

# RECORD OF PROCEEDINGS

WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH - BOARD OF TRUSTEES

11420 Millersport Rd. NE, Millersport, OH 43046

## REGULAR MEETING MINUTES

October 3, 2023 -8:00 PM

### **Township Officials present:**

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

### **Department Heads/Staff present:**

Roads & Parks Supervisor - Nate Wagner; Fire Chief - Robert Price; Zoning Inspector - Mike Berry; Recording Secretary and Fiscal Accounting Clerk - Tammy Oliver; and Regional Planning Commission Representative - Robert W. Slater II. Property Maintenance Inspector - Kelly Smith was not present.

The meeting was called to order at 8:00 PM by Trustee Chairman Yates.

**Invited/Special guest(s) present:** None

**Number of members of the public present:** 24 as recorded on Sign-in sheets.

## MEETING PROCEEDINGS

### **Approval of Minutes:**

The minutes for the Regular Meeting on September 5, 2023 were presented for approval. Trustee Leith made a motion to approve the minutes as corrected. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

The minutes for the Special Meeting on September 18, 2023 at the Fairfield County Commissioners office were presented for approval. Trustee Leith made a motion to approve the minutes as corrected. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

### **Financial Reports – Fiscal Office, Pam Underwood:**

#### **Approval of Checks and Electronic Fund Transfers (EFT's):**

Trustee Horn made a motion to approve checks # 25991 through # 26087, and checks #29000 through #29079. Electronic Fund Transfers #451-2023 through #549-2023. New Checks were purchased and checks # 26087-29000 were voided. Approval of the Fiscal Officer's financial reports for September 2023. Reports include: Investment Listings, Appropriation Summaries, Cash Summaries, Fund Status, Payment Detail Listings and the Bank Reconciliation Reports for September 2023. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

The Trustees acknowledged that the Fire Department received a donation of \$200 from Lorraine Cotton in the memory of "Mom" Wagner. The Trustees will send a formal Thank you to Ms. Cotton.

Trustee Leith made the motion and Trustee Yates seconded the motion to approve invoice # 000157 for Rockside Remodeling for the Floors and painting of the Township Building for \$8,532.00. The motion passed with 3 yes votes.

### **Comments from the public:**

There were members of the public who spoke in favor of the short-term rentals (STR) and the benefits to the community.

There were Walnut Township Residents who stated they were against the short-term rentals and described problems with those people who were renting the Short-term rentals.

## DEPARTMENT REPORTS

**Township Fire Department** - Chief Robert Price;

Chief Price stated there were 117 Total Runs in September 2023.

There are problems with the water well at Station #2. And the Plumbers are working on resolving the problems.

Buckeye Power Sales will be conducting PM service on all three stations generators.

Fire personnel will be flushing hydrants in Pleasantville and the village of Thurston for next couple weeks.

October 10, 2023 they will be conducting interviews to fill the full-time firefighter position vacancy.

Chief Price reminded everyone to check their Smoke detectors and Carbon monoxide detectors. If there are any residents who are having trouble with coming up with funds for the smoke detectors and/or carbon monoxide detectors they can contact the fire station and they can assist with getting them installed.

Trustee Yates asked Chief Price if anyone with a short-term rental had ever called him for an inspection. Chief Price stated that no one had ever called him. Trustee Yates stated that an inspection of a short-term rental is a requirement by law.

Chief Price stated that there would be an open house at Station One on Saturday, October 7<sup>th</sup> from 11:00 am to 1:00 pm.

**Regional Planning Commission (RPC) Representative – Robert Slater II;**

Mr. Slater had returned from the Regional Planning Commission (RPC) Meeting. Mr. Slater stated that Commissioner Fix is trying to organize meetings with members of the various county townships to discuss the County Land Use Plan. The County Land Use Consideration will be in December 2023 and that the RPC is looking for a large venue to hold the meeting. Mr. Slater stated that the Fairfield County Land Trust is not part of the County Land Use discussion. And that the farm bureau had been included in the past, but possibly not included this time. Mr. Slater stated he would investigate why they were not being included.

**Zoning – Mike Berry;**

9 permits issued in September 2023: 2 home, 1 addition, 2 sheds, 1 variance, 1 Ag-exempt, 1 commercial, and 1 solar permit. No outstanding fees.

Letters issued: 10 letters issued and 2 violations, and 3 citations and 5 were variance.

October 18 will be the court date for the accessory building on Alder and Ivy.

Packets for the hearing continuation will be updated and re-sent to the Trustees and the township website will be updated.

Returned 72 phone calls.

**Property Maintenance Inspector – Trustee Horn** spoke on behalf of Kelly Smith. Trustee Horn referred to the September 2023 Property Maintenance Violations log that Kelly had distributed to the Trustees prior to the meeting, updating her progress with the Township's Property Maintenance Violations.

Trustee Horn made the motion to approve that the Property Maintenance Inspector submit the following properties for non-compliance to the City of Lancaster's, Law Director's Office for review and possible court action. These properties being: 13404 Maple Road (Stiffler - PM 23-20), 13577 Maple Road (Hochradle - PM 23-21) and 2777 Lieb's Island (Goodheil - PM 23-24). Trustee Leith seconded the motion. The motion passed with 3 yes votes.

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

**Parks:**

There will be a "Trunk or Treat" at Fairfield Beach on October 21, 2023. Walnut Township does not sponsor the event, but we do wait until the event is done before we pull the Port-a-johns for the winter.

Nate renewed his pesticide license.

**Roads:**

The Roads department received the new ditching machine and Mike King is learning to use it and it is working outstanding.

Truck 5 is getting the new plow installed.

Nate would like to recommend that the Township approve the contracts with Pleasantville, Thurston and Village of Millersport to purchase Salt from Walnut Township this winter.

