

RECORD OF PROCEEDINGS

WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH - BOARD OF TRUSTEES

11420 Millersport Rd., Millersport, OH 43067

REGULAR MEETING MINUTES

November 6, 2024 – 7:00 PM

Township Officials present:

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

Department Heads/Staff present:

Roads & Parks Supervisor - Nate Wagner; Fire Chief - Robert Price; Zoning Inspector - Mike Berry; Township Administrator - Tammy Oliver; Regional Planning Commission Representative - Robert W. Slater II were present. Property Maintenance Inspector - Kelly Smith were absent. The regular meeting was called to order at 7:00 PM by Trustee Chairman Yates.

Number of members of the public present: 9 as recorded on Sign-in sheets.

MEETING PROCEEDINGS

Sheriff Department has a Deputy who can come to our meetings. He was just not able to make it tonight. The school has hired a Deputy for the school during school hours.

Approval of Minutes:

Trustee Leith made a motion to approve the meeting minutes for the October 1, 2024 Regular Meeting with corrections. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Financial Report – Fiscal Officer, Amy Amspaugh and Administrator, Tammy Oliver: The Trustees were given the Bank statements from July and August 2024. They are still working on September and October 2024 reports.

We ended up having a more detailed audit than standard audit, which cost us an additional \$17,800. Trustee Horn moved that we pay the additional cost of the audit of \$17,800. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Discussed a date for an exit meeting with the Auditors. It was decided to be held November 25, 2024 at 9 am. We had sent information to Amy Thompson-Brown at the prosecutor's office to look over an investment policy to put funds in to Star Ohio. We will discuss the Records Retention Committee meeting for 2024 that is mandated yearly while the auditor is here.

Tammy is working on a spreadsheet of all the departments expenditures. Tammy has met with Chief Bob and Nate Wagner on theirs and so we can get our appropriations amendments done. And hoping to get our permanent appropriations put in place before the end of the fiscal year.

Trustee Horn moved to acknowledge they received the financial reports for July and August 2024. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

The Fifth Third Bank has Pam Underwood was the only one on the account. This is our EMS account for billing and service for the fire department. We are being charged service fee for the account. Trustee Leith moved that Trustee Bill Yates and Fiscal Officer Amy Amspaugh be put on the Fifth Third Bank account as signatures and allowed to discuss the account with the bank. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Discussion of possibly changing the 2025 Township meetings to a different date to allow more time for financial reports, so we are approving the prior month rather than two months prior. It was decided to have meetings on the third Wednesday of each month starting in January 2025.

DEPARTMENT REPORTS

Township Fire Department - Chief Robert Price;

Chief Price stated there were 122 total runs in October 2024. He has a couple full timers expressed an interest in having deferred comp. We will have to run it past Amy Thompson- Brown at the Prosecutor's office on doing this. Chief Price is slogging day by day through the EMS billing stuff. Right now, we are waiting on the Federal government. We did get our Medicare/Medicaid revalidation approved. Change health care has billed some. But, March, April, May, and June are completely missing. July, August, and September are showing billed out. Change Health care was breeched and now we have a big mess but, we are moving forward.

Zoning – Mike Berry

16 permits issued in October: 4 home, 2 accessory buildings; 1 shed; 4 fences; 4 variances; 1 ZR amendment. All violations have been cleared up except for 5273 Orchid for a fence. He has not heard anything. Semi-trailer on North Bank had 30 days to remove and still has not. Amy Brown from the Prosecutors office wants to file a motion of contempt. Mike must sign an affidavit for this. Trustee Leith moved that Mike Berry sign the affidavit on behalf of the Township. Trustee Horn seconded the motion. Motion passed with 3 yes votes. Mike has a meeting with Amy Thompson- Brown from Prosecutors office on November 18th, about the short-term rentals and she needs to know where we stand as a township on short term rentals. Allow them or have a short-term license. No outstanding fees.

Returned 123 phone calls.

Parks and Roads Supervisor – Nate Wagner;

Parks:

Last month Daria came to us asking for help with four outlets out at Fairfield Beach Park. TWC came out and put all four exterior outlets in. The Tree at Hoffman Park has been cut down and stump has been ground out.

Roads:

Nate stated that the crack sealing program has been done for the year on the roads. On the third round of mowing and once the crops are off, we can mow back further to help with drifting. Nate had a surprise "spray records audit" He had no violations. Nate said every year we get an allocation from the county for road and bridge projects that we can roll over if we do not use it. The board has earmarked 2024's for the Lakeside Storm water project, which he says is \$172,000.

