

RECORD OF PROCEEDINGS

WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH - BOARD OF TRUSTEES

11420 Millersport Rd. NE, Millersport, OH 43046

REGULAR MEETING MINUTES

December 5, 2023 - 7:00 PM

Township Officials present:

Trustees Terry W. Horn, William R. Yates, and Douglas G. Leith, were present. Fiscal Officer (FO) Pam Underwood was not present.

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 were present. Property Maintenance Inspector - Kelly Smith was not present.

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

Invited/Special guest(s) present: Fairfield County Sheriff's Office – Sgt. Sean Burke.

Number of members of the public present: 14 as recorded on Sign-in sheets.

MEETING PROCEEDINGS

Sgt. Burke – Attended to check-in with the Township. There were no major issues and he asked everyone to have a good holiday season.

Approval of Minutes:

The minutes for the Regular meeting on November 7, 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 November 8, 2023 with the Fairfield County Commissioners and Fairfield County staff covering the Fairfield County Land Use Plan were presented for approval. Trustee Horn made a motion to approve the minutes. Trustee Yates seconded the motion. The motion passed with 2 yes votes. Trustee Leith abstained because he was not in attendance at the meeting.

The minutes for the Special meeting on November 21, 2023 were presented for approval. Trustee Leith made a motion to approve the minutes. Trustee Yates seconded the motion. The motion passed with 2 yes votes. Trustee Horn abstained because he was not in attendance at the meeting.

Financial Reports – Fiscal Office, Pam Underwood:

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

Trustee Leith made a motion to approve checks # 29142 through # 29187, and Electronic Fund Transfers #588-2023 through #592-2023. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Trustee Leith made the motion, seconded by Trustee Horn to approve the following reports which include: Investment Listings, Appropriation Summaries, Cash Summaries, Fund Status, Payment Detail Listings and the Bank Reconciliation Reports for October 2023. The motion passed with 3 yes votes.

Trustee Horn made a motion to acknowledge and accept a donation from the Buckeye Lake 4th of July Association to the Fire Department for \$750.00. Motion was seconded by Trustee Leith. The motion passed with 3 yes votes.

Trustee Horn made a motion to approve the invoice for \$350.00 for payment to Fairfield County Regional Planning Commission for the 2024 annual dues. Seconded by Trustee Leith. The motion passed with 3 yes votes.

Trustee Leith made the motion and Trustee Horn seconded the motion to approve the renewal of the Township's Dental coverage with Delta Dental. The 2024 renewal rates are a 5.5% increase compared to our 2023 rates. The dental rates have not increased for 7 years. The motion passed with 3 yes votes.

Trustee Horn Made a motion to authorize Chief Price to purchase a used/spare fire truck from a station in Albany, New York for \$27,000.00. Chief price expressed there was a need to purchase a used fire truck to use while fire rescue # 631 was being repaired. The repairs are going to take approximately 6 months at a cost of approximately \$30,000.00 and going to put stress on the Fire department not having the use of the truck. The department will be able to utilize the used fire truck as a back-up after the repairs are completed on Truck # 631. Chief Price will be traveling to Albany, New York to inspect the Fire Truck, potentially purchase the fire truck and make arrangements for it to be transported back to Walnut Township. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Comments from the public:

Members of the BZA and Zoning Commission were present and requested that their per meeting pay be made before the end of December.

A motion was made by Trustee Yates and seconded by Trustee Leith to pay the BZA and Zoning Commission Members for their meeting attendance before the end of December 2023 for meeting for the 2023 year. The motion passed with 3 yes votes.

Trustee Horn made a motion to appoint Ken Reinshield for the BZA and Charles Pillon for the Zoning Commission appointments for 5-year terms, commencing on January 1, 2024 and ending December 31, 2028, seconded by Trustee Leith. The motion passed with 3 yes votes.

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 136 Total Runs in November 2023.

Donations will be coming in to cover the additional upgrades to the UTV from various local organizations.

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

Mr. Slater stated there was no Regional Planning Commission meeting because of a lack of a quorum.

Zoning – Mike Berry;

8 permits issued in November 2023: 4 home, 3 accessory buildings, and 1 variance. No outstanding fees.

