribution to \$413,850.00.

I have reviewed the application project selection rating system, and it appears that the Village will receive a total of 63 points. This should place us in a strong position to be awarded the 2026 OPWC PY40 grant. Once the County approves the Cooperative Agreement between the Village and the County, I will present it for approval. This agreement will need to be passed as an emergency measure to expedite the application process.

• The Village Maintenance Department repaired a yard basin at 701 Robindale.











• The Street Maintenance Department repaired a pothole and catch basin on S. Main Street.











• SmithCorp will be correcting a handicap ramp on Franklin Road at Old Stage because its slope degrees do not meet OSHA standards. Cox Paving will begin the full-depth repairs and repaving on Tuesday, August 19th. They have provided a copy of the commencement bond certificate and have taken on-site project measurements. They are on schedule to complete the Franklin Road project by the end of the month.











• Due to increased rainfall and the dense volume of trees behind Pat's Gas station, the large basin often becomes clogged with fallen branches and other debris. To manage the heavy flow of stormwater, the Village Maintenance Department recently cleared the basin.











- On August 8th, the Village received the fifth installment wire transfer of \$531.82 related to the National Opioid Settlement.
- The Township is accepting articles before September 2nd for the fall magazine scheduled to be mailed the first week of October. Mrs. Miller has already begun preparing an article on the rebranding of the Village.

- I would like to inform you that the Ohio Legislature has established new cybersecurity requirements for local governments through the recently passed House Bill 96, which Governor DeWine signed on June 30th. These requirements will take effect in 90 days. The new standards align with the provisions outlined in Ohio House Bill 283 and Senate Bill 208, which mandate that political subdivisions develop a cybersecurity program. Furthermore, there are new reporting obligations for the State of Ohio in the event of any cybersecurity or ransomware incidents. Local governments are now required to notify the following entities after such incidents:
 - (1) The Executive Director of the Division of Homeland Security within the Ohio Department of Public Safety must be informed of the incident as soon as possible and no later than seven days after the political subdivision becomes aware of it.
 - (2) Additionally, the Ohio Homeland Security's Cyber Integration Center (OCIC) will be issuing guidelines soon on the proper methods for notification.

I have reached out to several specialists in cybersecurity service design who work with municipalities to obtain quotes for compliance with House Bill 96 (Net X, Pioneer 360, VC3, and Highcap). Our current IT representative, Brent Kerlin from Highcap Technologies, is researching the requirements and will provide a quote. I met with Matt Worthen and Brennon Moore from Net X IT Solutions on Thursday, August 14, at 10 am. They conducted a risk assessment of our system and reviewed our response planning and reporting policies to determine the necessary measures for compliance with state requirements. I am meeting with James West of Pioneer for a quote next week. I will share the quotes with the Council as I receive them, before we enter into any agreements.

• The Street Maintenance Department has been painting curbs throughout the village.







• I received a follow-up quote from Gus Maxa and Justin Hagood from Kelchner regarding the meeting on July 29th. The research conducted on Main Street indicated that we would require 90 removable bollards to meet our needs. Additionally, I believe we should install 8 extra removable bollards at the intersection of Main Street and SR73. The quote for the materials and installation of the 90 units is \$243,472.50. The cost for the 8 additional units is \$21,642.00, bringing the new total to \$265,114.50. I am currently researching safety grants and discussing funding options with the Finance Director. I will share this information with the MOMS Committee, Finance Committee, and Public Works. A copy of the quote, which includes location photos, has been provided with this report.

Police

- I have attached the year-to-date statistics for 2025 from the Ohio Drug Task Force, as provided by the Ohio Department of Public Safety. These statistics are color-coded and organized by county. The drugs listed include cocaine, crack, ecstasy, fentanyl, fentanyl pills, heroin, LSD, marijuana, methamphetamine, prescription pills, and opiate pills. There is a prescription drop box located at the Village Government Center.
- I want to communicate to the public about the operations of the Village Mayor's Court. Firstly, the police department and its staff do not have authority over the operations of the Mayor's Court. The magistrate has full authority over the functioning of the Mayor's Court and the resolution of all cases.

The Waynesville Mayor's Court is one of 297 mayor's courts in Ohio. The state has 88 counties, and 64 of these counties operate a mayor's court. In Warren County alone, there are seven mayor's courts: Carlisle, Harveysburg, Maineville, Morrow, South Lebanon, Springboro, and Waynesville. Mayor's courts allow smaller municipalities to handle cases locally, which helps reduce the caseloads of county and municipal courts.

Our court primarily deals with traffic violations and local ordinances. It is important to note that we are not a court of record, meaning we do not keep audio or video recordings of cases, nor do we maintain written transcripts. Like any court, the Waynesville Mayor's Court follows specific rules and guidelines, which are outlined in Chapter 1905 of the Ohio Revised Code.

The Mayor of Waynesville is responsible for appointing a magistrate to oversee the court. The magistrate must be licensed to practice law and/or serve as a judge in a court of record. The magistrate's ability to impose punishments is limited by the severity of the crime, ensuring that penalties are fair and just. If a defendant wishes to appeal a case heard in our court, they have the right to do so. If the appeal is granted, the case will be transferred to the Warren County Court, which is a court of record, and the trial will be conducted de novo.

Waynesville Mayor's Court is fully accountable for all aspects of its operations. The State of Ohio conducts annual audits of its finances, case management, and procedures. Weekly reports are provided to the Ohio Bureau of Motor Vehicles, while monthly finance reports are submitted for review by the Village Finance Director. Additionally, quarterly reports are sent to the Ohio Supreme Court to ensure that cases are processed in a timely manner.

Waynesville Mayor's Court is open to the public to attend and meets on the second and fourth Mondays of each month, unless a holiday falls on one of these days. Court sessions begin at 5:30 PM.



Kelchner, Inc. 50 Advanced Drive Springboro, Ohio 45066

> T: (937) 704 9890 F: (937) 704 9895

www.kelchner.com

Gary L. Copeland
Public Safety Director/ Village Manager
Village of Waynesville
1400 Lytle Road
Waynesville, OH 45068

Re: Removable Bollards Installation for Downtown Waynesville

Kelchner is pleased to provide the following proposal for Removable Bollards Installation for Downtown Waynesville. Pricing is based on the Goggle Earth Overview drawing of the intersections from South Street to Franklin Street. All quantities and prices are based on our take-offs and provided on the attached bid form. Pricing is based on general bid items and includes overhead, and profit.

