

RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: June 17, 2019

The Trustees convened in regular session on Monday, June 17, 2019 from 7:00 p.m. to 9:18 p.m. in the second floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Chair Gary Dever called the meeting to order with the following members present:

Ms. Pamela Sayre	Present	Mr. Joseph Martin	Present
Mr. Gary Dever	Present	Mr. Gregory Ruwe	Present

Also in attendance:

Ms. Elizabeth Clark (Executive Asst. to the Trustees) and Ms. Barbara Hoover (Clerical Asst. to the Trustees.)

Approval of Minutes

Trustee Sayre made a motion to approve the Minutes of the May 20, 2019 Regular Session meeting. Trustee Martin seconded the motion. Voting results: Sayre: aye, Martin: Aye, Dever: aye. Motion approved.

Fiscal Actions

Bills were presented for payment. Trustee Martin made a motion to approve the payment of bills. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: Aye, Dever: aye. Motion approved.

The Trustees previously reviewed the June 2019 payroll report. Trustee Sayre made a motion to approve the payroll report. Trustee Martin seconded the motion. Voting results: Sayre: aye, Martin: Aye, Dever: aye. Motion approved.

The Trustees previously reviewed the bank reconciliation and the supporting financial reports for the month of May 2019. Trustee Martin made a motion to approve the bank reconciliation. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: Aye, Dever: aye. Motion approved.

Franklin County Sheriff Report

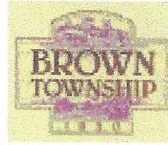
Deputy Cindy Forsythe was in attendance and reported on Brown Township report activity to the FCSO in the prior two-week period. She said the Sheriff's office received a total of 61 calls regarding Brown Township. Forty-six calls were traffic related and two were requesting a medic. There were 19 calls related to possible criminal reports which required runs. No criminal reports were actually filed for the period.

Norwich Fire Department Report

Assistant Fire Chief Greg Young was in attendance and presented the Total Incidents by Jurisdiction Report and the "Brown Township Trending" graphic reports. During May 2019, there were (9) EMS runs and (2) Fire runs in the unincorporated areas of Brown Township. There were also (2) EMS runs and (4) Fire runs in the incorporated area of the Township. Chief Young also distributed the NTFD year over year Runs Trending Report for Brown Township

Chief Young then addressed the bunk room renovation project. The NTFD will vacate the area to be renovated on Monday, June 24 and Tuesday, June 25. Demolition work by Roth Construction can then begin on June 26th. The firemen now plan to keep their bunks in other areas of the first floor and may or may not use the second floor meeting room during the construction project.

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The remaining item to be approved is the HVAC upgrade proposed by Air Force One. Trustee Sayre made a motion to approve the Air Force One proposal to provide air device upgrades in the amount of \$2,903. Trustee Martin seconded the motion. Voting results: Sayre: aye, Martin: Aye, Dever: aye. Motion approved.

Beth Clark's Report (Submitted)

FRAUD REPORTING POLICY

As a result of the recent audit, Fiscal Officer Ruwe has requested preparation of a township policy on fraud reporting by public officials.

FIREHOUSE CELEBRATION EVENT

Plans are coming together for participation in the August 11 event to celebrate the 20th anniversary of the construction of the Firehouse. We have commitments from Norwich Township Fire Department, Franklin County Public Health, Franklin Soil and Water Conservation District, and Brown Township Block Watch as well as a tentative commitment from the Franklin County Sheriff's Office. We have received no response from the Solid Waste Authority of Central Ohio.

