

WALNUT TOWNSHIP, FAIRFIELD COUNTY, OH – ZONING COMMISSION

11420 Millersport Rd., Millersport, OH 43067

**RE-ORGANIZATION MEETING MINUTES**

January 15, 2026 -7:00 PM

**Zoning Commission members present/absent:**

Members present - Charles Pillon, Greg Groves, Ben Patterson, Dick Williams, Daria Arbogast, James Scott

**Zoning Inspector:** Mike Berry - present

The meeting was called to order at 7:00 PM by last years, ZC Chair Charles Pillon, and the Pledge of Allegiance to the Flag was recited.

**Call for Chair of the Zoning Commission for this year:**

Greg Groves made a motion to nominate Charles Pillon for **Chair** of the Zoning Commission, second offered by Dick Williams. A Call was made for a vote: Groves, - Yes, Patterson – Yes, Williams, - Yes, - Arbogast, - Yes.

Chair Pillon asked for nomination for **Vice-Chair** of the Zoning Commission, Ben Patterson nominated Dick Williams, second offered by Daria Arbogast. The Chair called for a vote: Groves, - Yes, Patterson, - Yes, - Pillon, - Yes, -Arbogast, - Yes. Motion passed with 5 yes votes.

**Set meeting time and date for this year:**

Daria Arbogast made a motion to change Section 9A that legal notices shall be posted on the township website no later than ten (10) days prior to the meeting date, second offered by Dick Williams. Motion passed with 5 yes votes.

Citing from the Boards **Rules and Procedures** Section 4: Unless otherwise postponed or cancelled, tentative regular meetings of the ZC shall be held on the third Thursday of every month at 7PM If that day is a legal holiday under Ohio law, the tentative meeting shall be held on the next succeeding Monday and at the same time. Tentative regular meetings may be postponed or cancelled in advance by or at the direction of the Chair or Vice Chair. Meeting times and dates to be posted on the Township door with cancelations posted within 24 hours.

Citing from the Boards **Rules and Procedures** Section 9 (b): “Tentative regular meetings – The Recording Secretary or Zoning Inspector shall give notice of the ZC’s Meeting schedule by posting a copy which states, in effect, that unless otherwise changed or cancelled, all regular meetings of the Walnut Township ZC will be held as indicated in Section 4. If the date, time or location of a regular meeting is changed or cancelled, notice of the change or cancellation shall be posted on the Walnut Township Hall front door at least twenty-four (24) hours prior to the meeting.”

Chair Pillon made a Motion to accept the Rules and Procedures as modified in 9A, second by Greg Groves. Motion passed with 5 yes votes.

Charles Pillon made a motion to set the third (3rd) Thursday of each month at 7PM as the tentative hearing or meeting time in accordance with Zoning Commission, “Rules and Procedures”. If there is no business to conduct on this date each month, the Zoning Inspector shall notify each Board member prior to the meeting and notify the public by posting on the Township door prior to 24 hours of the hearing or meeting. The Chair, Charles Pillon called for a vote: Pillon, - Yes, - Groves, - Yes, Patterson – Yes, - Williams, - Yes, - Arbogast, - Yes. Motion passed with 5 yes votes.

**Board Minutes:**

Separate Minutes shall be taken for: 1) Re-Organization Meeting, 2) Hearings and, 3) Regular meetings.

Draft meeting minutes shall be prepared by the Recording Secretary or in the absence of Recording Secretary, by the Board Secretary or Vice Chair within 10-14 days following each meeting or hearing and emailed to the Board members and Zoning Inspector. **Each Board member and Zoning Inspector is to review the minutes and suggest any necessary changes at the next regular meeting. It is critical that the minutes accurately reflect the meeting proceedings.**

All final Minutes shall be signed by the Chair and Vice Chair, in the absence of one of either, by longest serving member.

**Adjournment:** Charles Pillon made a motion to adjourn at 7:10 PM. Ben Patterson seconded the motion. The motion passed with 5 yes votes.

Minutes Recorded By: Patricia McLoughlin

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Charles Pillon - Chair

Dick Williams – Vice Chair