

## Walnut Township Trustees Meeting

December 6, 2016

The meeting was called to order at 7:00PM. Trustees Doug Leith, Bill Yates and Terry Horn were present.

The minutes for November 1<sup>st</sup> were submitted for approval. Trustee Yates made a motion to approve the minutes with corrections. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Trustee Leith acknowledged the receipt of the Cash Summary by Fund, Payment Listing, Fund Status and Appropriation Summary by the trustees.

Trustee Horn made a motion to approve checks 25183 through 25196 and EFT 2016-905 through 2016-992, after being certified that funds are available and appropriations have been made by Fiscal Officer Kraner. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

An email was received from Andy Frank, BWC, regarding potential discounts available on BWC premiums. Fiscal Officer Kraner will look into those options after the Year End is completed. After consideration on the frequency of the BWC payments, Kraner decided to set-up a monthly automatic payment out of the checking account to BWC.

### **Comments from the Floor –**

There were no comments from the floor.

### **Department Reports**

***Chief Hite, Thurston Walnut Township Fire Department*** – Chief Hite has two new firefighters that have received their 240 FF cards that he would like to hire - Brett Holt and Melissa Riyadi. Austin Thompson is a new volunteer at the station. Medic 1's water pump is out and Medic 2's engine hose needs replaced.

Trustee Leith will continue on the Dependent Fund Board for 2017. EMS reports were distributed to the Trustees.

Trustee Yates made a motion to approve Chief Hite's personnel recommendations. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

**Michelle Crockett from Burnham and Flower** presented the options for Medical, Dental and Vision Insurance for 2017. In order to keep the premiums in an acceptable range, she is recommending an increase in the deductible of \$100 single and \$200 family.

Michelle presented quotes from Aetna, Anthem and Medical Mutual for the medical insurance. All of the plans provided comparable benefits. The Anthem has the lowest cost increase at 3.5%,

The Delta Dental would remain the same. The VSP will have a 5% increase and the rate will be locked in for 7 years.

Trustee Horn made a motion select the Anthem PPO Blue Access Bronze, maintain the Delta Dental and the VSP and increase the deductible and health reimbursement by \$100 for single and \$200 for family. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

**Mike Berry, Zoning Inspector** – There will be a BZA meeting regarding the Variance for the Fire House at Fairfield Beach on December 8<sup>th</sup>.

Mike has sent out several nuisance letters as well as a letter to the gentleman who appears to be running a business in an area that is not zoned commercial. He was told to get rid of the equipment. The trash on Orchid, with the exception of the tires, has been picked up. The RV on Cypress has been removed.

There is a PUD application that is pending.

There are three properties that Jennifer Valentine, Fairfield County Health Department, looked at in the township. The first property on Taylor Rd, Parcel #0460043000, has junk on the property and will be receiving a letter informing them to remove the junk. The second property at 12445 Taylor Avenue has a house and garage on the property that was

condemned by the Health Department years ago. There are delinquent taxes owed on the property and it should go into tax foreclosure after the first of the year according to Michael Caper of the County Land Bank. The third property, 13083 Westbank Drive, will not be condemned by Jennifer so Mike will send a letter requesting they clean up the property.

There was a discussion as to whether there were any permits pending on West or North Banks of Buckeye Lake. Mike stated that there was one resident that he had referred to ODNR.

**Mike King, Recycling** – Everything is fine

**Tim Morris, Parks and Road and Bridge** – Tim discussed the request of a resident to have the speed limit changed on Laurel Drive. The township cannot enforce the speed limit; that falls under the Sheriff to enforce.

Tim is requesting approval to attend a Continuing Education Course for Weed Spraying that is \$95. Trustee Horn made a motion to approve the class for Tim. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

James Mako, RPC, will be reviewing the Neighborhood Revitalization Grant with the EPA and Tim Morris this Thursday.

Tim asked if Personal Days will be approved for he and Mike for 2017.

**Chief Price, Millersport Fire Department** – It will be a couple more weeks before the new Tanker s in service; they are doing the driving training.

There was a discussion regarding what the Trustees would like to see in the township in the next 5 years as far as Fire Protection and Emergency Services. Chief Price brought up several items to consider –

- Maintaining 3 stations
- Bring staffing levels up to 3 at each station
- Raise the hourly wage to be competitive

- Upkeep and maintenance of equipment

Trustee Yates suggested that the stations explore career firefighters for the stations.

