

RECORD OF PROCEEDINGS

WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH - BOARD OF TRUSTEES

11420 Millersport Rd., Millersport, OH 43067

REGULAR MEETING MINUTES

October 15, 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:

Township Administrator- Tammy Oliver; Roads & Parks Supervisor - Nate Wagner; Assistant Road & Maintenance Supervisor - Tony Terry; Zoning Administrator- Mike Beery; Fire Chief- Bob Price were present. Property Maintenance Inspector - Kelly Smith was absent.

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

Special guests- Sgt. Williams went over the call reports for September 2025.

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

MEETING PROCEEDINGS

Approval of Minutes: Trustee Horn moved to approve the minutes with revisions from the Special Board Meeting on September 4, 2025. Seconded by Trustee Leith. Motion carried with 3 yes votes.

Trustee Leith moved to approve the minutes with revisions from the Regular Board Meeting on September 17, 2025. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Financial Report – Fiscal Officer, Amy Amspaugh

Investment update, Amy stated that interest year to date 2025 for all the CD's that she has invested, we have made \$77,463.49 in interest. The CD that matures on November 1st, 2025, she will invest at Star Ohio. She did find out that there are new forms that Star Ohio uses now. We will get those forms sent to Amy Brown-Thompson and have her look at the new forms and approve them. The interest rate today at Star Ohio is 4.27%. Trustee Leith moved to acknowledge they received copies of the Fund Status, Cash Journal, Bank Reconciliation, Bank Balance, Cleared Payments, Cleared Receipts, Apportion Status, Payment listing. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Comments from the Public:

Robin Thompson had concerns about Lateral Ditch A and not having enough flow and being plugged up. She would like to have the ditch taken care of first.

DEPARTMENT REPORTS

Township Fire Department - Chief Robert Price; Chief Price stated they had 132 runs for September. Boat 631 is still in water and taking out by end of the month. He has been trying to get the medics refurbished. Has not had any luck with Horton getting back with us on when they will fix them. We have already paid them \$250,000.00 that is sitting in an account and earning Interest. If we do not hear from them soon, we will request our money back plus interest and find another company to do the job. He has emailed the BWC grant application in. He stated that they really need two gear dryers for turnout gear and wet suits. The two dryers would be about \$28,000. They would be for Station 1 and 3. The BWC grant is a 3-1 grant and would be approved to be spent for the dryers. We would be responsible for \$600 - \$700 of it. They have interviewed and picked the six firefighters for the Full-Time positions and those six have accepted the job. Plan to have a swearing in ceremony on November 5th or 6th, 2025

Zoning – Mike Berry; 15 permits issued in September : 2 new homes; 2 additions; 1 accessory structures; 1 shed; 3 fences; 1 deck; 2 pools; 3 variances; Sent out 35 letters for variances. Still working

the 2 violations. Returned 121 phone calls. Mike spoke about the short-term rental issue at 4187 Northbank Rd. and asking for permission to give to prosecutor's office. Trustee Horn moved to make a resolution 19-2025 for 4187 Northbank Rd. to send to prosecutor's office for further action. Seconded by Trustee Leith. Motion carried with 3 yes votes.

We need an alternative to the BZA for a five-year term. Shirley K Perkins is interested in being an alternate for the BZA starting October 15, 2025 and her term would be until October 15, 2030. Trustee Leith moved to accept her as an alternate for the BZA. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Parks and Roads Supervisor – Nate Wagner; Stated Hoffman Park playground was started today. This Saturday, Trunk N Treat will be going on at Fairfield Beach. After that the all the Porta Johns will be pulled from all the parks for the winter. Nate introduced our new Road and maintenance worker Tony Terry.

Property Maintenance – Kelly Smith; Kelly was not present. She does not have anything new to report.

OLD BUSINESS

1. **Tornado Shelter-**

- a. Nothing new going on. Still waiting on the money from the Feds of \$700,000.00. Tammy and Nate are looking at prices for cameras to put at the tornado shelter to help keep it protected.

2. **North Walnut Storm Drainage Project Update:**

- a. Trustee Horn stated the majority of the easements have been signed.
- b. Proposed Timeline- Trustee Horn read proposed project schedule. Trustee Yates stated that the County Engineers office stated we will not go out to bid until we have all easements, due to potential litigations. We only have the money for phase 1 currently. And will only bid out Phase 1 as soon as we have all the easements. Then if more money comes in, we can do Phase 2-4.
- c. Resolution #13-2025 to Approve the Construction Drawings for the North Walnut Township Stormwater Conveyance Project Lakeside Phase 1. Trustee Yates moved to approve Resolution 13-2025 Whereas, the County Engineer is advising this Board approve the construction drawings as they are with the final approval of the County Engineer's office for the Lakeside Phase 1 Drainage Project have been completed. Seconded by Trustee Horn. Motion carried with 3 yes votes.
- d. Resolution #14-2025 to Approve the Construction Drawings for the North Walnut Township Stormwater Conveyance Project Lakeside Phases 2-4. Trustee Yates moved to approve the resolution 14-2025 pending County Engineers signature. Seconded by Trustee Horn. Motion carried with 3 yes votes.
- e. Resolution #15-2025 to approve Advertising for the North Walnut Township Stormwater Conveyance Project Lakeside Phase 1. Trustee Leith moved to approve resolution 15-2025 with approval of the County Engineers Office. Seconded by Trustee Horn. Motion carried with 3 yes votes.
- f. Resolution #16-2025 to approve Advertising for the North Walnut Township Stormwater Conveyance Project Lakeside Phase 2-4. Trustee Yates will not vote for. He wants to see the money before voting for it.

Trustee Leith moved to approve modification 3 for North Walnut Township Stormwater project. Seconded by Trustee Horn. Motion carried with 3 yes votes.

- 3. Discussion on the Township's next step in the Eastern Cottontail/Ohio Power Sitting Board Decision per Attorney's request with projected cost estimates. Tammy is working on a potential budget. We will continue

NEW BUSINESS

1. Approval of the 2026 Renewal of the Benistar/Hartford/Express Scripts Group Medicare Part D Program and Retiree Medical Plan. (15.8% Increase for Retiree Medical Plan and 5.54% Increase for Express Scripts Group Medicare Part D Program.)
Trustee Yates moved to approve. Seconded by Trustee Leith. Motion carried with 3 yes votes.

Comments from the public:

Executive Session: At 9:30pm, October 15, 2025 Trustee Leith moved to go into Executive Session to discuss the employment of Fire Department full-time staff and restructuring of personnel per ORC 121.22 (G)(1). Seconded by Trustee Horn. Motion carried with 3 yes votes.

Out of Executive session at 10:00 pm

Trustee Leith moved to sign Resolution 18-2025 to Restructure Department Leadership, and Modify Fire Officer Positions. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Executive Session: At 10:03pm, October 15, 2025 Trustee Leith moved to go into Executive Session to discuss the potential employment of zoning department staff per ORC 121.22 (G) (1). Seconded by Trustee Horn. Motion carried with 3 yes votes.

Out of Executive session at 10:35 pm

Trustee Leith moved to advertise for a parttime assistant Zoning Administrator. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Discussed Rickett's project across the street from the Township House of 200 single family homes.

Adjournment: At 10:45 pm, October 15, 2025 Trustee Yates made a motion to adjourn. Trustee Horn seconded the motion. The motion carried with 3 yes votes.

Minutes Recorded By: Amy Amspaugh with revisions

Amy Amspaugh, Fiscal Officer

William R. Yates, Chairman

Terry W. Horn, Vice Chairman

Douglas W. Leith