

Walnut Township Trustees Regular Meeting

Date: July 7, 2020

Time: 7:00 p.m.

Recorder: Patricia McLoughlin

The Pledge of Allegiance was recited

Attendee	Present	Attendee	Present	Attendee	Present
Bill Yates, Trustee Chairman	x	Tim Morris, Parks & Roads	x	3 Guests	x
Terry Horn, Trustee	x	Mike Berry, Zoning Inspector	x		
Doug Leith, Trustee	x	Fiscal Officer Jane Baker	x		

Discussion Summary	Action/Decision/Follow-Up
<p>Approval of minutes for May 5, 2020</p> <p>June 2, 2020 Special meeting</p> <p>June 2, 2020 Regular Meeting</p> <p>June 23, 2020 Special meeting.</p>	<p>Motion to approve May 5, 2020 minutes by Trustee Leith, second by Trustee Horn. Roll Call: 3 YES</p> <p>Motion to approve June 2, 2020 Special meeting minutes by Trustee Yates, second by Trustee Horn. Roll call: 3 YES</p> <p>Motion to approve June 2, 2020 Regular meeting minutes by Trustee Leith, second by Trustee Horn. Roll call: 3 YES</p> <p>Motion to approve June 23, 2020 Special meeting minutes by Trustee Yates, second by Trustee Leith. Roll call: 2 YES, Trustee Horn abstained.</p>
<p>Tom Lininger, Fairfield County Prosecutor's Office discussed the Property Maintenance Code. The Trustees can adopt the code and changes can be made through Resolution. Tom Lininger said that the adoption of this code would not be set in stone and could be changed. Any appeals to the code would not come back to the Trustees, but go to the Common Pleas Court process. Tom Lininger suggested that the code be adopted as a whole and not in part.</p>	

<p>The discussion continued on the hiring of an inspector. Tom Lininger said that the Trustees can determine if this position will be a hired part-time position or a contract position. He said a contract part-time position would be easier, but the Trustees could decide either way. The position would be no more than 4-5 hours per week average, \$20.00 per hour. Fiscal Office Jane Baker said that this position should be a contract position vs. a part-time position. She said that the position calls for use of a township vehicle, and asked what vehicle would be available.</p> <p>Trustee Leith asked for Fiscal Officer Jane Baker to report on funds available for this position. She said that the \$5,000.00 proposed for this position is available, coming from the zoning fund. Trustee Leith suggested that the Trustees have an opportunity to read the property maintenance code and vote on it next meeting. Resolution 13-2020</p> <p>Tom Lininger addressed meeting minutes and said that the meeting minutes should be reviewed and changed in open meeting with the Trustees. Any changes or revisions should be agreed upon by the Trustees in open meeting. Moving forward, the recording secretary will not send out draft minutes from previous meetings until the next meeting so that changes can be made in open meeting. He indicated that if there were any issues that the Trustees thought could be problematic or contentious in the future or require a court proceeding, perhaps they should consider hiring a court reporter for those particular meetings.</p> <p>Meeting scheduled to discuss potential property clean up with volunteers scheduled for July 21, 2020 @ 6:00 p.m. with Trustee Horn only.</p>	<p>Motion by Trustee Horn to adopted Resolution 13-2020, second by Trustee Yates Roll call: 3 YES</p>
<p><u>Financial Report</u> – approve checks #25581-25584; EFT's #554-681; acknowledge receipt of fiscal officer's reports, Investment Listing, Appropriation Summary, Cash Summary, Fund Status, Payment Listing, 2021 Budget, CARES Act Report and sign bank reconciliation for June, 2020 Approve time sheets and invoice for Patricia McLoughlin</p>	<p>Motion by Trustee Leith to accept Fiscal Officer reports, second by Trustee Horn Roll call: 3 YES Motion by Trustee Leith to approve time sheets, second by Trustee Horn, Roll call: 3 YES</p>
<p>Resolution 11-2020 – budget 2021 (County Budget Commission hearing/meeting 8/3/2020 at 10:10 am) Trustee Yates to attend with Fiscal Officer Jane Baker</p>	
<p>Approve CARES Act expenses 3/1/2020-6/30/2020 – Jane said that she is required to report monthly.</p>	
<p>Intergovernmental Funds/Local Government Fund down \$8,000.00 for a June loss of 30%</p>	

Motion to hire Fiscal Officer Part-time Clerk: Jane said that she needs additional help as she is faced with at least 42 reports due to Covid.	Motion by Trustee Leith to hire part-time help, second by Trustee Horn. Roll call: 3 YES
Resolution 12-2020 to increase fire salaries in Fund 2191 by \$50,000.00 One is the fire fund to \$328,551.00, second is coronavirus fund increased by \$391.00.	Motion to approve Resolution 12-2020 by Trustee Horn, second by Trustee Leith. Roll call: 3 YES
Millersport/Thurston Fire Department reports: Chief Bob Price: The old fire department building has been sold. Moving date is scheduled for 7/31. The fire department will be housing one medic and tanker at the Township building until the concrete pad is set at the new fire department building.	
Regional Planning Commission Representative: Robert Slater II has accepted this position.	
Zoning: Zoning Inspector Mike Berry: 2 variance meetings are scheduled for July 9, 2020. Permits issued: 18, report attached; 8 violation letters issued, 84 phone calls.	
Recycling: New containers to be placed by Lancaster Community Action Agency soon. Signage and dummy cameras to be placed by Tim and crew.	
Parks & Roads: Tim Morris: MARCS tower should see additional progress within the next couple of weeks. Tornado shelter: Tim said the process is moving ahead with State approval, next is Federal approval. Bid opening for road repairs: Bid by Shelly Co. in the amount of \$89,524.75. Bickel Church Road, chip and seal \$50,716.75, Blacklick Road chip and seal, \$38,808.00. Roads to be considered for repair next year: Elm, Aspen, Dogwood.	Motion to approve road repair bid by Shelly Co. by Trustee Yates, second by Trustee Horn. Roll call: 3 YES
Old Business: Buckeye Lake Regional Corporation Special meeting is scheduled for July 14, 2020. Frontier Land lines – They are not repairing phone boxes. Trustee Leith agreed to send a letter to the PUCO	
Motion to adjourn at 9:30 p.m.	Motion to adjourn by Trustee Leith, second by Trustee Horn. Roll call: 3 YES

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Trustee Chairman Bill Yates

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Trustee Terry Horn

Trustee Doug Leith

Fiscal Officer Jane Baker