There will be a recap meeting for the Lakeside Storm drainage project on Wednesday, December 11th at 7pm at the American Legion in Millersport about the progress so far.

Regional Planning Commission Representative-Robert Slater II

Attended the Regional Planning Commission meeting and Greenfield Township is asking for a minimal parcel size to be increased from 1.5 acres to 2 acres. He stated they spoke about the proposed budget to the County Commissioners.

Property Maintenance Inspector- Kelly Smith

Kelly was absent but sent her needs by email to Trustee Horn that she would like to send the following non-compliance properties to the Lancaster City Law Director's office. (23-38) 0 North Bank Road; (23-37) 3089 North Street; and (23-24) 2777 Leib's Island for review and possible court action. Trustee Horn

moved to give Kelly permission to send these to the Prosecutor's Office. Trustee Leith seconded the motion. Motion passed with 3 yes votes.

Township Administrator- Tammy Oliver

Tammy stated that the Buckeye Lake Eagles donated \$5000.00 to the Walnut Twp. Fire Department. She would like for the Trustees to accept the donation. She also has a thank you note written for all the Trustees to sign. Trustee Leith moved to accept the donation from the Buckeye Lake Eagles on behalf of the Fire Department. Trustee Horn seconded the motion. Motion passed with 3 yes votes.

OTA 2025 conference is January 29th, 30th, and 31st. Tammy would like to get everybody pre-registered ahead of time to save some money. She would also like to get permission to add Assistant Chief Rob Robertson as an associate affiliate member for \$25.00 to attend.

Chief Bob Price asked per ORC 505.10 to declare Engine #634 – 1993 Simon Duplex as surplus and be able to advertise to sell the engine. Trustee Leith moved to let Chief Price list the Simon Duplex to sell. Trustee Horn seconded the motion. Motion passed with 3 yes votes.

OLD BUSINESS

1. **Fairfield Beach signs update-** Trustee Horn says he does not have anything new to report.
2. **Tornado Shelter Update** – Have punch list will be week of Thanksgiving. Generator test scheduled for November 15th.
3. **Salt Storage Facility update** – We have lights and the grass is being sewn. Have a few minor things that need fixed.
4. **Discuss doing a contract with SILCO Fire and Security for Township building-** Trustees would like to get a detailed list of billed materials, unit prices. Would like to have Amy Thompson Brown from Prosecutors office review the terms. Discussed where we would want all the cameras to monitor.
5. **Resolution #28-2024-**Official approval of Purchase and Financing of Fire Department Ladder Truck. Prosecutor Amy has the Official resolution and has not gotten back to Tammy yet. Amy Thompson Brown does have all documents that are needed she is vetted. Trustee Horn moved to accept the resolution #28-2024 for the purchase and financing of the Fire Department Ladder Truck. Trustee Leith seconded the motion. Motion passed with 3 yes votes.
6. **Grant Update-**
 - a) Working to get the EPS \$1 million MS has been helping. No rush, still have time.
 - b) Ohio one-time Community Investment Program \$500,000.00 we do have the money and can start utilizing those funds.
 - c) Ohio Capital Fund \$1 Million will not process until we have secured all the easements. Once we have all easements finalized, we can start tapping into that.

NEW BUSINESS

1. **Accept Donation to Walnut Township Fire Department** – Already did above.
2. **Approve For Trustees and Personnel to attend the 2025 OTA Winter Conference**– Already discussed Tammy will get the names of those attending.
3. **Per ORC 505.10 Engine# 634** – Already taken care of above
4. **Approval of sending Non-compliance properties to Prosecutors-** already taken care of above.
5. **Joint NCA/CEDA Hearing** with The Village of Thurston on December 5, 2024 at 7:00 pm at the Walnut Township School's Auditorium, 11850 Lancaster Street, Millersport, OHIO 43047

Additional Comments from the public:

Somebody asked about Minutes being posted to the public. There were technical errors but, will post soon.

Adjournment: At 9:25 pm, November 6, 2024 Trustee Horn made a motion to adjourn. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Minutes Recorded By: Amy Amspaugh

Amy Amspaugh, Fiscal Officer

William R. Yates, Chairman

Terry W. Horn, Vice Chairman

Douglas W. Leith