Scope Clarifications:

August 04, 2025

Removable Bollards – Pricing is for installing approximately 5 bollards at each street crossing from South Street to Franklin Street. Based on the overview drawing, 90 bollards will be installed. All bollards will be incased with rebar and concrete per the manufacturer's detail. The following pricing does not include asphalt remediations, stripe, and material disposal.

Included:

- Installation of approx. 90 Calpipe Security Bollards. Bollards will have a stainless steel 6" embedment Sleeve with a 6" carbon Steel (safety yellow) painted bollard. Attached street plan shows approximate bollard locations. Exact Location of bollards to be coordinated with City of Waynesville. Locations may need adjusting to avoid existing underground utilities. Bollards can be increased/decreased in quantity at a per each price of \$2,705.25.
- o Excavation of bollard concrete band trench 24" wide by 24" deep. Haul off excavated materials.
- o Installation of 4000 PSI concrete with rebar per plan. Concrete to be flush with existing asphalt surface course.
- Public utility location services, private utilities will need to be marked by others. Pricing does not cover any rerouting,
 relocation, or damages to unknown utilities. Private utility location can be performed as an extra

Scope Exclusions:

- Private utility location services. Rerouting, relocation of underground electrical, cable or fiber utilities or damage caused to unknown underground utilities.
- Patching back of adjacent asphalt due to edge cracking along newly established bollard bands
- o Striping repairs on existing roadway
- o Padlocks for removable bollards
- o Traffic control/signage
- All work not specifically detailed on the pricing spreadsheets
- Engineering, permitting, fees, and compaction testing.

- Price Escalation for Labor or Materials
- o Payment and Performance Bond
- Handling and disposal of unforeseen objects
- o Gas, Communication, and Electric Work
- o Rock Excavation
- o Blasting
- o Hazmat Treatment/Disposal
- Landscaping
- o Demolition other that what is called out per plan
- o Jobsite Trailer and Utilities

All costs for repairs to Kelchner's work that is damaged by others will be the owner/general contractors' responsibility. Kelchner will make the necessary repairs on a time and material basis. Under no circumstance will Kelchner be expected to collect for damages from a third party.

Payment to be made every thirty days for work installed, plus materials stored on site. Past due amounts are subject to 1 and ½ percent monthly service charge.

Warranty is given on all work for one year after the installation. Repairs made after warranty period will be charged on a time and material basis and billed to the owner/general contractor. The warranty period for underground pipe runs for one year beginning on the completion date of the installation. All repair costs for damages during the warranty period are the owner/general contractors responsibility.

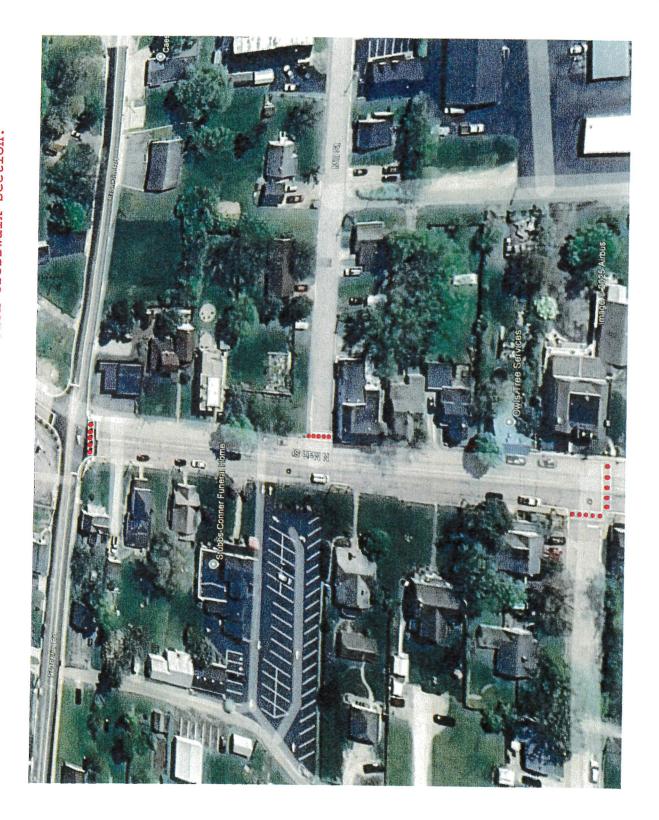
These terms and conditions are to be considered an Exhibit (whether or not they are attached) to the contract and shall override any conflicting terms within the contract unless agreed otherwise in writing by both parties.

Until such time as any contract is concluded between the parties, Kelchner's standard terms and conditions as attached hereto shall govern the work, to the exclusion of any other terms and conditions which the client purports to apply, under any confirmation of order, specification or other document.

