

RECORD OF PROCEEDINGS
WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH - BOARD OF TRUSTEES
11420 Millersport Rd., Millersport, OH 43067
REGULAR MEETING MINUTES
March 18, 2026 – 7:00 PM

Township Officials present:

Trustees William R. Yates, Douglas G. Leith, Bob Slater were present.

Department Heads/Staff present:

Roads & Parks Supervisor - Nate Wagner; Zoning Administrator- Mike Berry; Fire Chief- Bob Price were present. Property Maintenance Inspector Kelly Smith and Fiscal Officer Amy Amspaugh were not present.

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

Special guests - none

Number of members of the public present: 12 as recorded on Sign-in sheets.

MEETING PROCEEDINGS

Approval of Minutes: Trustee Leith moved to accept the minutes from the Board Meeting minutes from February 18, 2026 with one correction, "FEEEG Grant". Trustee Slater moved to accept the minutes, Trustee Leith seconded the motion. Motion carried with 3 yes votes.

Financial Report – Fiscal Officer, Amy Amspaugh

In the absence of the Fiscal Officer Amy Amspaugh and Administrator Tammy Oliver requested a Special Meeting on March 23rd so that to go over the Budget/Appropriation figures so that the required certificates can be filed with the County Auditor for the March 30th Budget Commission meeting. Chair Bill Yates asked for a motion to schedule a meeting for March 23rd between the Trustees and the Fiscal Officer. Trustee Leith made a motion; Trustee Slater seconded the motion. The motion passed with 3 yes votes.

Fiscal Officer Amy Amspaugh left the following reports for the Trustees to review and approve:
Payment Listing/Check Register, Fund Status, Cash Summary Report.

Trustee Slater moved to accept the Financial Reports as presented by the Fiscal Officer, second offered by Trustee Leith. Motion passed with 3 yes votes.

Chair Yates asked to acknowledge Fiscal Officer reports for December 2025, including Payment Listing/Check Register, Fund Status, Cash Summary Report, and January 2026 Bank Reconciliation. Motion by Trustee Leith, second by Trustee Slater. Motion passed with 3 yes votes.

Chair Yates asked for Acknowledgement of Fiscal Officer reports for January 2026, including Payment Listing/Check Register, Fund Status, Cash Summary Report and January 2026 Bank Reconciliation Report. Motion by Trustee Leith, second by Trustee Slater. Motion passed with 3 yes votes.

Chair Yates asked for Acknowledgement of Investment Earnings Report, Motion by Trustee Leith, second by Trustee Slater. Motion passed with 3 yes votes.

Chair Yates asked to approve the 2025 Final Amended Appropriations, Motion by Trustee Leith, second by Trustee Slater. Motion passed with 3 yes votes.

Chair Yates asked approve the Final Amended Certificate of Resources for 2025, as produced by the County Auditor, motion by Trustee Slater, second by Trustee Leith, motion passed with 3 yes votes.

Comments from the Public:

Jack Whitehair, 13720 Queen Road, Fairfield Beach has a water problem. The township road in front of his house runs north and south and at about 50 yards it slopes towards his house. Mr. Whitehair stated that the water runs down Rosewood right into his yard. Mr. Whitehair built a dam and tried to redirect the water from his house. Chair Yates said that Nate will go out and walk with Mr. Whitehair and the township will try to help solve the problem.

John Searle, 3230 Cottonwood Ct. NE, Leib's Island, he missed the last meeting when docks on Leib's Island were discussed. Mr. Searle had a question about the docks on Leib's Island. He asked if someone on Leib's Island get a dock? Trustee Leith explained that you must live in the interior of the island to obtain one of the docks, and the fee for the dock is \$450.00. Mr. Searle was referring to other docks on the island and Trustee Leith informed Mr. Searle that those docks belong to ODNR.

Marsha McAtee, 705 Blacklick Rd, addressed the Trustees regarding the proposed data center. Several people that she knows are concerned about the proposed data center at 37 and 204. She, along with her neighbors are concerned about light and noise pollution as well as increase utility costs and ground water.

She said she wished that the public had been notified about this data center. Chair Bill Yates explained that the property was annexed to the Village of Millersport and that the township was not involved with the project. Chair Yates informed the public that there was an upcoming public meeting on March 26th and April 2nd at the Millersport High School cafeteria. He encouraged the public to attend and express their concerns.

