

RECORD OF PROCEEDINGS

WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH - BOARD OF TRUSTEES

11420 Millersport Rd., Millersport, OH 43067

REGULAR MEETING MINUTES

December 3, 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.

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

Number of members of the public present: 10 as recorded on Sign-in sheets.

MEETING PROCEEDINGS

Sgt. Williams – Shared from the Fairfield County Sheriff's Office October and November reports.

Approval of Minutes:

Trustee Leith made a motion to approve the meeting minutes for the November 6, 2024 Regular Meeting with corrections. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Financial Report – Fiscal Officer, Amy Amspaugh:

Asked for approval to hire Jim Snyder, Fiscal Officer at Pleasant Township, Fairfield County to assist FO, Amy Amspaugh in closing the Townships 2024 Books. Trustee Leith moved to approve Jim Snyder if we need his assistance at \$40.00/hr. plus mileage. Trustee Horn seconded the motion. Motion passed with 3 yes votes.

Yearly Records Retention Committee meeting was set for December 19, 2024 at 9am as mandated by law. We need to contact the Ohio History Connection to look at our old documents before getting rid of anything. We will also go over insurance renewal.

Comments from the public:

A Fairfield Beach citizen is concerned about the lack of STOP signs and safety by Fairfield Beach Park. Another resident had concerns about the solar project and contamination of run off and fire hazards.

DEPARTMENT REPORTS

Township Fire Department - Chief Robert Price;

Chief Price stated there were 106 total runs in November 2024.

Chief Price stated that they received an EMS Grant of \$5,049 that, Chris Shoup wrote for training equipment.

Zoning – Mike Berry

16 permits issued in November: 5 home, 1 addition; 1 accessory building; 4 sheds; 3 fences; 1 variance; Working on violations, not sure about the date for semi-trailer court case. Returned 84 phone calls.

Property Maintenance – Kelly Smith; Kelly was not in attendance

Parks and Roads Supervisor – Nate Wagner;

Parks: Nate stated that after two years of trying we were awarded the Nature works Grant for improvement at Huffman Park, on Liebs Island. Going to purchase a swing set, rubber mulch, trashcans. Received over \$17,000. A Risk consultant came out and gave suggestions for all our Township parks with recommendations for our equipment.

Roads: Mowing is complete for the year. Plows and spreaders are on the trucks ready to go. Nate says we need a resolution stating that “Gov Deals” is our agent for internet auctions. Nate set it for December 2, 2024 to December 3, 2025 still must follow the 505.10 ORC advertising and the length of time before the auction ends for advertising. Trustee Leith moved to accept resolution 30-2024 for the purpose of making “Gov Deals” our agent for internet auctions. Trustee Horn seconded the motion. Motion passed with 3 yes votes.

Nate found a computer asset management program from Nova Solutions that will assist him with road signs, culverts, pot holes etc. Set up and first year is \$9395.00 plus we need to buy an iPad for \$1,200. The yearly cost is \$5,195 a year for service and record keeping. Trustee Horn moved to accept Nate’s proposal and initiate the setup and purchase of the program. Trustee Leith seconded the motion. Motion passed with 3 yes votes.

Regional Planning Commission Representative-Robert Slater II;

He attended the Regional Planning meeting and the recommendation for the zoning variance of Chad and Samantha Dupler was approved by the Zoning Commission.

Township Administrator- Tammy Oliver;

The downpayment for the ladder truck and paperwork has been sent to finance companies. All the minutes have been sent to Jake at ITS to be upload on the system. She is working with Nate & Bob on appropriations. Getting ready for NCA mtg. on Thursday.

OLD BUSINESS

1. **Fairfield Beach signs update**-Signs are up and look nice. Two non-profit groups asked if they could have a spot with no fee to them since they are non-profit. Trustee Horn moved to allow the two groups a spot at no cost to them since they are tax exempt. Trustee Yates seconded the motion. Motion passed with 3 yes votes. Trustee Horn had somebody approach him about using our Logo for events. Trustee Horn came up with a Logo use policy that is good for 18 months, then they will have to re-apply. Trustee Horn moved to accept the Logo use policy. Trustee Leith seconded. Motion passed, Horn- Yes, Leith- Yes, Yates- No.
2. **Tornado Shelter Update**- The punch list is getting smaller. Still waiting on when to have an Open House until everything is ready.
3. **Salt Storage Facility Update**- The building is ready for salt and just need to finish the gravel on the driveways.
4. **Grants**- All part of the North Walnut Township Stormwater Mitigation at Lakeside
 - a) Community Project U.S. – EPA \$1 Million grant we will receive money just have to go through the process.
 - b) Ohio One-Time Community Investments program of \$500,000.00 we have in the bank.
 - c) Ohio Capital Fund of \$1 Million can not apply for this one until we have ownership of easements that we need to get, to construct the project.

There will be a meeting on December 11, 2024, 7 pm at the former American Legion Hall, 2557 Canal Dr. Millersport, to recap and summarize the north Walnut Stormwater Project and schedule County OTA meeting is December 30, 2024, 6pm at Lancaster County Fairgrounds.

NEW BUSINESS

1. **Set date for Special meeting:** To take care of approving Health Insurance Renewals for 2025 and any other business that needs addressed. The date was set for December 19, 2024 at 9am.

2. **Approve James Scott as Alternate to Zoning Commission-** Per Mike Berry's recommendation. Trustee Leith moved to approve James Scott as Alternate to Zoning Commission for a five-year term 1/1/2025 through 12/31/2029 Trustee Horn seconded. Motion passed, Leith – Yes, Horn - Yes, Yates – Yes

Additional Comments from the public:

A resident spoke about garbage trucks cutting the corners and making messes in yards. Will make our Sheriff Deputy aware and see if he can help with the issue.

Adjournment: At 9:03 pm, December 3, 2024 Trustee Leith made a motion to adjourn. Trustee Horn seconded the motion. The motion passed, Leith- Yes, Horn- Yes, Yates- Yes.

Minutes Recorded By: Amy Amspaugh

Amy Amspaugh, Fiscal Officer

William R. Yates, Chairman

Terry W. Horn, Vice Chairman

Douglas W. Leith