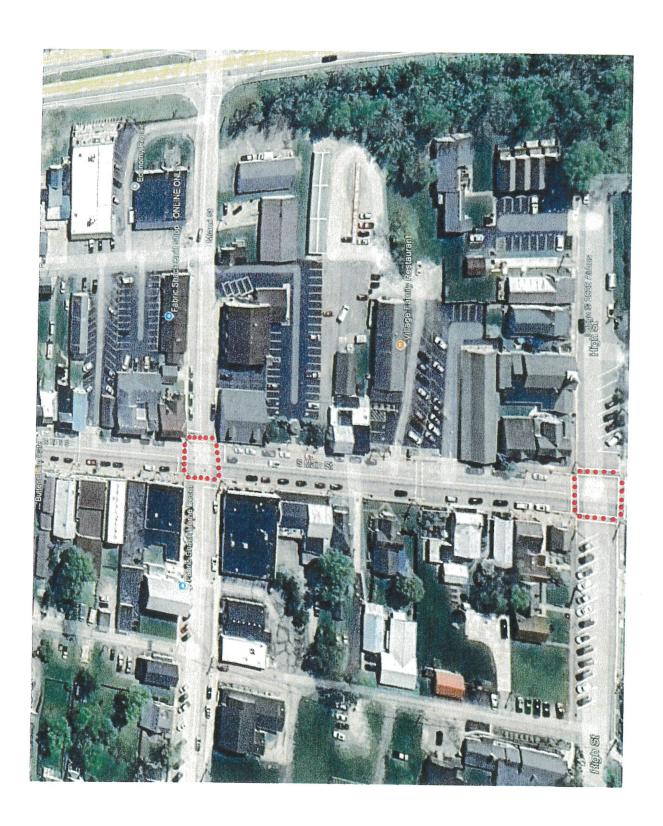
Respectfully submitted,

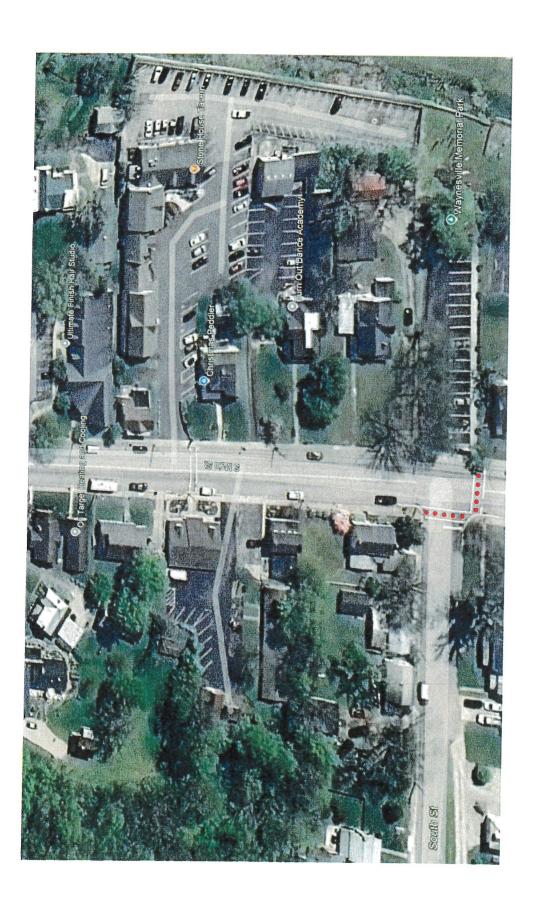
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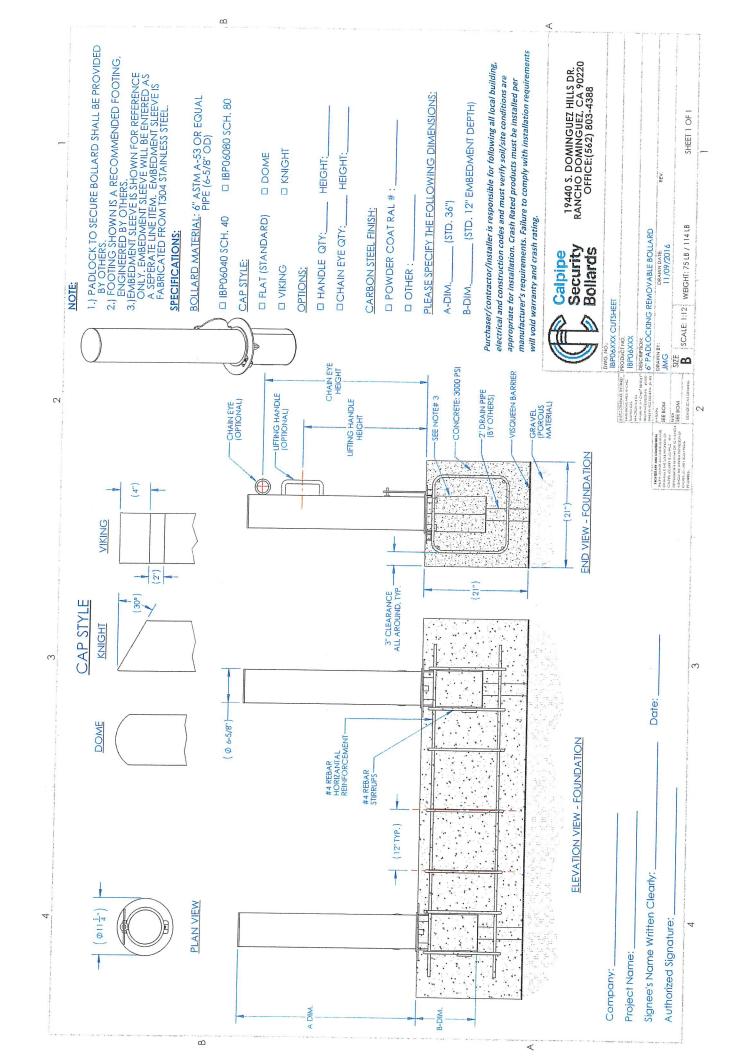
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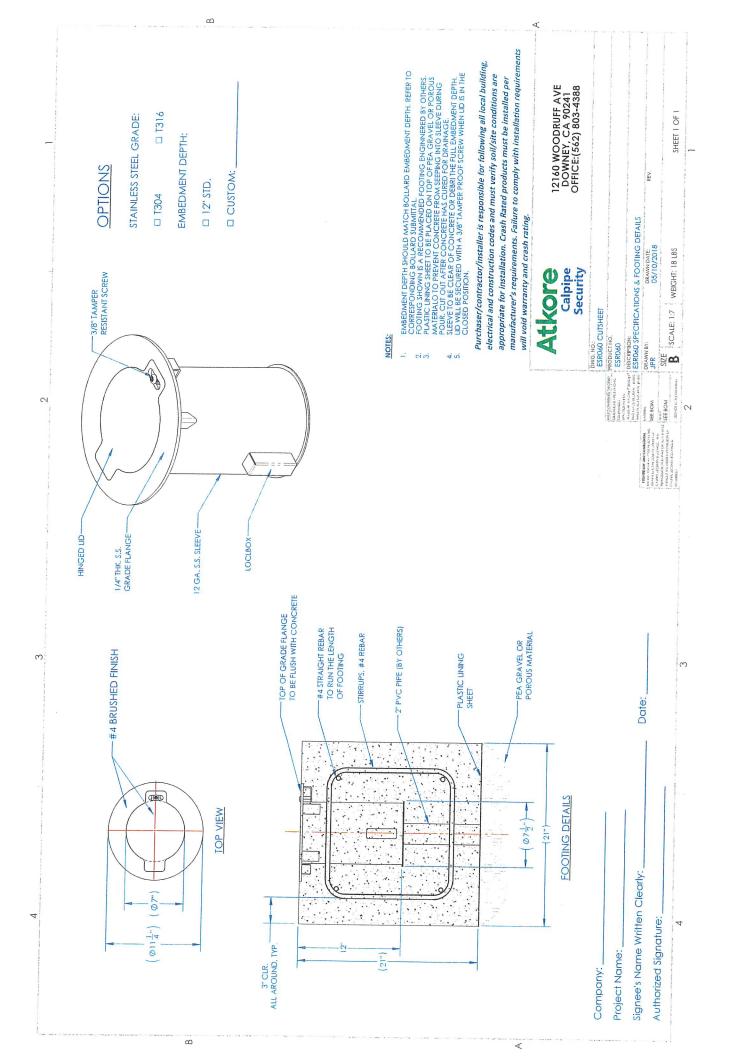


