

Walnut Township Trustees Re-organization Meeting

Date: January 5, 2021

Time: 7:00 p.m.

Recorder: Patricia McLoughlin

The Pledge of Allegiance was recited

Attendee	Present	Attendee	Present	Attendee	Present
Bill Yates, Trustee Chairman	X	Tim Morris, Parks & Roads	X		
Terry Horn, Trustee	X	Mike Berry, Zoning Inspector	X		
Doug Leith, Trustee	X	Fiscal Officer Jane Baker	X		

Discussion Summary	Action/Decision/Follow-Up
<p>1. This meeting was called to order by Fiscal Officer Jane Baker. The Fiscal Officer called for nominations for Chairman for 2021: Bill Yates was nominated by Terry Horn as Walnut Township Chairman,</p> <p>Fiscal Officer turns meeting over to Chairman Yates.</p> <p>Chairman calls for nominations for Vice Chairman for 2021: Trustee Terry Horn was nominated for Vice-Chairman by Trustee Chairman Yates.</p>	<p>Motion by Trustee Horn to nominate Bill Yates for Trustee Chairman for 2021, Second by Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Chairman Yates to nominate Terry Horn as Vice-Chairman for 2021, second by Trustee Leith, <u>Roll call 3 YES</u></p>
<p>2. Representative to RPC for 2021 – Robert Slater III nominated by Trustee Leith</p>	<p>Motion by Trustee Leith for RPC representative for 2021, second by Trustee Horn <u>Roll call: 3 YES</u></p>
<p>3. Block Grant Board/CDBG – Trustee Horn was nominated to represent the township for Block Grant Board/CDBG</p>	<p>Motion by Trustee Leith, second by Trustee Chairman Yates, <u>Roll call: 3 YES</u></p>
<p>4. Representative for FEMA program – Trustee Yates nominated to represented the Township for FEMA</p>	<p>Motion by Trustee Leith to nominate Trustee Chairman Yates, second by Trustee Horn, <u>Roll call: 3 YES</u></p>

<p>5. Representative for issue II Funding – Trustee Horn was nominated to represent the Township for Issue II Funding</p> <p>6. If the township needs to hire any additional road workers in an emergency, they will hire them at \$13.00 per hour and any additional office help at \$13.00 per hour.</p> <p>7. Trustee Horn moved to pass Resolution 01-21 to set meeting dates for Walnut Township Trustees for 2021 as the 1st Tuesday of the month at 7:00 p.m. at the township office.</p> <p>8. Trustee Horn moved that the township meetings will be advertised in the The Lancaster Eagle Gazette.</p> <p>9. Trustee Horn moved to pass Resolution 02-21 - Emergency meeting Procedure - If an emergency arises; the Trustees can call an emergency meeting with 24 – hour notice and will post it on the front sign, the bulletin board, the doors of the township office and garage, all standing e-mail addresses on hand. If time permits, The Lancaster Eagle Gazette.</p> <p>10. Trustee Horn moved to pass 03-21 – Procedure for calling in employees for overtime will be: the current procedure for the Sheriff's Office call order is: Morris, King, Yates, Leith and Horn. Tim Morris has the authorization to call in Mike King for emergencies such as high water, down trees and snow and ice removal. The procedure for calling employees for overtime is any one of the Trustees can call an employee in for overtime.</p> <p>11. All employees' time cards require at least one (1) Trustee signature. If overtime is involved, it requires two (2) Trustee's signatures.</p> <p>12. Trustee Yates moved that the Records Commission will consist of the Fairfield County Auditor, Jane Baker Fiscal Officer and Trustee Leith and shall adapt records retention schedule (RC-2) and ORC 121.22.</p> <p>13. Trustee Horn moved to allow the IRS rate of \$.56 per mile for any travel expenses outside of the township, and pay for all State and National conferences, parking, taxi expense and any other planned and approved expense for training school held for trustees and the fiscal officer.</p>	<p>Motion by Trustee Yates to nominate Trustee Horn, second by Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Horn, second by Trustee Leith. <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Horn, second by Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Horn, second by Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Horn, second by Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Horn, second by Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Yates, second by Trustee Horn, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Horn, second by Trustee Leith, <u>Roll call: 3 YES</u></p>
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<p>14. Trustee Horn moved that no records will be destroyed from 2020 without the approval of the Records Commission.</p> <p>15. Trustee Yates moved to nominate Trustee Leith as the Walnut Township Representative for the County Health Board for 2021.</p> <p>16. Trustee Horn moved to reimburse Zoning Commission and BZA members at a rate of \$40.00 per meeting.</p> <p>17. Trustee Yates moved to nominate Trustee Horn to be the Website Administrator for Walnut Township.</p> <p>18. Trustee Horn moved to hire Innovative Technologies for a year as needed/if needed as the Website Consultant at a rate of \$ 13.46 per hour.</p> <p>19. Trustee Horn moved to nominate Trustee Yates as the EMS Billing Authorized Official and Primary Contact for Change Healthcare.</p> <p>20. Trustee Leith moved to nominate Trustee Horn as overseeing information systems.</p> <p>21. Trustee Leith moved to re-appoint Mike Berry as Walnut Township Zoning Inspector, second by Trustee Leith.</p> <p>22. Trustee Leith moved to re-appoint Patty McLoughlin to the position of Zoning/BZA Board and Township Secretary at a rate of \$14.00 per hour for 2021.</p> <p>23. Any new Re-Organization business:none</p> <p>24. At 7:29 p.m. on January 4, 2020, Trustee Leith moved to close the Re-Organization Meeting.</p>	<p>Motion by Trustee Horn, second by Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Yates, second by Trustee Horn, <u>Roll call : 3 YES</u></p> <p>Motion by Trustee Horn, second by Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Yates, second by Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Horn, second by Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Horn, second Trustee Leith, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Leith, second by Trustee Horn, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Leith, second by Trustee Horn, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Leith, second by Trustee Horn, <u>Roll call: 3 YES</u></p> <p>Motion by Trustee Leith, second by Trustee Horn, <u>Roll call: 3 YES</u></p>
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Trustee Chairman

Trustee

Trustee

Fiscal Officer Jane Baker