



**MINUTES OF THE:
WALNUT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
February 01, 2022 - 7:00 PM**

Township Officials present:

Trustees Terry W. Horn, William R. Yates and Douglas G. Leith and Fiscal Officer Jane Baker

Department Heads present:

Fire Chief - Robert Price; Zoning Inspector – Mike Berry; Roads & Parks Supervisor – Nate Wagner;

Property Maintenance Inspector - Scott Arnold (*absent*); Recycling – Mike King(*absent*), Regional Planning Commission Representative, Robert W. Slater II (*absent*).

Number of members of the public present; 6

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

MEETING PROCEEDINGS

Approval of Minutes:

The minutes for Trustee Special Meeting December 28, 2021 were presented for approval. Trustee Horn made a motion to approve the minutes after corrections. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

The minutes for Trustees Re-Organization Meeting, January 4, 2022 were presented for approval. Trustee Horn made a motion to approve the minutes after corrections. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

The minutes for Trustees Regular Meeting, January 4, 2022 were presented for approval. Trustee Horn made a motion to approve the minutes after corrections. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

The minutes for Trustee Special Meeting, January 18, 2022 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.

Correction from Minutes of January 4, 2022 - Chief Price asked for \$2500.00 to LogWear Uniforms Supply Co. for uniforms for fire department personnel. Trustee Yates moved to approve the open purchase order to LogWear. Trustee Horn seconded and it passed with 3 yes votes.

Financial Report – Fiscal Officer, Jane Baker:

Trustee Horn made a motion to approve checks # 25750 through # 25760 and Electronic Fund Transfers # 1 through # 61, after being certified that funds are available and appropriations have been made by Fiscal Officer Baker. Trustees also signed off on the following Fiscal Officer reports: 1) Investment Listing 2) Appropriations Summary 3) Cash Summary 4) Fund Status and 5) Payment Listing and 6) Bank Reconciliations. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Fiscal Officer Baker made a recommendation to hire a replacement for a Fiscal Clerk with Barb Martin's departure. The candidate, Tammy Oliver, comes from the Heath School District and would be approved at \$15.00/hr. She also recommended naming Pam Shaloo as Deputy Fiscal Officer at \$20.00/ hr. Trustee Leith made the motion to approve the requests and Trustee Horn seconded it. It passed with 3 yes votes.

Fiscal Officer Baker also clarified the credit card policy; there is one credit card and not several. The credit card, when it is in your presence, is approved for your use. The forms have been recreated to clarify the updated policy.

Comments from the public:

Mr. Miller asked about the status of the website for notification of meetings to include Special Mtgs. He was not aware of the Special meeting on January 18 and wants his email to be included on the list of those who receive email notifications along with the website notification. Trustee Yates will work on it.

DEPARTMENT REPORTS

Township Fire Department - Chief Price – there were 151 runs in January.

He asked for \$11,000 for a Drug Vending Machine at station #1 to cover all three stations. (\$8600 for the machine and \$1200 for the yearly subscription). Narcotics and drugs run through the machine and it makes for clear accountability. There is also a way to notify the personnel when drugs in the machine are going to expire so they can be returned and replaced with new ones. (Approximately \$6000.00 was wasted last year). Trustee Horn moved to approve the purchase of the Vending Machine. Trustee Leith seconded. The motion passed with 3 yes votes.

He reported on maintenance of equipment at the three stations, a new volunteer, Cameron Collins and new part timer, Allison Dickerson, and he's working on terminating inactive members. He also talked about EMS reporting tablets to align with Licking County System.

He needs to purchase mapping tablets (\$ 1500.00) and will be looking for future grant money to replace the Thermal Imager Cameras.

He will be waiting on a final bill from Verizon – moving to AT&T.

He also is posting for additional staffing for the coming storm Wednesday – Saturday.

Regional Planning – Representative Robert Slater III – was absent but had spoken with Trustee Leith about voting on issues that he might find himself in conflict with – namely, with property in Walnut Township. Trustee Yates said that anything in Walnut Township that affected him, should be abstained by Rep. Slater.

Roads and Parks Supervisor – Nate Wagner said there are parcels abutting to a road that are not dedicated Township roads. People are putting gravel on them at Fairfield Beach, and roads North of Buckeye Lake.

He's looking at the Docks around Lieb's Island and what we're liable for (mowing, insurance, etc.)

He reported that 200 tons of salt to date have been used and 300 more tons have been ordered.

Talked about the Winter Conference he attended last week and how beneficial it was and then talked about his goal for the year – developing a new equipment maintenance plan.

Zoning – Mike Berry's report for January included: 9 permits issued; 2 for homes, 1 for an addition, 1 for a sign, 2 for fences, 1 for a deck, and 2 for variances that will be heard at the February 10 meeting.

The main problem is working with the Health Dept. on a lot split at Beaver and Pine.

