

## RECORD OF PROCEEDINGS

WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH - BOARD OF TRUSTEES  
11420 Millersport Rd., Millersport, OH 43067

### REGULAR MEETING MINUTES

November 19, 2025 – 7:00 PM

#### **Township Officials present:**

Trustees Terry W. Horn, William R. Yates, Douglas G. Leith, and Fiscal Officer (FO) Amy Ampaugh, were present.

#### **Department Heads/Staff present:**

Township Administrator- Tammy Oliver; Roads & Parks Supervisor - Nate Wagne; 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 could not make it.

**Number of members of the public present:** 13 as recorded on Sign-in sheets.

### MEETING PROCEEDINGS

**Approval of Minutes:** Trustee Leith moved to approve the minutes with revisions from the Board Meeting on October 15, 2025. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Trustee Leith moved to approve the minutes with revisions from the Special Board Meeting on November 6, 2025. Seconded by Trustee Yates. Motion carried with 2 yes votes. Trustee Horn abstained.

#### **Financial Report – Fiscal Officer, Amy Ampaugh**

Investment update, Amy passed out update and Interest year to date is \$83,077.85. The CD that matured on November 1<sup>st</sup>, 2025, she will be investing at Star Ohio once she gets the forms back from Amy Brown-Thompson once she approves them.

Trustee Leith moved to acknowledge they received copies of the Fund Status as of August 29, 2025, Cash Journal, Bank Reconciliation, Bank Balance, Cleared Payments, Cleared Receipts, Apportion Status, Payment listing/Check Register for August and September 2025. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Amy explained she wants to refund the Kitchen Fund to each employee from March 27, 2025 to present because of 501(c)(3) issue with the Millersport Fire Association/Walnut Fire Association. Once they file under the proper name she will start the Kitchen fund again. Trustee Leith moved to approve refunding employees the kitchen fund. Seconded by Trustee Horn. Motion carried with 3 yes votes.

Amy is going to get quotes from at least three different banks about their depository agreement.

#### **Comments from the Public:**

Sydney E. Strite from United Way of Fairfield County. Spoke about their 2025 United Way of Fairfield County Campaign. She is looking to see what is needed in the area and make connections to help those in need.

### DEPARTMENT REPORTS

**Township Fire Department - Chief Robert Price;** Chief Price stated they had 115 runs for October. He would like to get a snow plow for the Grass truck 633 and use for all the stations and back lanes that do not get cleared. The cost would be \$8,500 for the plow. He has spoken with Tammy and the fire department has the money in the budget to purchase it. He was told to go ahead and get it.

**Zoning – Mike Berry;** 19 permits issued in October : 7 new homes; 2 additions; 1 accessory structures; 3 fences; 1 deck; 3 variances; 1 Ag-exempt; 1 solar; 5 lot splits, ties; Sent out 42 letters, 41 for variances, 1 for a violation. Returned 94 phone calls.

Mike spoke about possibly raising the cost of all the fees for Walnut Township. He passed out a spreadsheet showing ours and all the surrounding townships and their fees. Mike stated that people who fail to get a permit and start building, that after 30 days that the fee will double in cost. Once a permit is issued, they have 12 months to start and two years to complete.

**Administrator – Tammy Oliver;** Tammy spoke about taking credit card payments for various fees at the township. Vinton County bank was not very responsive and she investigated “Square” and they charge 3.3% plus \$.30 per transaction. The money will be transferred to our secondary checking account daily. She proposed we have a 5% service fee for anybody who pays with a credit card for using this service to the township. She will research more for December meeting and hope to start January 1, 2026.

**Parks and Roads Supervisor – Nate Wagner;** Nature works grant that was used for Hoffman Park at Liebs Island is complete except for paperwork and reimbursement. We have another grant going for the Fairfield Beach Park and it is in the Commissioners hands right now. We opened bids for project two weeks ago and can start working on project as soon as commissioners agree. Truck 4 is having an oil pan put on it. One of the big plow trucks has the replaced engine and is still going. Truck 2 had its rear end replaced. Tony Terry is working out great. Nate said he is a heck of a worker. A great mechanic and we will have five plow trucks going. Getting ready for winter and patching things. Nate is being featured at the OTA for his data computer system program he has been using. They wanted him to speak but he told them they could use his data instead.

Property Maintenance – Kelly Smith; Kelly was not present. She sent in her report.

#### **OLD BUSINESS**

1. **Update on North Walnut Storm Drainage Project-**
  - a. State of easements - Trustee Horn believes there are four easements that we are still trying to get finished. There were questions about when the project would start. And before we can start, all easements must be finished.
  - b. Project Manager transition discussion- Bill stated that he does not want to pay any bills until they go through Eric McCrady at the Engineer’s Office to approve.
2. Continued discussion on the Township’s next step in the Eastern Cottontail/Ohio Power sitting board matter - Trustee Yates asked for permission to talk to the attorney and research better what we currently have and what we might do. Trustee Yates would like a motion to give him permission to continue that conversation. Trustee Leith moved to give Trustee Yates permission to talk with the attorney about the Eastern Cottontail/Ohio Power Sitting Board matter. Seconded by Trustee Yates. Motion carried with 2 yes votes. Trustee Horn abstained.

Trustee Horn would like to know what the cost of attorney fees have been with this aspect of the Eastern Cottontail Solar/Ohio Power sitting board process. Tammy reported that the attorney fees are \$164,298.77 and has come out of the Zoning fund.

#### **NEW BUSINESS**

1. Approval of the 2026 Renewal of the Township’s Health Coverage with United Healthcare. Premium increase of 19.7%. Trustee Leith moved to approve United Healthcare as the township healthcare insurance. Seconded by Trustee Yates. Motion passed with 3 yes votes.
2. Invoices for renewal of Fairfield Beach Signs to be paid December 20<sup>th</sup>. Signs for unpaid invoices will be removed on January 2, 2026. The cost will be \$650 a year for two signs, one at each location.

3. OTA conference is February 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>, 2026. All employees are invited to go including the Fire Department.\
4. Mike Berry stated that there are two new cell towers going in. They re Verizon and one is going in behind the Marathon gas station at Fairfield Beach. And the other is at Route 256 and Route 188. We can not charge any fee for the one at Route 256 and Route 188 because they are exempt from zoning and nobody objected to being put in. But we can charge \$2000.00 a year fee for the one behind the Marathon gas Station because it is a permitted through zoning.

**Comments from the public:**

Susan Prymer stated that the Eastern Cottontail project must be filed by December 15, 2025. And it will be and is going to the Supreme Court.

A company that has been contracted out of Texas has been running drones over the project scanning 2- - 30 feet below the surface for metal. It is good for one year and if nothing is done on the project it will have to be done again in a year.

The village of Millersport is meeting with ARC light power company on Thursday, November 20<sup>th</sup> and South Central wants to meet with them also. Both are closed meetings.

**Adjournment:** At 9:10 pm, November 19, 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 revisions

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Amy Amspaugh, Fiscal Officer

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William R. Yates, Chairman

Terry W. Horn, Vice Chairman

Douglas G. Leith