Letters issued: 3 letters issued, 2 citations – 5557 Alder 2nd notice and 13516 Newark Road (Semi Trailer) and 3 variances.

Returned 93 phone calls.

Property Maintenance Inspector – Kelly Smith;

Maintenance Violations logs were distributed to the Trustees prior to the meeting by Kelly Smith, 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 if still not in compliance within the next 30 days. These properties being: 5089 Bateson Drive (Buckeye Beach Marina – 23-27); 13516

Newark Drive (Doss – 23-30); and 0 North Bank Road (Tweedle 23-38) Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Parks and Roads Supervisor – Nate Wagner;

Parks:

Nate announced that Walnut Township placed second place in his efforts to be approved for the Nature Works Grant. Will try again in 2024.

Roads:

Nate has applied for a BWC Grant to purchase a Street Broom for \$9,750.00. The Fire Department will be applying for the remaining funds for safety equipment. Nate asked for approval to go a head and move forward with purchase. Trustee Leith moved to allow Nate to move forward with purchase and seconded by Trustee Horn. The motion passed with 3 yes votes.

OLD BUSINESS

- 1. Salt Storage Facility rebid – Trustee** Horn made the motion to approve resolution 12b-2023 to contract with JBA Architects at an additional cost of \$ 4,250.00 Trustee Horn explained that the Greg Cotterman with JBA Architects will take care of the rebidding of the Salt Storage Facility in the February of 2024. The motion was seconded by Trustee Leith. The motion passed with 3 yes votes.
- 2. BLRC/Walnut Township logo/identity** – Trustee Horn updated the Trustees on where the Logo Committee stood. There is a committee meeting on December 13, 2023 at 6:30 pm. The consultants will present final logos for Walnut Township and for Fairfield Beach and the final logo will be chosen and presented to the Trustee for approval at a future Trustee meeting. The public is invited.
- 3. New phone System Update** – Tammy Oliver, Fiscal Clerk updated the Trustees that the phone system is almost complete. The Trustees and employees of the Township will be required to install an App on their smart cell phones that will enable the employees to access all the functions of the phone system from their cell phone, including accessing their voicemail messages.
- 4. Datto Workplace** - There was discussion on the use of Datto workplace and what access each employee and Trustee will have in Datto workplace. Fiscal Clerk, Tammy Oliver stated there would be a special meeting at a later date in December which will include Jeff Schwartz with Innovative Technology Services to go over the Township’s Cyber Security Mandates that will be required in 2024. During that meeting there will be additional discussion of Datto use and permissions.

NEW BUSINESS

- 1. Ohio Capital Bill** – Trustee Horn is working on a one-time funding request to be used on the North Walnut Storm Water Mitigation project that may provide funds up to 13 million dollars.
- 2. Reorganizational Meeting and Regular Meeting January 2, 2024** – The Trustees set the Reorganizational Meeting for 6:00 PM on Tuesday, January 2, 2024 and the Regular January 2024 Board Meeting following at 7:00 PM.

Comments from the public:

The Zoning Inspector had questions for Betsey Skrobot about information she had provided the Trustees in regards to guidelines that Columbus uses for STR in Columbus. Columbus does not take into account any zoning regulations.

- 3. Employee Compensation** - Trustee Leith moved and was seconded by Trustee Horn to move to executive session to discuss employee ‘s 2024 compensation at 8:40 PM. The motion passed with 3 yes votes.

The Trustees returned to regular session at 9:40 pm.

Trustee Leith left the meeting after the executive session.

Trustee Horn made the motion, seconded by Trustee Yates to make the following employee compensation rates effective January 1, 2024:

- Diane Platt - \$15.45/hour
- Kelly Smith - \$19.50/hour
- Patty McLoughlin - \$17.51/hour
- Nate Wagner - \$30.90/hour
- Mike King - \$20.10/hour
- Mike Berry - \$21.12/hour

The motion passed with 2 yes votes.

Adjournment: At 9:02 PM, Trustee Horn made a motion to adjourn. Trustee Yates seconded the motion. The motion passed with 2 yes votes.

Minutes Recorded By: Tammy Oliver

Pam Underwood, Fiscal Officer

William R. Yates, Chairman

Terry W. Horn, Vice Chairman

Douglas G. Leith, Trustee