DEPARTMENT REPORTS

Township Fire Department - Chief Robert Price

For February 2026, Chief Price reported 107 runs. The big fireboat is now at Station 631. They have a roof training prop with 3 different slopes, and is set up for different directions for approach for the firetruck.

Zoning – Mike Berry; For February 2026 there were 7 permits issued: 1 home, 3 additions, 1 accessory building, 2 fences, 1 deck, 1 variance. He did 6 lot splits and ties with the county, sent 10 letters 1 violation and 75 phone calls returned. Mike continues to help out with Berne Township and Thurston. He is still working with the PA office regarding the short-term rental located at 4187 North Bank Rd.

Roads Supervisor – Nate Wagner

FEMA approved the tornado shelter overrun request. He said that there will be a nice chunk of money coming back to the general fund.

Nate said he received two proposals for the door lock actuators for the tornado shelter at Fairfield Beach from Silco and Klein. He said Silco has a better price and a better product. Nate was happy with what they could provide. The quote from Silco was for \$5500.00 for purchase and installation. For \$17.00 per month, they provide an app to lock/unlock from their phone. He said that the Klein proposal was \$6800.00.

Chair Yates asked for a motion to approve the purchase from Silco. Trustee Leith made a motion to approve purchase and installation keypads at the tornado shelter in the amount \$5550.00 and a recurring monthly fee of \$17.00 per month for the app. Trustee Slater seconded the motion. Motion carried with 3 yes votes.

Property Inspector – Kelly Smith

Kelly left her report for the Trustees to review. There were charges filed against one resident for violations, but service was not able to be made.

OLD BUSINESS

Nate addressed the board regarding the North Walnut Storm Drainage Project. The county engineer who is acting as the township agent had a meeting and bid opening is March 27th. The County Engineer would like a Special Meeting to discuss and potentially award a contract.

Chair Yates asked Nate if there were any easements remaining in Phase I and Nate replied that all are complete in Phase I.

Trustee Leith Boat Dock Applications were mailed out March 19, 2026.

NEW BUSINESS

Chair Yates asked to Adopt a Resolution #12-2026 for the 2025 Ohio Fire Code and Relevant Provisions of Ohio Administrative Code for Walnut Township. Motion by Trustee Slater, second by Trustee Leith. Motion passed with 3 yes votes.

RESOLUTION #12-2026 - A RESOLUTION ADOPTING THE 2025 OHIO FIRE CODE AND RELEVANT PROVISIONS OF THE OHIO ADMINISTRATIVE CODE FOR WALNUT TOWNSHIP, FAIRFIELD COUNTY, OHIO

WHEREAS, pursuant to Ohio Revised Code Sections 505.37, 505.38, and 505.39, the Board of Township Trustees is authorized to provide fire protection and to adopt regulations necessary for the protection of lives and property within the unincorporated areas of the township; and

WHEREAS, Ohio Revised Code Section 3737.82 authorizes the State Fire Marshal to adopt and enforce the Ohio Fire Code, and permits its enforcement at the local level; and

WHEREAS, the Ohio Fire Code, as set forth in Chapter 1301:7-7 of the Ohio Administrative Code, establishes minimum standards for fire prevention, fire protection systems, and life safety; and

WHEREAS, the Ohio Administrative Code contains rules adopted by state agencies, including the Ohio Department of Commerce, Division of State Fire Marshal, necessary for the administration and enforcement of fire safety regulations; and

WHEREAS, the Board of Township Trustees finds that adopting the most current edition of the Ohio Fire Code promotes uniformity with state law and enhances the protection of the public health, safety, and welfare; and

WHEREAS, the Board of Township Trustees further finds it necessary to formally authorize the enforcement of said code within Walnut Township by the Township Fire Department and designated Fire Code Official;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Walnut Township, Fairfield County, Ohio:

SECTION 1. ADOPTION OF THE 2025 OHIO FIRE CODE

Pursuant to Ohio Revised Code Sections 505.37 and 3737.82, the 2025 Ohio Fire Code, as adopted by the Ohio Department of Commerce, Division of State Fire Marshal and codified in Ohio Administrative Code Chapter 1301:7-7, is hereby adopted in its entirety as the fire code for Walnut Township.

