

RECORD OF PROCEEDINGS

WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH - BOARD OF TRUSTEES

11420 Millersport Rd., Millersport, OH 43067

REGULAR MEETING MINUTES

May 21, 2025 – 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; Zoning Inspector - Mike Berry; Fire Chief- Bob Price; were present. Township Administrator- Tammy Oliver; Property Maintenance Inspector - Kelly Smith were absent.

The regular meeting was called to order at 7:00 PM by Trustee Chairman Yates.

Invited guest(s) present: Fairfield County Sheriff's Office – Sgt. Luke Williams. ms Consultants – Kari Mackenbach

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

MEETING PROCEEDINGS

Sgt. Williams – Shared from the Fairfield County Sheriff's Office April 2025 report. Trustee Horn discussed the Holsberry Rd problem. And Sgt. Williams stated they are addressing this issue.

Flood Plan Standards: ms Consultants - Kari Mackenbach spoke about the need for Advanced Flood Plan Standards in Walnut Township.

Approval of Minutes: Trustee Horn moved to approve the minutes from the April 16, 2025 meeting. Seconded by Trustee Leith. Motion carried with 3 yes votes.

Financial Report – Fiscal Officer, Amy Amspaugh:

1. Acknowledgement of Fiscal reports for January 2025-March 2025; Payment Listing/Check Register, Fund status, Cash Summary, Receipt Summary, and Investment Listing. The Trustees reviewed all documents.
Trustee Horn moved to acknowledge receiving copies of Receipt Listing, Cash Summary, Investment Activity, Payment Listing, Fund Status, Interest earned on CDs. Trustee Leith seconded. Motion carried with 3 yes votes.
2. Amy reviewed the interest and status of CDs she invested at Vinton County Bank. She would like to invest \$ 500,000.00 at North Valley Bank in Millersport at a rate of 4.25% for 11 months. Trustee Horn moved that we go with Fiscal Officers recommendations to invest \$500,000.00 at North Valley Bank with a 4.25% interest rate CD for 11 months. Seconded by Trustee Leith. Motion carried with 3 yes votes.

Comments from the Public: Daria Arbogast has concerns about dogs at the park at Fairfield Beach in the playground area. Nate said that the CBDG grant that Trustee Horn received, they will use to replace the chain-link fence around the playground.

DEPARTMENT REPORTS

Property Maintenance – Kelly Smith; Kelly was not present. She did send her reports to the Trustees.

Township Fire Department - Chief Robert Price; Chief Price reported there were 102 runs in April.

Zoning – Mike Berry 11 permits issued in April: 1 addition; 1 fence; 5 variances; 1 pool; 2 sheds; 1 accessory building. Sent out 43 letters, 42 were variances and 1 was a violation. Returned 124 phone calls.

Parks and Roads Supervisor – Nate Wagner;

Parks: Nate is trying to move forward on the Nature Wood Grant for Leibs Island. Quote from last year has gone up \$2782.00 more. He needs approval to move forward with the additional \$2782.00 in cost. Trustee Leith moved to allow Nate to move forward with project and additional cost of \$2782.00. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Roads: Nate wants to open paving bids at next meeting on June 18th. He will be advertising for bids from paving companies.

Trustee Leith moved to approve Nate to bid for road repair. Seconded by Trustee Horn. Motion passed with 3 yes votes.

Township Administrator- Tammy Oliver;

OLD BUSINESS

1. **Tornado Shelter Update-** Nate said that Tammy deserves kudos for all her hard working on the Ribbon Cutting Ceremony on April 22nd. She did an awesome job organizing it, everybody agreed. Tornado shelter doors only open on tornado warning. We would like to have doors open on tornado watches.
2. **Salt Storage Facility Update-** Still have not heard from Miller Builders. Will have Tammy follow up on this.
3. **Boat Docks:** We have two docks that were not renewed.

NEW BUSINESS

1. Chief Price spoke about hiring a part-time Fire Department Code Enforcement Inspector with everything coming to Millersport. The possible Data Center, Bed and Breakfast places and foster homes are needing inspections. Need to check on pay and fee schedule and it would be up to 20 hours a week as needed. Trustees all agreed we need to move forward on this getting a Code Enforcement Inspector and get fee schedule.

2. Approval of Sedgwick (OTARMA Approval) to be assigned the Third-Party Administrators for Walnut Township, Fairfield County for the BWC. Trustees reviewed the packet that Tammy sent out and it will be a big savings. Trustee Leith moved to accept the recommendation to use Sedgwick as the Third-Party Administrator for Walnut Township for BWC. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Trustee Leith moved to go into Executive Session to discuss Economic Development per ORC 121.22 (G) (8) with Gina Matos, Thurston Village Mayor, and Carly Sparrow, Thurston Village Administrator at 9:45pm. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Out of Executive Session at 10:43 pm

Adjournment: At 10: 44pm, May 21, 2025 Trustee Leith made a motion to adjourn. Trustee Horn seconded the motion. The motion carried with 3 yes votes.

Minutes Recorded By: Amy Amspaugh, with final revisions made

Amy Amspaugh, Fiscal Officer

William R. Yates, Chairman

Terry W. Horn, Vice Chairman

Douglas W. Leith