

RECORD OF PROCEEDINGS

WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH - BOARD OF TRUSTEES

11420 Millersport Rd., Millersport, OH 43067

REGULAR MEETING MINUTES

January 10, 2023 - 6:50 PM

Township Officials present:

Trustees Terry W. Horn, William R. Yates, Douglas G. Leith, Fiscal Officer (FO) Pam Underwood.

Department Heads/Staff present:

Zoning Inspector – Mike Berry; Roads & Parks Supervisor – Nate Wagner; Recycling – Mike King; Regional Planning Commission Representative-Robert W. Slater II; Recording Secretary and Fiscal Accounting Clerk - Tammy Oliver.

The regular meeting was called to order at 6:50 PM by Trustee Chairman Yates.

Invited guest(s) present: Fairfield County Sheriff's Office – Sgt. Sean Burke.

Number of members of the public present: 7 as recorded on Sign-in sheets.

MEETING PROCEEDINGS

Sgt. Burke - Shared that the Fairfield County Sheriff's Office will be getting new computer system with new software in 2023. System will be integrated with other municipalities. There will be cameras at major intersections which include "high tech" vehicle readers.

Approval of Minutes:

Trustee Horn made a motion to approve the meeting minutes with corrections for the Regular Meeting on December 6, 2022. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Trustee Leith made a motion to approve the minutes of the special meeting on December 7, 2022. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Trustee Horn made a motion to approve the minutes with corrections for the special meeting on December 29, 2022. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

Financial Report – Fiscal Officer, Pam Underwood:

Approval of Checks and Electronic Fund Transfers (EFT's): Trustee Horn made a motion to approve checks # 25802 through # 25821 and Electronic Fund Transfers #880-2022 through #957-2022, after being certified that funds are available and appropriations have been made by Fiscal Officer Underwood. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Trustee Horn made the motion to approve the Fiscal Officers reports for November 2022 and December 2022. Reports include: Investment Listings, Appropriation Summaries, Cash Summaries, Fund Status and Payment Detail Listings and the Bank Reconciliation Reports for November 2022 and December 2022. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

The Fiscal Officer will send the Trustees a new timesheet to submit periodically for the purpose of prorating their salaries to be expensed to the proper funds. The Fiscal Office will verify with Auditors how often timesheets should be submitted.

Trustee Horn made a motion to approve the Ohio Department of Transportation's "2022 Township Highway System Mileage Certification" certifying the Township maintains 57.727 miles of public roads. The motion was seconded by Trustee Leith. The motion passed with 3 yes votes.

Trustee Leith made a motion to approve the renewal of the Township's Property and Casualty Insurance with OTARMA at an annual cost of \$58,019.00. Trustee Yates requested we verify that the Thurston Fire Department Building is covered with Liability Coverage Insurance, as well as the Property Coverage, even though we are leasing the building. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Comments from the public:

No Comments or "Compliments"

DEPARTMENT REPORTS

Regional Planning Commission Representative – Robert Slater II; There was no Regional Planning Commission meeting in January 2023.

Zoning – Mike Berry

5 permits issued in December: 1 home, 1 addition, 1 sign, 1 fence, 1 Ag. Exempt. No outstanding fees.

3 letters issued: 3 violations, 6 variances. Prior violations: Accessory Bldg. on Alder and Ivy turned over to Prosecuting Attorney and second letter for no permit for pool on Bickel Church Rd. Owner has contacted Township to resolve. 7421 Lancaster-Thornville Road, Living in trailer. Resolved, trailer is gone. 13516 Newark Road, Semi-Trailer and several sheds, ongoing. Sent 13 Tourist Home Final Letters, with 11 more to complete.

Returned 42 phone calls.

BZA Reorganizational Meeting on January 12, 2023.

Zoning Committee Hearing for Rezone and Reorganizational Meeting on January 19, 2023.

There were 159 Permits issued in 2022 with \$70,940.00 collected in fees.

Property Inspector: Trustee Horn informed the Trustees that the new Property Inspector, Kelly Smith, has a pretrial on a property at Lancaster-Thornville Road on January 12, 2023. Trustee Horn will be attending the pretrial with Kelly Smith for support.

Recycling – Mike King; All is under control in regards to recycling.

Parks and Roads Supervisor – Nate Wagner;

Parks:

Stutske delivered "rip rap" for the Fairfield Beach ditches.

Nate and Mike are working on applying for a Nature Works Grant for Lieb's Island.

Roads:

Nate "Thanked" the Board for the Facebook posts the weekend of the Snow storm asking the community to not be on the roads so that the road crew could get the roads cleaned. We received good feedback and positive comments from the community.

