

# RECORD OF PROCEEDINGS

WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH - BOARD OF TRUSTEES

11420 Millersport Rd. NE, Millersport, OH 43046

## REGULAR MEETING MINUTES

August 6, 2024 -7:00 PM

### **Township Officials present:**

Trustees Terry W. Horn, William R. Yates, and Douglas G. Leith were present. Fiscal Officer, Amy Amspaugh was present.

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

Roads & Parks Supervisor - Nate Wagner; Fire Chief - Robert Price; Zoning Inspector - Mike Berry; Recording Secretary and Administrator - Tammy Oliver; and Regional Planning Commission Representative - Robert W. Slater II (arrived at 7:30 pm) 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 to the Flag was recited.

**Number of members of the public present:** 6 as recorded on Sign-in sheets.

## MEETING PROCEEDINGS

### **Approval of Minutes:**

The minutes for the Regular Meeting on July 2, 2024 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 August 2, 2024 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.

The minutes for the Special Meeting on August 5, 2024 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.

**The Oath of Office was executed by Amy Amspaugh as the Township's newly appointed Fiscal Officer.**

### **Fiscal Officer, Amy Amspaugh:**

Financial reports were deferred to a future date so that the Fiscal Officer and Township Administrator can review the state of the Township's finances as a result of the resignation of Fiscal Officer, Pam Underwood.

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

Residents welcomed Amy Amspaugh as the newly appointed Fiscal Officer.

## DEPARTMENT REPORTS

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

Chief Price stated there were 118 Total Runs in July 2024.

Chief Price asked that the Township needed to appoint an additional Trustee to the Volunteer Fire Fighters Dependency Fund Committee. Funds are used to support the family and kids of in the event of a tragic death of one of the Township's Volunteer Fire Fighters. Trustee Leith was appointed in January 2024. Trustee Horn agreed to also be on the Committee.

Chief Price announced we are working on getting our Medicare Billing reactivated that fell between the cracks during the Change Healthcare transition.

### **Zoning – Mike Berry;**

15 permits issued in July 2024: 4 homes, 1 addition, 2 signs, 3 fences, and 3 decks. No outstanding fees.

The BZA will hear 2 variances in August 2024.

Letters issued: 10 letters issued, 1 violation and 9 variances.

Returned 81 phone calls.

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

**Parks:**

Nate asked the Trustees to sign a “Thank you” card for Chet Hauck who had a crew working on improving the parking lot, trimming trees, grinding out stumps and doing landscaping to improve Huffman Park.

Nate asked the Trustees to allow the Roads department to increase his tree budget by an additional \$10,000.00. Trustee Leith made a motion to approve the additional Budget for Tree removal, seconded by Trustee Horn. The motion passed with 3 yes votes.

**Roads:**

Nate updated the Trustees on the 2024 Road paving project. The Shelley Company will be completed in next week. They only have some striping to be done.

Nate and Mike King are finishing up the second round of mowing.

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

Mr. Slater had returned from the Regional Planning Commission Meeting and gave a report as to the items that were addressed at the meeting. He stated there was nothing really happening involving Walnut Township.

**Administrator – Tammy Oliver;**

Tammy Oliver stated that there is lots going on in the office. She is working with all the departments on numerous projects. She worked on interviewing the various candidates and is excited to work with the new Fiscal Officer, Amy Amspaugh. Working on getting the Fiscal Officer on-board.

**OLD BUSINESS**

- 1. Fairfield Beach Joint Identification Signs Update** - Trustee Horn updated the Trustees on the process we will be using for the advertising spaces on the new signs. There will be a lottery process on August 19<sup>th</sup> at 2:00 pm for the positioning of the advertisers on the signs. The Township has gotten approval from the County on the culvert.
- 2. Shepard Avenue Property Clean-up update** - Trustee Horn updated the Trustees on the status of the owners getting the property cleaned up. The Owners have not finished the clean-up as agreed, Trustee Horn is getting Quotes to do the clean-up which will be billed to the owners by the County Auditor on their property tax bills.
- 3. Junk Motor Vehicle Removal on Shepard** – Trustee Horn explained that there is an extensive process to have Junk vehicles removed. We will have a hearing on August 22, 2024 to hear from the owners of the two junk vehicles. Trustee Horn made a motion to approve entering into a contract with A & L Towing to remove the Township’s Junk Vehicles. Trustee Leith would like to know what the actual charges to the Township Trustee Leith made a motion to table the motion. Trustee Yates seconded the motion. The motion to table passed with 3 yes votes.
- 4. Lakeside Phase 1-4 Stormwater mitigation final engineering design agreement** – Trustee Horn discussed that the County prosecutor’s office had recommended that we amend Resolution # 22-2024 which covers our contract with MS Consultants on the Stormwater Project. Trustee Horn will be bringing the amended resolution to a future board meeting for approval.
- 5. Tornado Shelter Update** – Trustee Yates and Nate noted that the project will be substantially complete in October 2024. The water is being tested.
- 6. Salt Storage Facility Update** – Trustee Horn updated the Trustees that the Concrete floor will be curing for a few weeks and then Miller’s Builders will be finishing up the project.