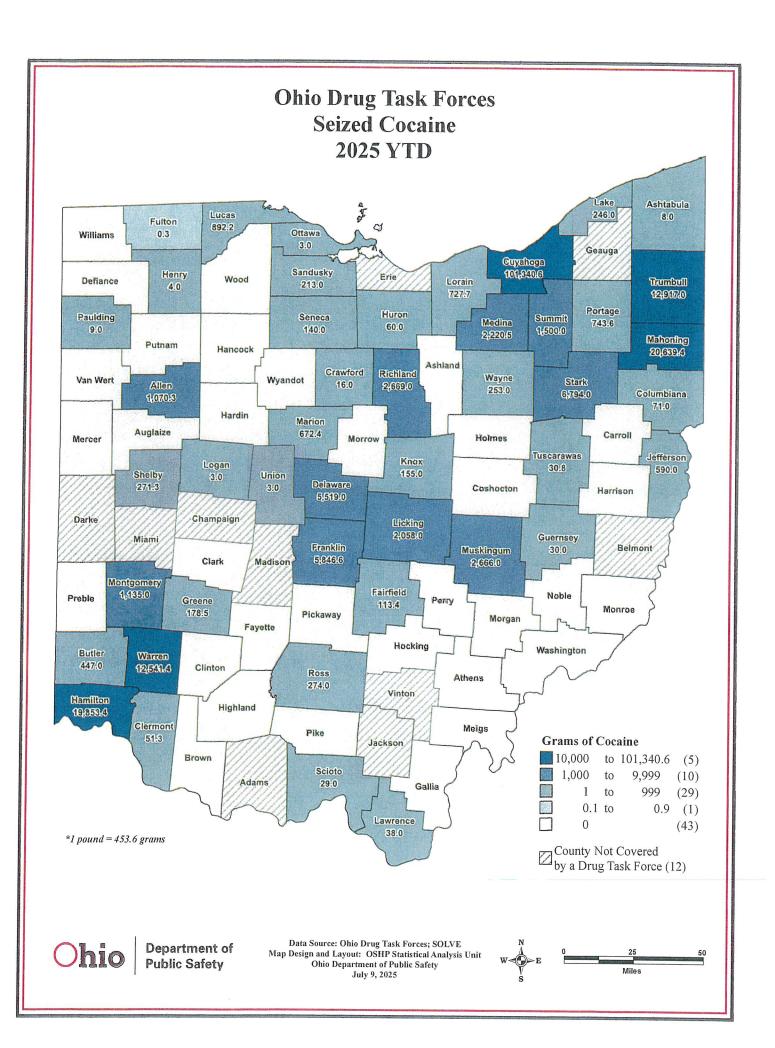


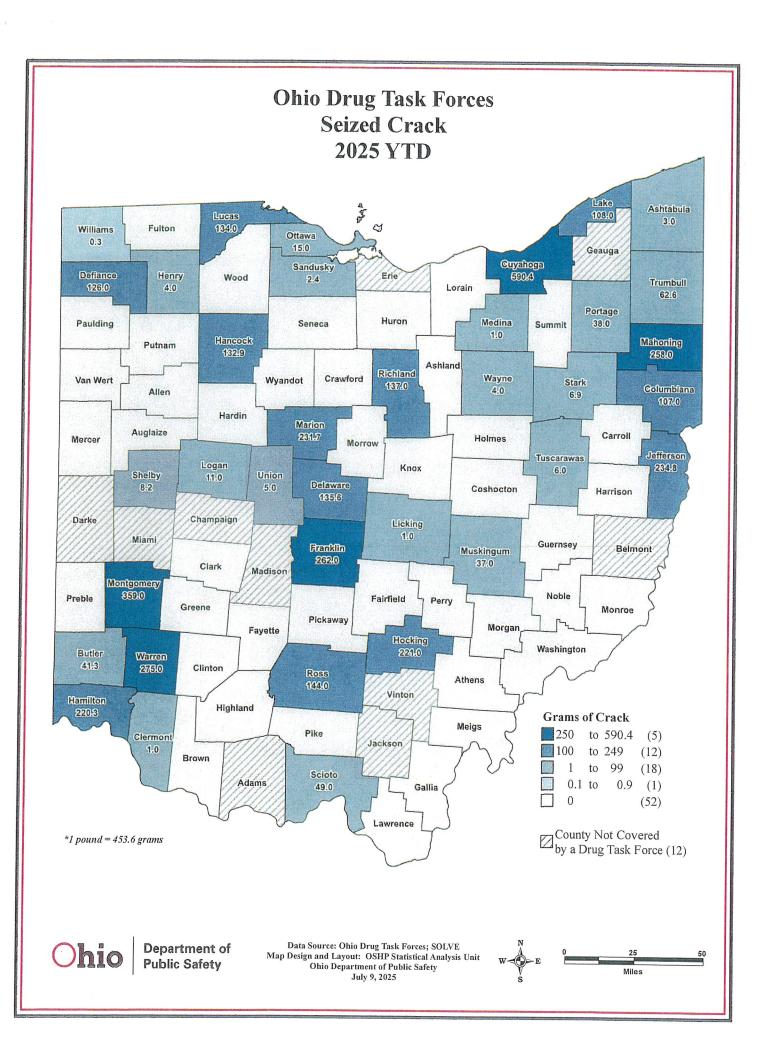


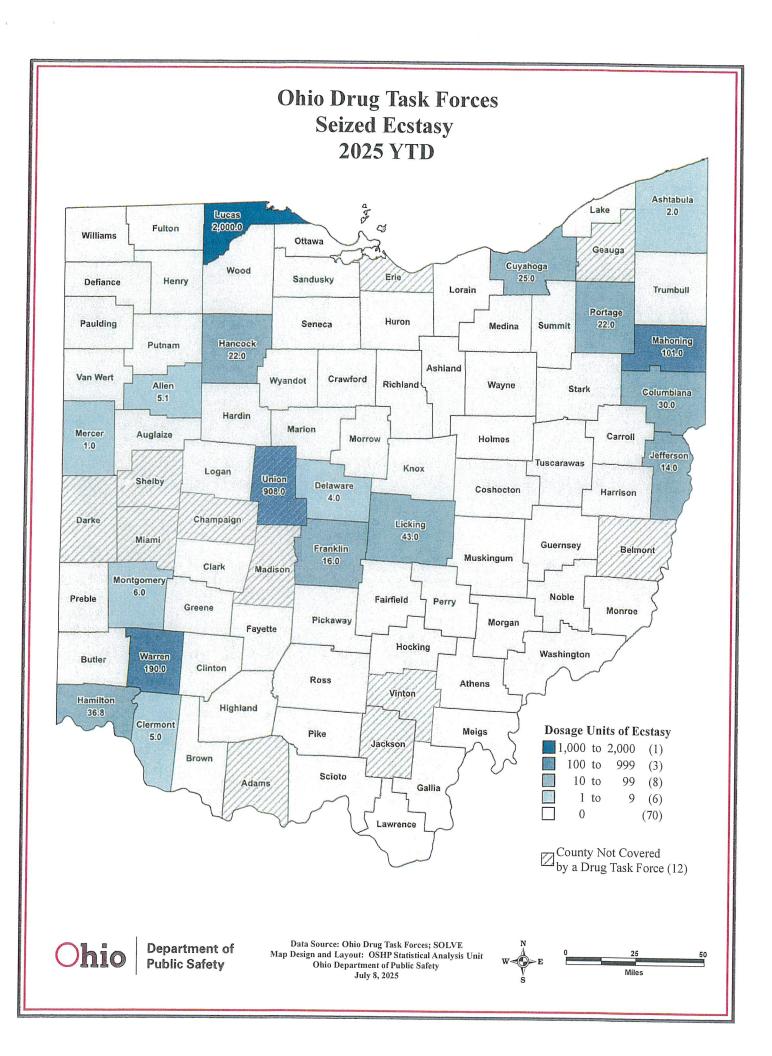


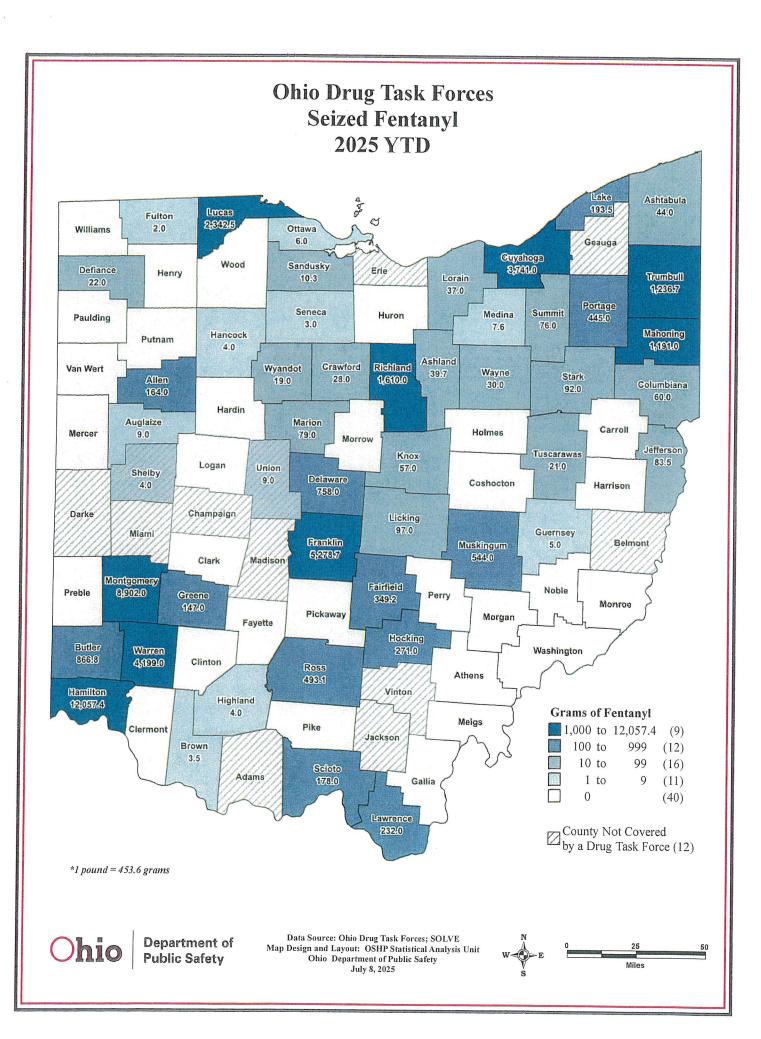


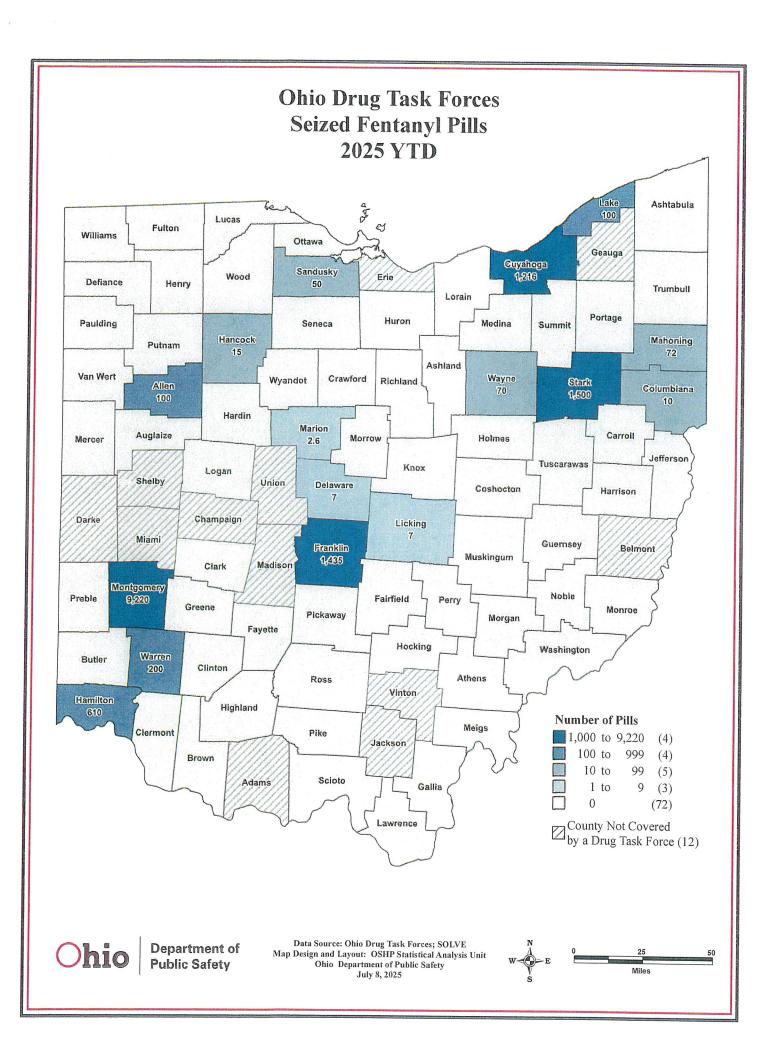


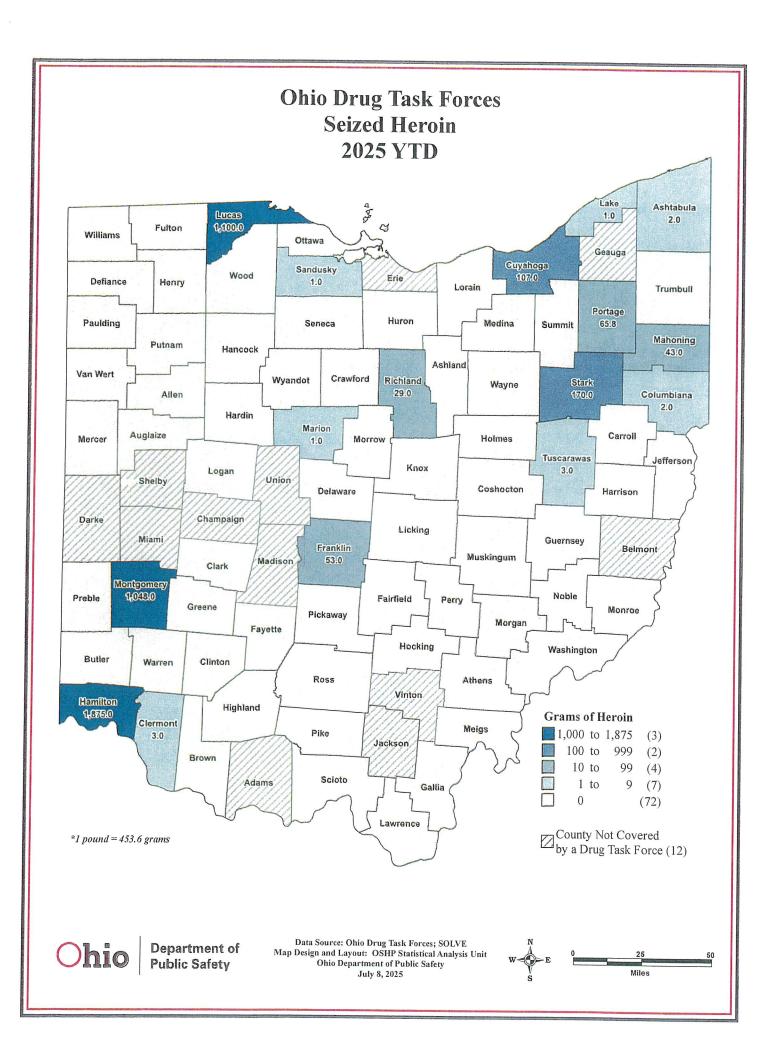


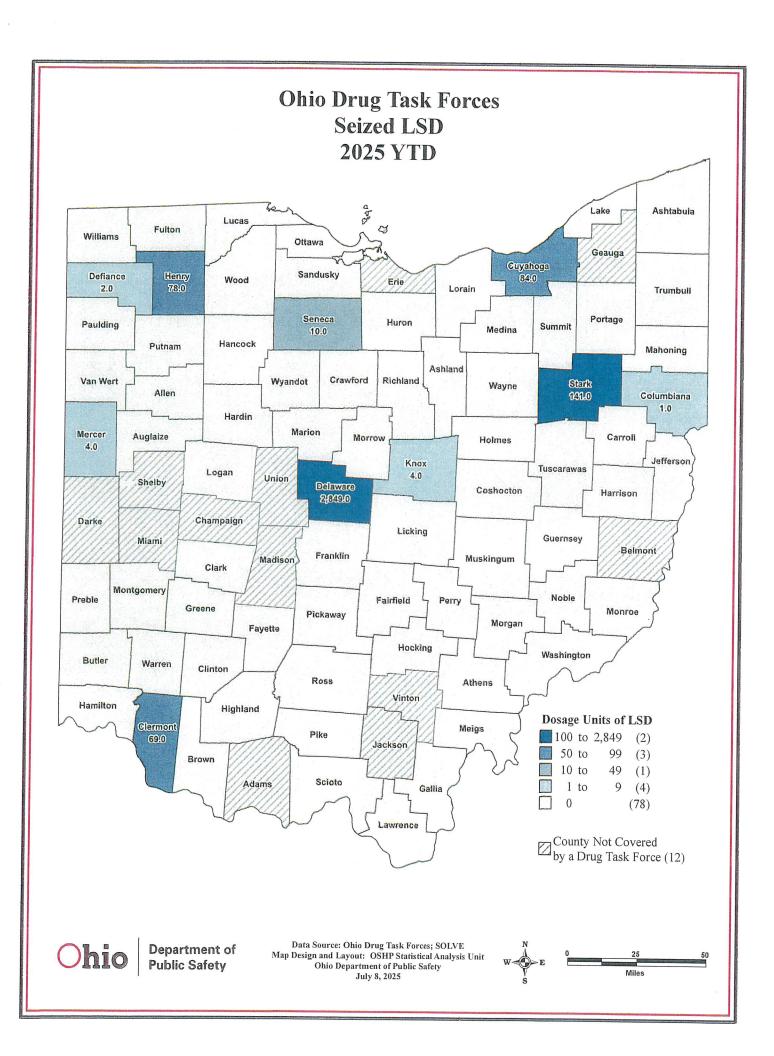


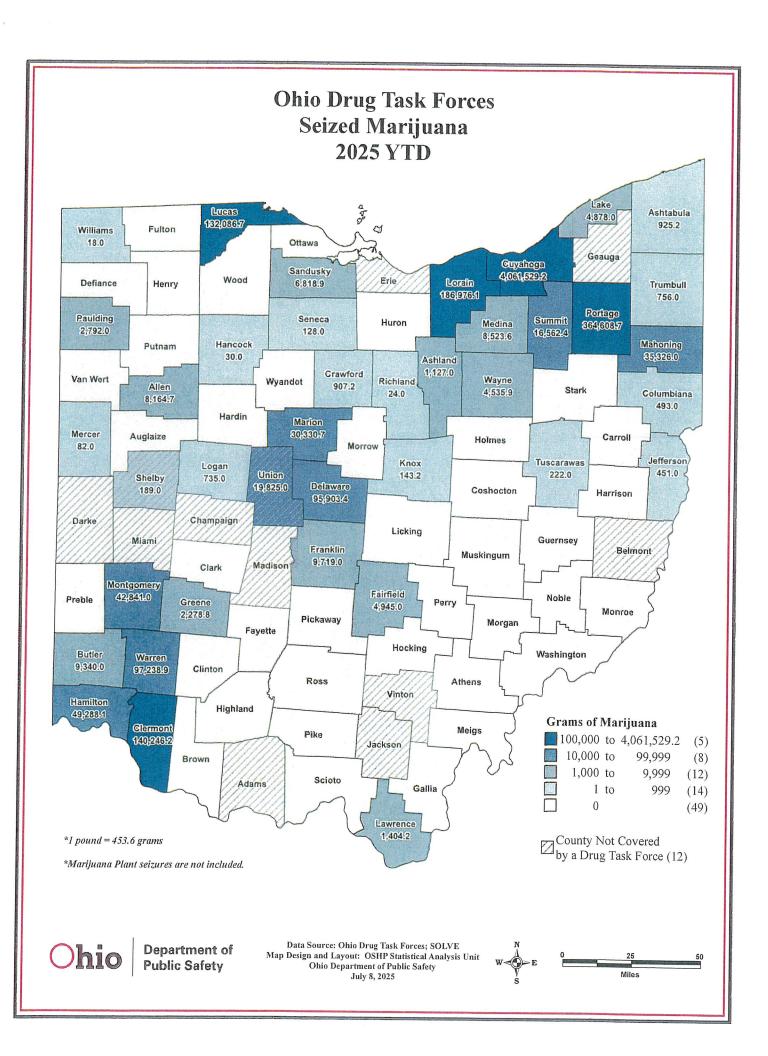


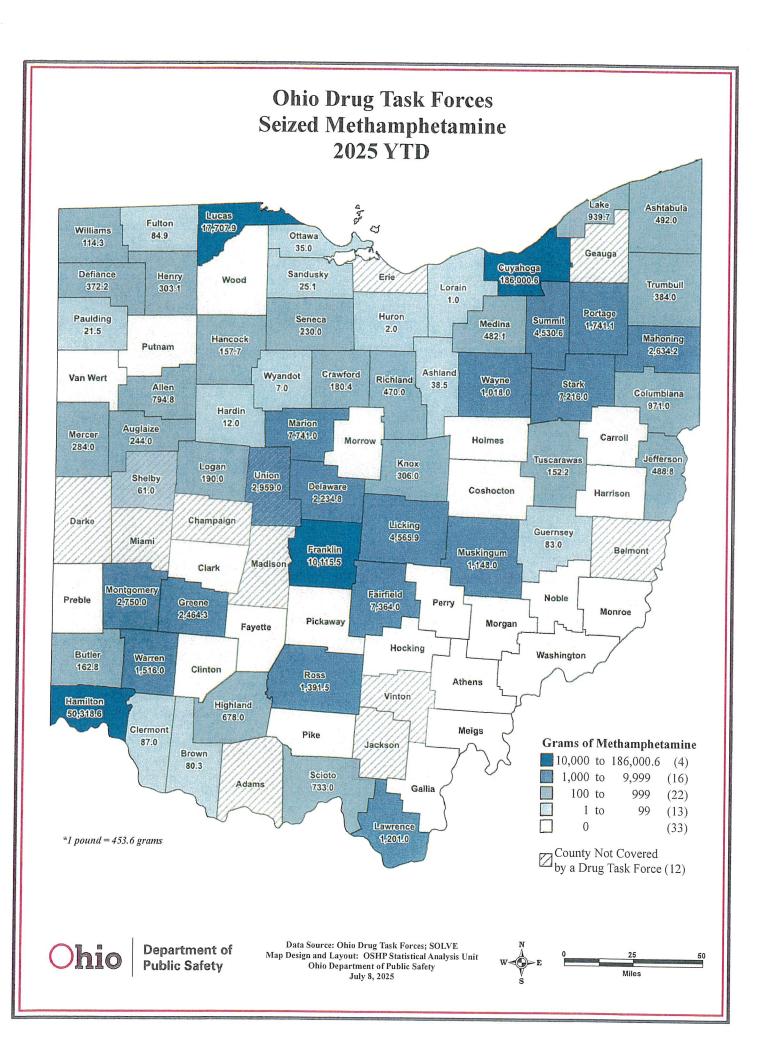