Trustee Leith made a motion to submit the annual salt proposals to the Village of Pleasantville, the Village of Thurston and the Village of Millersport to supply salt for the cost that Walnut Township pays. Trustee Horn seconded the motion. Walnut Township has 500 tons in storage now at a cost of \$69.34/ton. After January 1, 2024 the cost will be \$69.65. The motion passed with 3 yes votes.

Nate asked permission to repair a guard rail that was damaged by a hit and run driver on Bateson and Orchid. The quote for the repair was \$5,200.00. Motion was made by Trustee Leith and seconded by Trustee Horn to approve the repairs. The motion passed with 3 yes votes.

Nate would like to let the Trustees be aware that we will be disposing of 9 oil barrels at a cost of \$3,400.00.

Nate went over the quotes for the roof repairs on the salt barn from storm damage. The insurance company is reimbursing the Township \$10,281.38 for the storm damage. Trustee Leith made a motion to go with Option #2 of the Quote dated August 30, 2023 from Revere Roofing Company to replace the entire Salt barn roof with 29 ga. metal panels at a cost of \$18,218.54. The additional cost to the Township will be \$7,937.16 after the insurance reimbursement. The motion was seconded by Trustee Horn. The motion passed with 3 yes votes.

**OLD BUSINESS**

**1. North Walnut Township Storm Water (Phase One/OPWC Application)** - Trustee Horn updated the Trustees on the status of the North Walnut Township Storm Water Phase One. Trustee Leith made the motion to approve Resolution #29-2023 allowing the County Engineers Office to act on behalf of the Township to complete the OPWC application, seconded by Trustee Horn. The motion passed with 3 yes votes.

**2. BLRC/Walnut Township logo/identity** – Trustee Horn updated the Trustees on where the Logo Committee stood. Tom Gill was unable to find anyone for the committee but will continue to look. Trustee Horn has recruited members. The Walnut Township Logo will be a stand-alone logo. Fairfield Beach will be incorporated with the Buckeye Lake Region logo with the Walnut Township name somewhere in the logo.

**3. Bike Buckeye Lake** - Trustee Horn updated the Trustees with a copy of the LPA Purchase Agreement. Trustee Horn said he was told that the cost of installation of the signs will be paid for by a grant. Walnut Township will not be involved with purchasing or installing signs with the initial install for Walnut Township. In the future, we will be responsible for installing damaged and lost signs and the signs will be paid for by Bike Buckeye Lake. The LPA contract will need further clarification before the Township will agree to the contract. Trustee Horn moved that the Trustees agree to sign the LPA Agreement with modifications that the Township will not be responsible for any money to be expended by the Township. The motion was seconded by Trustee Leith. The motion passed with 3 yes votes

**4. Solar Resolution** – Trustee Horn stated that he had concerns that the Solar Resolution did not match what the Trustees had approved at an earlier meeting. Mike Berry stated the Resolution change from 10 kw to 30 kw is at Regional Planning to be reviewed. Trustee Yates would like Trustee Horn's proposed changes be submitted to Amy Brown at the Prosecutor's Office for legal review. Mike Berry, Zoning Inspector, will follow-up with getting everything to the Prosecutors office.

## NEW BUSINESS

- 1. Property Clean-up using ORC 505.87** – Trustee Horn state the property in New Salem was cleaned up by the property owner. The Property on Richards Street (Russell Lee), was sent official notices by certified mail and the Township is awaiting verification that the notices were received. As soon as the verifications are received by the Township, ample time for the property owner to respond, then, Alan Underwood will begin the clean-up work.
  
- 2. County Land use plan** - Trustee Leith updated the Trustees that the County Commissioner, Jeff Fix, would like to meet with the governing bodies of the county townships by the end of October. The Commissioner would like to include the Zoning Commission members. The Trustee Yates would like an evening meeting so that the public can attend. The Trustees agreed to meet November 8<sup>th</sup> at 7:00 pm at the Walnut Township Building.
  
- 3. Community Safe Room (Tornado shelter)** – Trustee Leith made the motion to approve a Resolution #30-2023 for the Walnut Township Safe Room through the Hazard Mitigation Program. Approval of the Resolution was seconded by Trustee Horn. The bid from Modern Builders will be accepted to build the Community Safe Room. The cost of the project is \$1,638,424.00. The funds are available through the Hazard Mitigation Program (CFDA 97.039) with a 12.5% match from the Township. The Townships share will be a maximum of \$204,803.00. The Federal Government has committed that Walnut Township will receive the Funds necessary to build the facility. The motion passed with 3 yes votes.
  
- 4. Salt Storage Facility** - Trustee Horn updated the Trustees that the Township would have to rebid and the Township will need to approve JBA’s additional fee request to make changes for the January/February 2024 bid opening date.

### **Comments from the public:**

A resident of the community requested that the Township compile a resolution stating that Walnut Township is not in favor of Utility scale solar within Walnut Township so that it can be presented to the Fairfield County Commissioners.

A resident asked where the Township stood with the Lakeside Drainage Project in regards to North Bank Drainage Issues. It was explained that the Lakeside project will be in 3 phases. And that the Township will be addressing North Bank at a future date. The resident voiced the opinion that the ditches need cleaned out.

Trustee Leith moved that the Trustees move into Executive Session to discuss a matter under ORC 122.22 G(1) at 10:50 pm. Trustee Horn Seconded the motion. The motion passed with 3 yes votes.

The Trustees returned to Regular session at 11:18 PM

**Adjournment:** At 11:18 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 Underwood, Fiscal Officer

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William R. Yates, Chairman

Terry W. Horn, Vice Chairman

Douglas G. Leith, Trustee