## NEW BUSINESS

1. **Habitat for Humanity waiver of BZA Hearing Fees** – Trustee Leith made a motion for the Township to waive the \$650 BZA Hearing fees for the Habitat for Humanities of Southeast Ohio permit # 24-63. Trustee Horn seconded the motion. The motion passed with 3 yes votes.
2. **Approve Residential Solar Zoning Resolution Amendment** – Trustee Leith moved to adopt the proposed Residential Solar Zoning Resolution that changed the maximum kilowatts (KW) from “10kW” to “30 kW”. Anything in the 30 kW to 50 kW will be Industrial. Trustee Horn seconded the motion. The motion passed with 3 yes votes.
3. **Zoning Commission PUD #23-136 discussion** – A motion was made by Trustee Horn to hold a hearing to consider PUD # 23-136 with conditions. James Cotugno, 11625 Poplar Creek Road, Baltimore, Ohio for property located at 570 Baltimore-Somerset Road, Baltimore, Ohio. Applicant is requesting zoning district change from RR to PUD. The hearing will be at 7:00 pm on September 5, 2024. The administrator and the Zoning Inspector will take care of the required advertising deadlines and notices. The motion was seconded by Trustee Leith. The motion passed with 3 yes votes.
4. **EMS Contract** – Trustees Leith made a motion to contract with EMS Management & Consultants, Inc. (EMS/MC) to take over the Fire Departments EMS billing to replace the agreement that is to be terminated with Change Healthcare effective immediately. EMS/MC will take care of our past billings that Change Healthcare were responsible Trustee Horn seconded the motion. The motion passed with 3 yes votes.
5. **Accept Fire Department Donation from BLASST Board** – Trustee Yates made a motion, seconded by Trustee Leith to accept a \$750 donation from the BLASST Board. The motion passed with 3 yes votes.
6. **Property Maintenance Violations Court Filing Approval** – Trustee Leith made a motion to approve the Property Maintenance Inspector to enlist the Fairfield County Prosecutor to help with enforcing Property Maintenance Violations at 13732 Pine Road (PM24-19). Trustee Horn seconded the motion. The motion passed with 3 yes votes.
7. **Silco Fire and Security Quote for Camera System for the Township Building** – Trustee Yates made a motion to table the discussion on approval of a Silco provided Security system with cameras for the Township Building so that the Administrator could also get a quote to include a Fire security system. Trustee Leith seconded the motion. The motion passed with 3 yes votes.
8. **Noise Complaints about patrons of the Beachcomber Bar and Grill, 13574 Shell Beach Road, Thornville, Ohio** – The Trustees discussed that they were getting numerous complaints from residents about extreme noise after 11:00 pm. The Trustees suggested that the residents would need to contact the Sheriff when they have a complaint.
9. **Discussion on Walnut Township Fire Association not honoring the agreement for Transfer of the Fairfield Beach Fire Station.** Trustee Yates stated that he would talk with the County Prosecutor to see what their recommended next steps would be and to have the Prosecutor’s Office will right a letter on the Township’s behalf,
10. **Clarification on the Township’s Policy on Vacation Accrual** - The Trustees agreed that an employee can carry-over two weeks of unused vacation.

Trustee Leith moved that the Trustees move into Executive Session to discuss an economic development matter under ORC 121.22 (G)(8) at 9:15 PM. The Fiscal Officer, Administrator and Thurston’s Mayor, Gina Matos, was invited to participate in the Executive Session. Trustee Horn Seconded the motion. The motion passed with 3 yes votes.

The Trustees returned to Regular session at 10:00 PM

**Adjournment:** At 10:02 PM, Trustee Yates made a motion to adjourn. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Minutes Recorded By: Tammy Oliver

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Amy Amspaugh, Fiscal Officer

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William R. Yates, Chairman

Terry W. Horn, Vice Chairman

Douglas G. Leith, Trustee