Property Maintenance – Scott Arnold was absent and had no report to share.

Recycling – Mike King was absent and had no report to share.

OLD BUSINESS

1. Tornado Shelter; Trustee Yates reported that the Tornado Shelter falls under the infrastructure for public services. There needs to be a county building permit. We are looking at the cost per square foot to support 900 people in an emergency. The grant is for a specified amount. With construction costs increasing, we may need to reduce the size of the shelter or possibly get additional grant money from FEMA.

2. Boat Docks; Trustee Leith said he is investigating the other docks around Lieb's Island. A couple of docks need to be torn out; others are OK. Dock stickers are being dispersed from the Township office on two Saturdays. Still working on issues around the costs, etc. No promises have been made as to how the money from the docks will be spent. There was also discussion about checking a list of our docks and checking with Millersport about their dock costs.

NEW BUSINESS

Mr. Bill Collinson – Bike Buckeye Lake. Mr. Collinson spoke to the group with PowerPoint handouts about further development of The Buckeye Lake bike path. Currently there are 26 miles mapped around the area - he directed us to photos of maps in the handouts; 4.16 miles of bike path around the dam are well used currently. Mr. Collinson shared key initiatives that are currently underway in the area and is asking for support for signage to mark the Buckeye Lake Trail and make sure it is consistent with the other communities around

the lake. The Trustees informally supported the efforts of the group as long as all signage is uniform around the lake.

1. North Walnut Township Stormwater Conveyance Study -Trustee Horn reported that he met at the County Engineer's Office (FCEO) with MS Consultants, the firm selected to be the best consultant after receiving competitive Letters of Interest. Also, meeting included, Eric McCrady, Deputy Engineer FCEO, Jonathan Ferbrache of Fairfield Co. Soil and Water, and Jon Kochis Fairfield Co. Emergency Mgmt. Office. The purpose of that meeting was to further develop the project scope with MS Consultants. MS Consultants will be preparing a final Scope of Work for the team's approval on February 11. A final cost of services will be prepared by MS Consultants by February, 18. It was noted that MS Consultants has been requested as part of their scope, to complete the Lakeside study portion in time for the Trustees to submit for an Ohio Public Works Commission grant in September of 2022.

2. Fairfield Beach Stormwater – Trustee Horn provided a concept map to the Trustees of a portion of Fairfield Beach on the west side prepared by Eric McCrady of the FCEO where new storm sewer pipes could be installed. The area is approximately bounded by Shell Beach Rd to the west and Elm Rd on the east; Alder Dr. on the south and Cypress Dr. on the north. There was discussion about the possible need for a retention pond for the area to maintain water quality of the lake. A potential location is the Fairfield Beach Park north of Beaver Dr. between Birch Rd. and Cedar Rd. currently being used as a soccer field. Proposed main storm lines will be sized large enough to accommodate the area being served water shed. Trustee Horn suggested a meeting with Eric McCrady to discuss the project with the public. It was decided to hold a Special Meeting mid-February to discuss.

Also, Trustee Horn suggested getting a 55" TV monitor for the purpose of using it as a projection device at the next Special Meeting and future meetings. Trustee Horn made a motion to purchase the TV monitor; seconded by Trustee Yates and passed with 3 yes votes.

There was also a brief discussion about the American Rescue Plan Act (ARPA) grant money. There is now an option to change the use of the funds from storm water only to anything Township services related. This could be important when we get down to the last of the funds now committed to storm water and not having a storm water use for it and potentially losing the remaining money.

3. Personnel Handbook – According to Trustees Horn and Yates, Fiscal Clerk, Barbara Martin presented them with a good structure for completing the Personnel Handbook, however it is going to take some time to complete. All the State mandates are included in the proposed Handbook. Trustee Yates moved that all the information that's required by state law be approved and included in the current Personnel Handbook. Trustee Leith seconded the motion. It passed with 3 yes votes.

4. Ohio Township Association's Winter Conference – Pam Shaloo, Mike Berry, Nate Wagner, Mike King and Trustee Horn attended last week and overall, there was a positive response to it. All sessions were video recorded and are available to paying conference members at their convenience.

5. Zoning Board members for 2022 – Trustee Horn nominated current member Ron Sharpe for the Board of Zoning Appeals and current member Greg Groves for the Zoning Commission. Both terms will go through 2026. Trustee Horn moved that these members be approved and Trustee Leith seconded the motion. It was passed with 3 yes votes.

6. Community Development Block Grant (CDBG) application for 2022. – - Nate Wagner, Parks and Roads Supervisor, will be reviewing.

Adjournment: At 10:39 PM, Trustee Yates made a motion to adjourn. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Minutes Recorded By: Diane Powell

Jane Baker, Fiscal Officer

William R. Yates, Chairman

Douglas G. Leith, Vice Chairman

Terry W. Horn