

**MINUTES OF THE:  
WALNUT TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
November 1, 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; Fire Chief – Robert Price

Scott Arnold, Mike King, Robert W. Slater II 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.

**Invited guest(s) present:** Lori Thieken with the Eastern Cottontail Solar Project wanted the public to know they are here to support the community and that their office is open on Tuesday from 5-8 and Saturday mornings in Baltimore, Ohio.

**Number of members of the public present:** 16 as recorded on Sign-in sheets.

**MEETING PROCEEDINGS**

**Approval of Minutes:**

The minutes for the October 4<sup>th</sup> regular Board meeting were presented for approval with noted corrections. Trustee Leith made a motion to approve the minutes with the correction. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

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

Financial reports were presented for approval for the months of July 2022, August 2022, and September 2022. Fiscal Clerk, Tammy Oliver, explained that the Traveling Fiscal Office we hired was able to successfully guide the Fiscal Office to reconciling the books for July 2022, August 2022, and September 2022

Trustee Horn made the motion to approve the Fiscal Officers reports, Investment Listings, Appropriation Summaries, Cash Summaries, Fund Status and Payment Detail Listings and the Bank Reconciliations for July 2022, August 2022, and September 2022. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Fiscal Clerk discussed the Bureau of Workers Compensation Audit on October 31, 2022. The Township will be receiving an approximate \$3,000.00 refund and the premium will be reduced from approximately \$800.00/month to \$400.00/month

Department heads will be meeting with Andy Leitch with OTARMA to review The Township's Property and Casual Insurance on November 9, 2022.

Fiscal Accounting Clerk, Tammy Oliver, will be attending a Live Virtual Certified Public Records Training (Sunshine Law Training) Session on December 6, 2022.

Trustee Horn made a motion that the Trustees designate Tammy Oliver to represent the Trustees and the Fiscal Officer as the Sunshine Law Compliance officer for the Township. Motion seconded by Trustee Leith. The motion passed with 3 yes votes.

Fiscal Clerk will register the Trustees, Pam Shaloo, Nate Wagner, Mike King, Tammy Oliver, Bob Price, and Mike Berry for the annual OTA Conference January 26 - 27, 2022.

Trustee Horn moved to pay the invoice for MS Consultants \$35,198.15. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

#### **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. Zoning Inspector, Mike Berry, explained to the public that the first step to change the resolutions is to file an amendment asking for a change in the permitted use in a particular zoning area, or put in as a conditional use or to request a rezoning of the area. 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.

#### **DEPARTMENT REPORTS**

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

119 Total Runs in October

Buckeye Lake Eagles made a donation of \$8,648.00 for Fire Department educational equipment.

##### **Zoning – Mike Berry**

6 permits issued: 2 homes, 1 accessory bldgs., 2 variances, 1 Ag. Exempt, No outstanding fees.

11 letters issued: 1 violation, 10 variances, 3 prior violations: shed on Cherry Lane still pending, Accessory Bldg. on Alder and Ivy turned over to Prosecuting Attorney, still waiting for response. Person living in camper on Shepard Avenue.

Returned 83 phone calls.

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

**Parks:**

Nate is putting together estimates to secure the Fairfield Beach Park. Nate will put something together by December 2022. Nate estimates that there was approximately \$3,000.00 in vandalism done that was reported to the Fairfield County Sheriff department.

**Roads:**

The Big Tractor is at John Deere getting loader installed.

Nate and Mike have about 3 days of patching left to complete and approximately 80% of mowing to complete. Nate and Mike have completed all the Crack Sealing.

**Property Inspector;**

Trustee Horn communicated that the Township is actively taking applications for a new Property Inspector. Trustee Horn suggested that the Township advertise the position for a minimum of \$20.00/hour depending on candidate's experience.

**OLD BUSINESS**

1. North Walnut Stormwater Conveyance Study update: Trustee Horn reported that he has had meetings with the Fairfield County engineer's office, Nate Wagner, Jacob Hoover and others. We are required to have at least 70% of the minimum design progress completed to submit to FEMA. Walnut Township has only approximately 30% completed. Trustee Horn suggested we withdraw our application. There may be money left from the \$428,000.00 Consulting Fees committed to MS Consultants. Trustee Horn will have further discussions with MS Consultants and then will see if there are funds available to bring Sellers Point and Lakeside Road projects closer to the 70% completion level. Trustee Horn will proceed with sending a formal withdraw letter. After discussions we may reallocate funds with an amendment to our current resolution.