SECTION 2. ADOPTION OF THE OHIO ADMINISTRATIVE CODE

All applicable provisions of the Ohio Administrative Code relating to fire prevention, fire protection, and life safety, including but not limited to Chapter 1301:7-7, are hereby adopted and incorporated by reference as if fully set forth herein

SECTION 3. ENFORCEMENT AUTHORITY

The Walnut Township Fire Department, under the direction of the Fire Chief, and any duly designated Fire Code Official, are hereby authorized and directed to administer and enforce the provisions of the Ohio Fire Code and Ohio Administrative Code within Walnut Township in accordance with state law.

SECTION 4. VIOLATIONS AND PENALTIES

Any person, firm, or corporation who violates any provision of the adopted codes shall be subject to penalties as provided in Ohio Revised Code Chapter 3737 and other applicable provisions of the Ohio Revised Code, including but not limited to Sections 3737.99 and 3781.99, as applicable.

SECTION 5. SEVERABILITY

If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Resolution.

PASSED AND ADOPTED by the Board of Trustees of Walnut Township, Fairfield County, Ohio, this 18th day of March 2026.

Walnut Township Board of Trustees:

Trustee

Trustee

Trustee

Chair Yates asked to Adopt Resolution #13-2026 - A resolution adopting a new fire Department fee schedule for Walnut Township. Motion by Trustee Leith, second by Trustee Slater. Motion passed with 3 yes votes.

RESOLUTION 13-2026 A RESOLUTION ADOPTING A NEW FEE SCHEDULE FOR WALNUT TOWNSHIP, FAIRFIELD COUNTY, OHIO, AND DECLARING AN EMERGENCY

WHEREAS, pursuant to Ohio Revised Code Sections 505.37, 505.38, 505.84, and other applicable provisions of the Ohio Revised Code, the Board of Township Trustees is authorized to establish and collect reasonable fees for services provided by the Township, including but not limited to fire protection, emergency services, permits, inspections, and other administrative services; and

WHEREAS, the Board of Township Trustees has determined that it is necessary to adopt a comprehensive and updated fee schedule to ensure that the costs of providing Township services are fairly and equitably allocated; and

WHEREAS, the Board of Township Trustees finds that updating the fee schedule will promote transparency, consistency, and fiscal responsibility in Township operations; and

WHEREAS, the Board of Township Trustees has reviewed and considered the proposed fee schedule and finds it to be reasonable and in the best interest of the Township;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Walnut Township, Fairfield County, Ohio:

SECTION 1. ADOPTION OF FEE SCHEDULE

The Board of Township Trustees hereby adopts the Fee Schedule attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. EFFECTIVE DATE OF FEES

The Fee Schedule adopted herein shall become effective on March 18, 2026 and shall remain in effect until amended or repealed by subsequent resolution of the Board of Township Trustees.

SECTION 3. AUTHORITY TO COLLECT FEES

The appropriate Township officials, including but not limited to the Fiscal Officer, Fire Chief, Zoning Inspector, and other designated personnel, are hereby authorized and directed to implement and collect the fees established in the adopted Fee Schedule in accordance with applicable law.

SECTION 4. PRIOR RESOLUTIONS

All prior resolutions or parts of resolutions establishing fees that are inconsistent with this Resolution are hereby repealed as of the effective date set forth herein.

SECTION 5. SEVERABILITY

If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Resolution.

SECTION 6. EMERGENCY CLAUSE

This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, and safety, for the reason that the timely implementation of an updated fee schedule is necessary for the continued operation and funding of Township services; therefore, this Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Trustees of Walnut Township, Fairfield County, Ohio, this 18th day of March, 2026.

Walnut Township Board of Trustees:

Trustee

Trustee

Trustee

OTA Meeting being held on March 30th at 6 p.m. with dinner. RSVP to Chair Yates by March 26th. Food is collected at these meetings to distribute to local food pantries.

Sherry Pymer asked the Trustees if they would consider requesting a moratorium on data centers in the township.

Dana Cooper, 13735 Queen Rd. asked what can be done with abandoned property on Fairfield Beach. He said the house is filled with critters and probably teenagers. Chair Yates said please provide the property inspector, Kelly Smith's with the address.

Chairman Yates asked for a motion to enter into Executive Session at 8:40 p.m., Trustee Leith made the motion, Trustee Slater seconded the motion. Motion carried with 3 yes votes.

Executive Session ended at p.m.

Adjournment: Chair Yates asked for motion to adjourn at p.m., made a motion to adjourn, second by

Minutes Recorded By: Patricia McLoughlin

William R. Yates, Chairman Robert Slater, II Vice-Chairman Doug Leith

Amy Amspaugh, Fiscal Officer