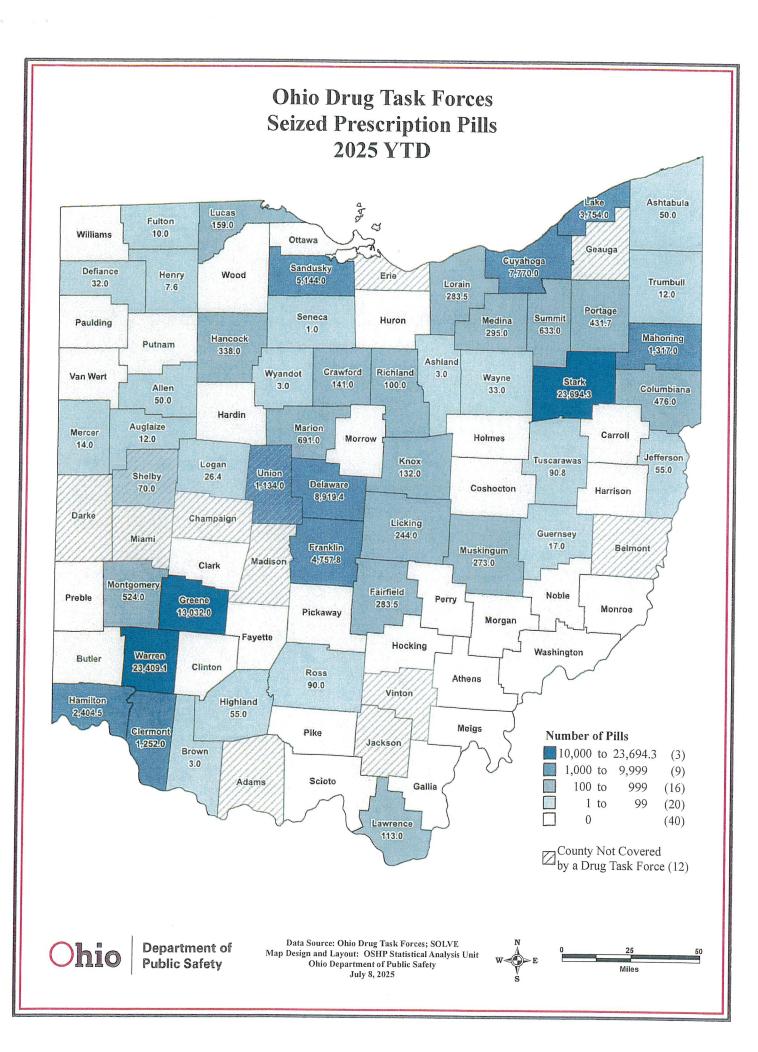


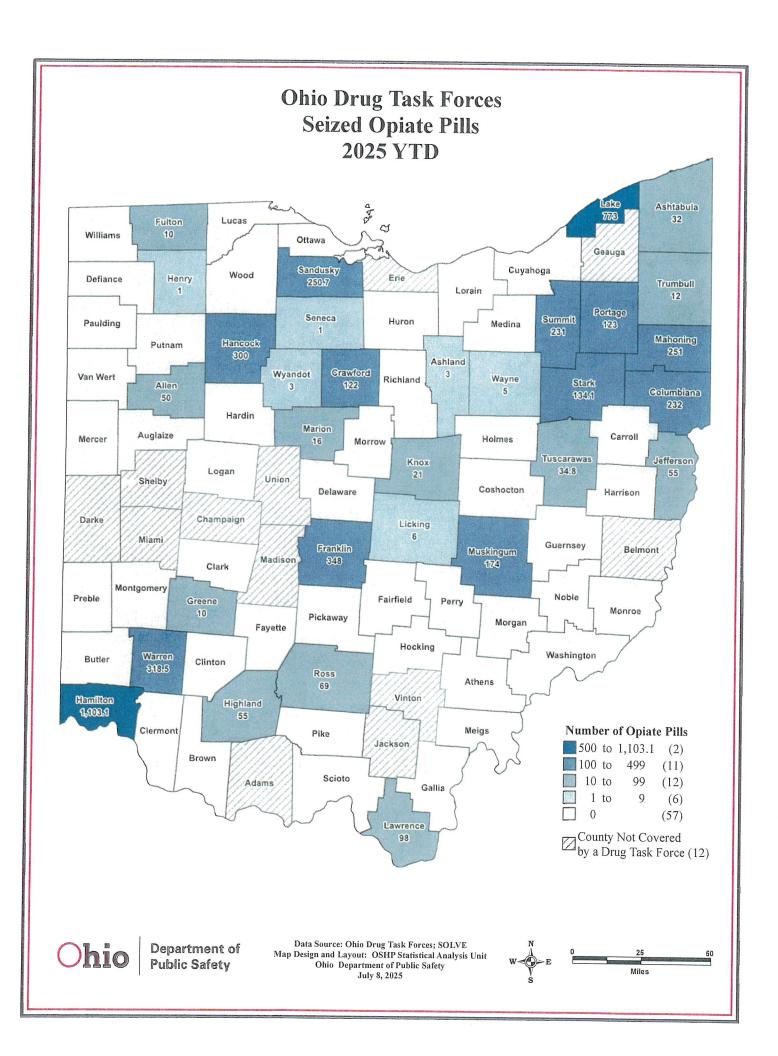












Finance Director Report August 18, 2025 Jamie Morley

- The month of July has been reconciled, and reports have been provided for review. The interest for this month is as follows:
 - o SWEEP Account: \$16,559.13
 - o STAR Ohio: \$2,334.00
 - o Primary Checking: \$.40
- ➤ I have provided notification from Sieber Construction on their plans for updating Carriage Hill Senior Apartments.
- ➤ I have also provided Aetna's accounting package concerning the employee health insurance from May 1, 2024 through April 30, 2025.

Thank you,

Jamie Morley
Finance Director/Clerk of Council

ORDINANCE NO. 2025-022

AUTHORIZING THE VILLAGE MANAGER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and
WHEREAS, the Village of Waynesville is planning to make capital improvements for the Fifth and Sixth Streets Water Main Replacement and Resurfacing project, and
WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,
NOW, THEREFORE, BE IT ORDAINED by the Village Council of the Village of Waynesville, members elected thereto concurring:
Section 1: The Village Manager is hereby authorized to apply to the OPWC for funds as described above.
Section 2: The Village Manager is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.
Section 3. That this Ordinance shall be effective from and after the earliest period allowed by law.
Adopted on this day of, 2025
Attest: Clerk of Council
Clerk of Council Mayor