The Township received the Affidavit of Final Lien Release waiver from Shelley Company that all bills for the Roads project have been paid.

Salt barn repairs have been made.

The Garage door has been repaired.

Nate is planning on purchasing an adapter plate for \$1,150.00 for the loader that was included in his 2023 Budget. The adapter plate can be used for adding attachments for the loader.

OLD BUSINESS

1. **Tornado Shelter** - Nate Wagner gave an update that the Township officially received an extension for the Tornado Shelter Grant to October 5, 2023. The plan is to seek additional funds from FEMA see what size the Tornado Shelter can be reduced to so that the construction will fit within our budgeted funds. The approved budget is \$800,000.00. Cost to build has increased by 40%. Recalculations are being done so that the shelter will be able to handle 700 people, down from 900 people originally.
2. **Boat Docks** – Nate and Trustee Leith visited the ODNR office and was inquiring if ODNR is prepared for the 2023 Boat Docks Permits.
3. **Bike Buckeye Lake Signage** – Nate asked where signs are to go and is setting up a meeting to have County Engineer give their input and sign-off on our plans for sign locations.
4. **Shepard Avenue Signs** –Trustee Horn asked if the number of signs could be reduced. Trustee Horn made a motion to allow the Roads Superintendent to adjust the no parking signage on Shepard to accomplish the current goal to manage the parking on Shepard. The motion was seconded by Trustee Leith. The motion passed with 3 yes votes.

NEW BUSINESS

1. **Zoning Board Secretary** – Trustee Horn suggested that possibly, each Zoning Board and the BZA each get their own Zoning Secretary. The Township will continue to recruit new secretary candidates.
2. **ARPA storm water Resolution** – Trustee Horn is waiting on input from the County Prosecutors on amending the Township's Resolution for the uses of the ARPA funds. Trustee Horn suggested using funds for playground equipment and directing some of the funds to help pay for a new salt barn for the Township.
3. **Salt Barn Needs** – Nate suggested that we collect info at the OTA Conference at the end of January in regards to replacing the existing Salt Barn. Trustee Horn reiterated that we may be able to utilize the ARPA funds that will not be used for the Storm water project and use it for roads freeing up funds for a new salt barn.
4. **OTA Conference is January 25 – January 27, 2023.**
5. **Runkle Park Property** – Beth Hume, 3131 Greenlawn Avenue, would like to purchase a small section of Runkle Park to allow her the ability to proceed with a small addition to her current dwelling. The deed was reviewed by Nate and the property cannot be sold. The deed contains restrictions. The Trustees will need to notify Ms. Hume.
6. **2023 Road Repair Plan** – Nate discussed that he is planning on a May 1, 2023 bid date for the Township Road repairs for 2023.
7. **Solar Farm Info Trustee Special Meeting** - Trustee Leith wanted to remind the Trustees that there will be an informational Special Meeting on February 1, 2023 with Dale Arnold with the Ohio Farm Bureau concerning the Fairfield County solar farms at the Pleasantville Community Center at 7:00 pm. Mr. Arnold has a neutral position on the development of solar farms.
8. Trustee Horn moved to pay invoice # 20227 for ADR for - \$2,810.00. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

9. Trustee Horn moved to pay invoice #9 for MS Consultants in the amount of \$29,865.39. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Comments from the public:

1. There was discussion by a member of the public and the Trustees in regards to the solar development in Walnut Township and if it will or will not benefit the Walnut Township Community. The community representative requested that the Trustees make informed decisions only after knowing all the facts when it comes to solar developments in Walnut Township.

Trustee Leith made the motion to move to executive session at 8:41 pm to discuss employee compensation per ORC 121.22, seconded by Chairman Yates. The motion passed with 3 yes votes.

Trustees returned to regular session at 10:00 pm.

Motion was made by Trustee Leith and seconded by Trustee Horn to pay Kelly Smith \$17.00 per hour on a part-time basis effective January 1, 2023 as Property Inspector. The motion passed with 3 yes votes.

Motion was made by Trustee Leith and seconded by Trustee Yates to pay Mike Berry \$20.50 per hour effective January 1, 2023 as the Township Zoning Inspector. The motion passed with 3 yes votes.

Adjournment: At 10:03 PM, Trustee Leith made a motion to adjourn. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Minutes Recorded By: Tammy Oliver

Pam Underwood, Fiscal Officer

William R. Yates, Chairman

Terry W. Horn, Vice Chairman

Douglas W. Leith