

## Walnut Township Trustees Meeting

July 5, 2016

The meeting was called to order at 7:00 PM. Trustees Doug Leith, Bill Yates and Terry Horn were present.

The minutes for the Regular Trustee Meeting on June 7th were presented for approval. Trustee Horn made a motion to approve the minutes with the noted changes. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

The minutes for the Public Hearing for the Budget 2017 on June 23<sup>rd</sup> were presented for approval. Trustee Leith made a motion to approve the minutes. Trustees Yates seconded the motion. The motion passed with 3 yes votes.

The Budget for 2017 was presented for approval. Trustee Yates made a motion to approve the 2017 Budget. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

The Memo of Deposit for the Commodore Bank, from 11/20/15 through 11/20/18, was presented for approval. Trustee Yates made a motion to approve and execute the Memo of Deposit for Commodore Bank. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Trustee Leith acknowledged the receipt of the Cash Summary by Fund, Payment Listing, Fund Status and Appropriation Summary by the trustees.

Trustee Yates made a motion to approve checks 25109 through 25126 and EFT 2016-469 through 2016-538, after being certified that funds are available and appropriations have been made by Fiscal Officer Kraner. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

### **Comments from the Floor –**

There were no comments from the floor.

### **Department Reports**

**Chief Price, Millersport Fire Department** – Chief Price discussed the staffing of Station 2 at Fairfield Beach. The station has been undermanned or unstaffed since June 18<sup>th</sup>; however, the station is not closed. Fourteen new part-time firefighters have been hired so he is actively working to correct the situation. Larry Bennett, the Village of Millersport solicitor, is checking into the 1,500-hour rule to determine if it pertains to the Millersport Fire Department.

The department has received the AFG Grant and they are looking at a power cot and dual band radios.

**Chief Jim Hite, Thurston Walnut Township Fire Department** – Angela Raber did meet with Fiscal Officer Kraner to complete her paperwork for her worker's comp injury. All the paperwork has been submitted for the new firefighters – Shane Carr, Teresa Forson and Samantha Brown.

The electrical breakers have been split due to the upgrade on the heating and air system at the station. The heat/air system is being moved because currently the system is drawing fumes from the garage into the station.

The department received a State EMS grant for \$2,750.00. They did not receive the \$200,000 Fire Grant.

Trustee Yates made a motion to approve the appointment of part-time personnel Carr, Forson and Brown. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Trustee Leith made a motion to approve the appointment of part-time personnel Charles Williams and Cody McGirr. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

**The Bid Opening for the 2016 Road Projects was scheduled for 7:30 PM.** There was only one bid presented – The Shelly Company. The packet was reviewed by Fiscal Officer Kraner to ensure that all the required documents were included in the packet. The checklist was reviewed and all requirements were met. The bid for the project from Shelly Company was \$163,494.80; for Alternate 1 - \$74,880.30; for Alternate 2 - \$27,850.40. The total for main

project with the 2 alternates is \$266,225.50. A thorough review of the unencumbered funds in the Road and Bridge Funds contracted service line showed there were not sufficient funds to cover all aspects of the project. After discussion, it was decided to use the \$25,000 in the capital fund and to cancel the unused portion of the Salt purchase order, to cover the balance needed. Additionally, there will need to be an additional \$5,000 for the stripping of the paved road.

Trustee Yates made a motion to award the 2017 Road Project to the Shelly Company, with the 2 alternates, for \$266,225.50. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

**Kevin Clouse – Zoning Inspector** – Clouse stated there have been 38 permits so far as well as multiple complaints.

Kevin has tendered his resignation. He has a new position that has turned into fulltime. He is willing to stay around long enough to assist in training the new zoning inspector. Trustee Horn stated that Clouse has been a quality employee who will be missed. Trustee Leith agreed.

**Mike King – Recycling** – There is nothing to report. Tim Morris stated that he has spoken with Carol Phillips and was told that these trailers would be better used for storage as the new trailers dump up.

**Tim Morris – Parks and Road and Bridge** – The Allocation Grant for 2015 was for \$107,000. Work is tentatively scheduled to be done at the same time that the 2016 Road Project is completed.

The Salt Contract was received and the rate is \$47.23/ton. The previous year's rate was \$73.19/ton in 2015-2016.

### **Old Business**

All the paperwork for the Neighborhood Revitalization grant has been submitted. Tim had a meeting with James Mako, Regional Planning. He believes that the Neighborhood Revitalization Grant will be awarded at the end of July or beginning of August. With the

township's contribution and the Fairfield County Commissioners contribution, the project is close to \$700,000.

Fiscal Officer Kraner spoke with Agent Carle, IRS agent. She was told that he would stop the payment from Commodore Bank and that the file will be closed.

Kraner is working on the state lien status.

The Bi-annual Audit is in process.

Kraner spoke with Emily Poe regarding the Ohio Checkbook and if the township is live on the system.

It was determined that at some time in the past, the local post office was given permission to sign for certified letters on behalf of the township; they then put the letter in with the other mail. Trustee Yates made a motion to reverse this policy so that the post office is no longer able to sign for certified letters on behalf of the township. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Trustee Horn spoke with Joshua Horacek regarding No Smoking signs at the township parks. The main points made was that the township can pass a Resolution banning smoking in the parks, it doesn't have to be done at all the parks and if there are not enough signs it cannot be enforced. Per the ORC, it describes a structure as having two walls or an overhead covering; open air is questionable. The suggestion is that signs are put up at Runkel, Huffman, New Salem and two at Fairfield Beach.

Trustee Horn made a motion to establish that all Walnut Township Parks are No Smoking per ORC 3794.05; with signage as allowed in ORC 3794.06. Trustee Yates seconded the motion. The motion passed with 3 yes votes. Tim will order the signage.

The RUMA Extension/Amendment with ODNR, for the Buckeye Lake Dam project, has been finalized through 6/30/17.

There was a discussion regarding the Cattail Road re-zoning. It was determined that Tonya Kahley, former Zoning Secretary, had handled the Public Hearing. Trustee Horn will

forward the documents to Fiscal Officer Kraner so that she can prepare the Resolution for the RPC.

The Purchase Order for Shelly Company for the 2015 Allocation Grant was reissued for the updated amount of \$1142.00.

### **New Business**

There was a discussion as to whether any township vehicles would be included in the Sweet Corn Festival Parade. Trustee Yates made a motion to participate in the parade. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

There was a discussion regarding the Buckeye Lake Passport program that has three prizes after the program concludes on September 3, 2016.

Regional Planning has notified the township that they will prepare a Planning and Development Strategy for a fee of \$10,200. They would like a response by July 29<sup>th</sup>. Trustee Leith will contact Holly at Regional Planning to see what the township would receive in this plan.

Trustee Horn requested that Fiscal Officer Kraner work with Jeannie Downey, Zoning Secretary, to collect and bind all the zoning minutes. Trustee Horn made a motion to approve twelve hours of work at the Zoning Secretary rate to collect and bind the minutes. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

The Trustees will look into the possibility of the township collecting an additional \$5/license plate sold in Walnut Township.

### **Comments from the Floor –**

There were no comments from the floor.

At 8:55 PM Trustee Yates made a motion to adjourn. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

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Lynn Kraner, Fiscal Officer

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William Yates

Terry Horn

Doug Leith, Chairman