It was agreed that a Fire Levy is needed to maintain the current level of service.

### **Old Business**

Fiscal Officer Kraner has completed all the paperwork required by the Ohio Attorney General as requested by Levy & Associates.

The IRS situation has been resolved and the township has received overpayments back.

There was a discussion regarding the Fuel Purchasing Program. The location of the tanks was moved due to zoning requirements to the south of the shop. The next step is the electrical permit; however the County is requiring a set of drawings for the concrete slab first. Tim has dropped off the required documents and approval could take up to 10 days.

Trustee Horn suggested that an agreement between the participating entities should be completed.

Fiscal Officer Kraner stated that the insurance refund is still in process.

At the audit, an example of a Credit Card Policy was provided. Fiscal Officer Kraner suggested that the township go ahead and adopt the policy and has prepared the document for the Trustees' approval. Trustee Yates moved to pass **Resolution 11-16** to adopt the Credit Card Policy. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

There was a discussion of the allocation of the Trustees and Fiscal Officer's payroll and insurance over the General, Road and Bridge, Zoning, Fire and the EMS Funds at the same percentage as the payroll. The medical expense for the Fiscal Officer has been reallocated to the Road and Bridge Fund at 30% for 2016.

Trustee Horn made a motion to allocate all insurance premiums for 2017 for elected officials across the funds at the same percentage as their payroll. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

The Trustees decided to turn in their time allocation at the meeting on the first Tuesday of each month to be used for the payroll and allocation of insurance expenses. Fiscal Officer Kraner will provide forms for the Trustees to complete at the meeting.

### **New Business**

There was a discussion regarding what benefits there would be for the Village of Thurston to handle the firefighters payroll processing. The primary consideration was if that removed the 1500 hour rule from the fire department. Since the fire department is jointly owned with Walnut Township, it would not remove that rule.

If it is moved, the worker's comp would also need to be moved over. If so, the Trustees are requesting that Thurston's attorney write up the new paragraph.

There was a discussion regarding making changes to the PUD fees will be lowered to \$900 plus the cost of the professional consultants. Trustee Yates made a motion to approve the updated Zoning Fees effective January 1, 2017. Trustee Horn seconded the motion. The motion passed with 3 yes votes. An executed version of the new Zoning Fee schedule will be posted.

Regional Planning Comp Plan Surveys are available to be completed for the township and any individual can also complete.

The OTA Christmas Dinner is December 11<sup>th</sup>.

The 2017 OTA Winter Conference is at the end of January. Trustee Leith made a motion to submit registrations and fees for all Trustees, Tim, Mike K and Mike B for the OTA Winter Conference. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

The Fairfield County Engineering Resolution for Geiger Rd was executed. Tim will submit the document to the Fairfield County Engineer.

The County TID Board Meeting is December 7<sup>th</sup>.

There was a discussion regarding the Liquor Permit Renewals and whether there were any objections.

Documentation was received from the EPA stating that Retriev Ohio has temporary authorization on Class B modification.

The Re-Organization meeting for 2017 will be held on January 3, 2017 prior to the regular meeting. Fiscal Officer Kraner will place the ad for the meeting in the Lancaster Eagle Gazette.

Board members are needed for the Zoning Commission and the BZA. On the BZA, Ron Sharpe is at the end of his term and needs to be asked if he is willing to do another term. Dave Farrell has moved out of the area and needs to be replaced. On the Zoning Commission, Mike Berry needs to be replaced and Greg Rose is at the end of his term and needs to be asked if he is willing to do another term.

10:00 PM, Trustee Yates made a motion to adjourn to Executive Session under ORC 122.22 (G-1) to discuss employee compensation. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

10:27 PM, out of Executive Session

Trustee Horn made a motion raise Tim Morris' compensation to \$20.45/hour and to pay a one-time bonus of \$2,000 for his work on the Neighborhood Revitalization Grant; to raise Mike King's compensation to \$15.24/hour; to award two Personal Days for 2017. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

10:28 PM, Trustee Yates made a motion to adjourn to Executive Session under ORC 122.22 (G-1) to discuss a complaint against a Public Employee. Trustee Leith seconded the motion.

11:13 PM, out of Executive Session

11:14 PM, Trustee Leith made a motion to adjourn. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

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Lynn Kraner, Fiscal Officer

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William Yates

Terry Horn

Doug Leith, Chairman