

**MINUTES OF THE:  
WALNUT TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
October 4, 2022 - 7:00 PM**

**Township Officials present:**

Trustees Terry W. Horn, William R. Yates, Douglas G. Leith. Fiscal Officer (FO), Pam Shaloo was absent.

**Department Heads present:**

Zoning Inspector – Mike Berry; Roads & Parks Supervisor – Nate Wagner; Regional Planning Commission Representative-Robert W. Slater II, Fire Chief – Robert Price

Scott Arnold and Mike King were absent.

The meeting was called to order at 7:00 PM by Trustee Chairman Yates and the Pledge of Allegiance to the Flag was recited.

Trustee Leith proceeded with opening the Bids for 1 (one) new Ford F-550 4 x 4 (OEM White) Chassis with a 7.3 gas engine and the refurbishing and remounting of 1 (one) 14 FT. Body. Bid opening date: September 19, 2022 at 9:00 am and Bid Closing Date: October 4, 2022 at 7:00 pm. The Trustees opened two Bids:

1. Atlantic Emergency Solutions, Total Bid \$185,573.00 Valid to October 25, 2022
2. Horton Emergency Vehicles, Total Bid \$228,724.00

Trustee Yates stated that Robert Price will review Bids and we will award contract at a future time.

**Number of members of the public present:** 32 as recorded on Sign-in sheets.

**Comments from the public:**

1. There were a number of members of the community that voiced opinions in favor and opposing short-term rentals in Walnut Township. Currently short-term rentals are not permitted in Walnut Township according to the current Zoning Resolutions. Trustee Yates explained to the community members that the Trustees and the Zoning Inspector are only enforcing what is currently in the Township Zoning Resolutions. Trustee Yates assured the community members that there would be ample notice before any decisions would ever be made to the Zoning Resolution, if there would be changes. Trustee Leith reiterated that they are only enforcing the current Zoning Resolutions which is their obligation to all the members of the Walnut Township Community.

## **MEETING PROCEEDINGS**

### **Approval of Minutes:**

The minutes for September 6, 2022 were presented for approval with noted corrections. Trustee Horn made a motion to approve the minutes with the correction. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

The minutes for Special Mtg on September 19 were presented for approval. Trustee Horn made a motion to approve the minutes. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

### **Financial Report – Fiscal Accounting Clerk, Tammy Oliver:**

Tammy Oliver, Fiscal Accounting Clerk, discussed that the Fiscal Office financial reports are incomplete and not closed for July 2022, August 2022, and September 2022. The Visiting Clerk that was engaged at the September 2022 Regular Meeting, Melissa Trembley (Amanda Twp) was ill and unable to meet with the Fiscal Officer and Fiscal Accounting Clerk on 09-18-2022 to help reconcile bank statements and address a number of other Fiscal issues from 2015 to present.

Tammy Oliver, Fiscal Accounting Clerk, recommended that we amend Resolution #22-2022 to allow for the FO to engage any Auditor of State approved Visiting FO at a rate not to exceed \$60/hour in case Mrs. Tremblay was unable to meet with the FO. Trustee Leith made a motion to amend the resolution #22-2022 to allow the Fiscal Officer to engage any Visiting Fiscal Officer from the Auditor of States Approved List, Resolution #22-2022. Trustee Horn seconded the motion. Roll call passed with 3 yes votes.

Trustee Horn moved to pay the invoice for MS Consultants \$43,363.12. Chairman Leith seconded the motion. The motion passed with 3 yes votes.

Trustee Horn moved to pay the invoice for ADR for - \$1,000.00. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Chairman Yates moved to pay the invoice for Ohio First Responder Grants LLC for \$64,994.89. Trustee Leith seconded the motion. The invoice is the 6% fee that Ohio First Responders Grants LLC charges for filing and getting approval for the Safer Grant in the amount of \$1,083,248.22 for the hiring of 3 Fulltime Firefighters for 3 years. The funds are paid by the Fire Department Budget. The motion passed with 3 yes votes.

## **DEPARTMENT REPORTS**

### **Township Fire Department - Chief Price**

Spoke on approval of Safer Grant to hire 3 Full-time Firefighters. There will be a number of items that will need to be put into place, in a timely manner, to be prepared for hiring the Firefighters which include updating the Township Personnel Policies and Procedures Manual.

Chief Price brought in a new SCBA to show Trustees the equipment that was purchased with the 2021 Fire Grant. The 27 new SCBA's are lighter and will be effective in lasting approximately 45 minutes and include "Buddy Breathers" for sharing.

The Diesel Exhaust System is also in place that was also installed using the 2021 Fire Grant.

107 Total Runs in September

Buckeye Lake Eagles made a donation of \$8,648.00.

**Regional Planning Commission Representative – Robert Slater II;**

Discussed his attendance at the Regional Planning Commission. It was suggested that all Townships use NCA and CDA funds when applicable.

**Zoning – Mike Berry**

9 permits issued: 2 homes, 1 addition, 2 accessory bldgs., 1 fence, 1 variance, 2 Ag. Exempt, No outstanding fees.