2. Fairfield Beach Storm Water update: Trustee Horn reported that we have dedicated \$400,000.00 in ARPA Grant funds from sub-grants from Fairfield County

3. Parking Resolution – Trustee Horn has not moved forward with implementation of Parking Resolution #19-2022. The ads and signage being very costly.

Motion was made by Trustee Horn that once the parking Resolution is in place that we initially install "No Parking" signs on Sheppard Avenue between Clark Street and Holtsberry Street. Motion seconded

by Trustee Leith. The motion passed with 3 yes votes. Nate will be responsible getting quotes from various towing companies for towing and storing vehicles in violation of the Parking Resolution.

4. Mike Berry communicated that he was working on getting the Zoning Minutes organized and printed.

5. Nate Wagner has stated that nothing additional is needed for the Holder Road project.

### **NEW BUSINESS**

1. Packets from Burnham and Flowers were given to the Trustees to review with our 2023 Renewal Rates for the Township's Health Insurance with United Health Care. Proposed Rate increase is 12.5%. If the Township does not get additional quotes, United Health Care will reduce the renewal rate to 10.5%. The reduction is only available to November 12, 2022. The fiscal clerk was asked to set-up a meeting with Michelle Crockett with Burnham and Flowers to go over the renewals by November 12, 2022. Trustee Horn is getting clarification with the Fairfield County Prosecutors office on reimbursement of Medicare premiums. Trustee Yates clarified that there will be no changes for officials during their current terms of office.
2. Fire Chief Price recommended that the Trustees reject all of the New Medic Bids from the Bid opening on October 4, 2022 to opt for putting a new chassis on the current Truck because of the money savings.

Trustee Leith made the motion that new Medic Bids from October 4, 2022 all be rejected Motion seconded by Trustee Leith. The motion passed with 3 yes votes.

Fire Chief Price discussed that the Township could save approximately \$100,000.00 by re-chasseing the current Truck by contracting with Horton Emergency Vehicles Company who is on the state bid list from the State of Ohio. Horton can have the truck refurbished in June or July 2023.

Trustee Horn made the motion to accept the quote from Horton Emergency Vehicles to refurbish an existing Medic for \$213,722.80 per the state bid Quote. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Fire Chief Price recommended that Walnut Township adopt all the SOP's, SOG's and Work Rules from the Millersport Fire Department changing any reference to Millersport to Walnut Township Fire Department.

Trustee Horn made the motion to adopt the Millersport Fire Department's SOP's, SOG's and all current Work Rules and Regulations as part of the Walnut Township's Fire Department's Standard operating procedures and any reference to Millersport Fire Department will be considered Walnut Township Fire Department. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Fire Chief Price recommended the trustees make motions for contracting with Stryker for preventive maintenance contracts for various fire department equipment and the purchase of new LifePak's that will become obsolete in 2023.

Motion was made by Trustee Horn to approve the preventative Maintenance contract with Stryker for 4 Stair Chairs, 4 Power-Load systems and 4 Powers Cots in the amount of \$10,536.00 to be made in 3 annual payments of \$3,512.00. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Motion was made by Trustee Leith to approve the preventive Maintenance Contract with Stryker for a 2-year service contract for \$6,144.90/year for the 4 LifePak 15's, 4 LifePak 1000 AED's and 3 Lucas mechanical CPR's. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Motion was made by Trustee Leith to give Fire Chief Price authorization to order 3 LifePak 15's as quoted from Stryker for \$72,653.28. Due at time of delivery in November 2023. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

The Board of Trustees hired Mendi Rarely as the Recording Secretary for Zoning at a rate of \$19.25.

**Additional Comments from the public:**

Marnita Swickard, President of the Buckeye Lake Area Civic Association (BLACA), suggested that the Fire Department and Walnut Township request funds from BLACA for the Fire Department's Toy Drive and for various small projects that the Township may need help with funding.

**Adjournment:** At 9:46 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