14 letters issued: 4 violations, 10 variances, 3 prior violations: shed on Cherry Lane still pending, Accessory Bldg. on Alder and Ivy turned over to Prosecuting Attorney and second letter for no permit for Pool on Bickel Church Rd. 10 letters for short term rental Violations. 5 Letters went out on October 1, 2022.

Returned 72 phone calls.

1 variance Hearing on October 13, 2022.

Trustee Leith has question on what department handles tall grass issues.

**Parks and Roads Supervisor – Nate Wagner; Parks:**

There is a Link on Township website to a Parks Survey on township parks. Flyers were put up at local businesses and Trustee Horn said he would put a link to the survey on the Township Facebook page. No responses as of meeting date.

There have been 2 (two) acts of vandalism at Fairfield Beach Park in the past month. Soccer field was vandalized by a motor vehicle. Nate will put together prices for November meeting for camera, signage and/or fencing posts for walkways while still allowing mower access. Chairman Yates recommended caution be taken if using any chains. Nate suggested that the chains would have white plastic visibility

**Roads:**

Nate and Mike are working on ditching and patching.

Nate and Mike, also, completing final mowing for year as crops come off.

County will have Pleasantville Road closed west of Lake Road from October 17<sup>th</sup> to November 4<sup>th</sup> for culvert replacement.

Holder Road Issue- Nate contacted camera man that was suggested by Robert Landis. He met Nate but was unable to do anything. Since then, Nate was able to find the tile in the ditch within the township right of way. Found within 3 feet below the bottom of the ditch. Trustees have already approved \$750 to investigate the matter. Mike Stutske stated it should take an additional \$1,500 to dig up tile, remove a section, Stutske will jet it, camera it and replace that piece of tile with a plastic piece, then complete the repair. A motion was made by Mr. Leith to approve spending the additional \$1,500.00 for the repair, Seconded by Chairman Yates. Discussion included there will be community members and a Trustee present to witness the repair. Roll call passed with 3 yes votes.

**Property Inspector** – Trustee Horn communicated that Scott Arnold sent out a letter to the Municipal Court for further action on the property at 3308 Sheppard Avenue.

### OLD BUSINESS

1. North Walnut Stormwater Conveyance Study update: Trustee Horn reported that the Preapplication for the Hazard Mitigation Assistance Grant was sent in on September 29, 2022. The scope of work will be Lakeside and Sellars Drive area. The grant request is for \$4,280,000.00 with a 25% or \$680,000.00 local match which will be comprised of the following:

- Current concept study: \$428,000.00
- County Engineer's set-aside fund: \$150,000.00
- Road and Bridge fund: \$102,000.00

If successful, it will be awarded in summer of 2023. Study will continue through end of year. We will not be submitting for the OPWC. If we find out we are not eligible for the FEMA grant we will not have time for the OPWC which has limited funding. We are leveraging the Concept Study as our "in-kind" contribution.

2. Fairfield Beach Storm Water update: Trustee Horn reported that there was nothing additional to report at this time. Under no deadlines at this time. Township will be holding future public meetings.
3. Parking Resolution – Trustee Horn discussed how costly the requirements were going to be for the implementation of Parking Resolution #19-2022. The ads and signage would be very costly. Per the Fairfield County Prosecutor, the Township will only enforce parking being regulated where we find it necessary. There will not be time to make the resolution effective November 1, 2022. We will be required to advertise the entire resolution in our local newspaper at 3 separate times. We will address the wording and the effective date of the resolution at a future date.
4. Mike Berry communicated that he was working on getting the Zoning Minutes printed and put together. His workload is slowing and he should have time in the coming months.
5. Trustee Horn communicated that he had requested a 2023 Neighborhood Revitalization Grant (NRGP) for \$300,000.00 for the Fairfield Beach Park that was submitted to the Fairfield County Commissioners. The grant would include, parking for the Tornado Shelter, replacing the fence,

replacing playground equipment, and, potentially, adding lighting and adding water for a water fountain.

### **NEW BUSINESS**

1. Chairman Yates made a motion that The Walnut Township Trustees move to accept Federally Awarded Funding for 3 Career Firefighters for 3 years at a total Grant of \$1,083,248.22 and to direct the Fire Chief to give notice of our acceptance within 30 days of the official Award notice date of 09/21/2022. The Fire Chief shall provide a complete “Pre-SAFER Roster” no later than 10/13/2022 and the Fire Chief acknowledges the SAFER Program provides an automatic 180 – day recruitment period that began on the day the application was approved for award. Trustee Horn seconded. The motion passed with 3 yes votes.
2. The Acceptance of a Bid for the New Medic Truck will be postponed until review of the Bids can be done by the Fire Chief.
3. Chairman Yates discussed the Zoom meeting with the State regarding the Tornado Safe Room. They are going to see if there are approximately \$600,000.00 worth of additional grant funds that may be available and extend the deadline dates for the project.
4. Trustee Horn communicated that there is still a need for a Recording Secretary for Zoning. The Trustee’s will advertise a hourly rate of \$16 to \$20/hour, depending on experience.

**Adjournment:** At 10:32 PM, Trustee Leith made a motion to adjourn. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Minutes Recorded By: Tammy Oliver

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Pam Shaloo, Fiscal Officer

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William R. Yates, Chairman

Douglas G. Leith, Vice Chairman

Terry W. Horn