NEWSLETTER

Summer newsletter content is complete, except for whatever may have been submitted to Trustee Martin by Block Watch. It includes articles on:

- the Public Safety summary
- announcement of a Fire House anniversary event
- Focus Hilliard with special emphasis on prevention of trips, slips, and falls
- radon
- maintenance of household sewage treatment systems
- recycling
- Connie Esler

Scheduled Agenda Item

Resolution 3-2019 – 2020 Tax Budget

The Trustees previously reviewed the draft 2020 Tax Budget. A public hearing was held at the regular session on May 20, 2019. After further discussion of the matter, Trustee Sayre made a motion to approve the Tax Budget as presented in the resolution and attachment. Trustee Martin seconded the motion. Voting results: Sayre: aye, Martin: Aye, Dever: aye. Resolution 3-2019 approved.

2020 US Census Presentation

Partnership Specialist Mark Boyd of the United States Census Bureau was in attendance and made a detailed presentation of the upcoming 2020 census process. The presentation was well received. Mr. Boyd suggested that the Township consider facilitating and perhaps participating in a Complete Count Committee. He said that he would be in contact with Hilliard and Norwich Township to gauge interest in a combined committee.

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Audience Participation:

A resident of Walker Rd. was in attendance to inquire about a structure being built in her area. A review of information provided by Franklin County Rural Zoning revealed that the structure is listed as a detached garage. A family from the Roberts Rd. area attended to inquire about development plans near Alton Darby Rd. They were informed that the development is known as Alton Place. A brief description of the project was provided.

A second resident from Walker Rd. attended and informed the Board of a second Hindu temple project being initiated next to his property. Approximately 24 acres was recently purchased by the temple group. A discussion was held regarding the issues needed to be evaluated and reviewed before construction of a temple could begin.

Old Business

Emmelhainz Property Update

The Township continues to pursue obtaining a title commitment and title insurance for the property. Recently, the donors have questioned whether the family wishes to continue with the proposed gift.

Firehouse 20 Year Anniversary Celebration

Work continues of lining up entities to attend and participate in the 20-year anniversary celebration to be held on August 11, 2019 from 2:00 to 5:00 p.m. at the Firehouse. Trustee Dever is still attempting to line up a provider of ice cream for the celebration.

Block Watch Update

A detailed update of the reformulated block watch is written and will appear in the next Township newsletter.

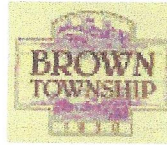
Parking Lot Maintenance Proposal

Trustee Martin presented a revised proposal from Chemcote to make repairs to the Township parking lots. The proposal is broken down into three separate areas due to differing levels of repair. The total of the three repair areas comes to \$51,997. If all three repairs are accepted so that the work can be performed at one time, an \$8,000 discount would apply. A consideration to resurface the most troublesome area (the curve leading to the back Firehouse bays) was discussed. It was decided that the area in question should be repaired with asphalt at this time. Concrete replacement should take place in a number of years when the area again requires repair. Trustee Sayre made a motion to approve the three repair area proposals for the discounted price of \$43,997. Trustee Martin seconded the motion. Voting results: Sayre: aye, Martin: Aye, Dever: aye. The proposal from Chemcote is approved.

Rain Garden

Fiscal Officer Ruwe relayed the cost estimate received verbally from Earthcraft Landscaping for installing a rain garden on the southeast corner of the Firehouse as detailed on the plan provided by Franklin Soil & Water. The total of the estimate is \$5,200. After discussing the pros and cons, Trustee Sayre made a motion to approve the installation of the rain garden. Trustee Martin seconded the motion. Voting results: Sayre: aye, Martin: nay, Dever: nay. The rain garden proposal failed.

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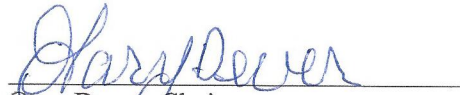
New Business:

2017-2018 Audit Result Draft

On 06/12/2019, the Township received the draft report of the full audit for 2017 and 2018 from BHM CPA Group, Inc. There were no specific findings listed in the draft report. Therefore, the Township decided to waive the post audit conference.

Adjournment

With no further business, Chair Dever asked for a motion to adjourn. Trustee Sayre made a motion to adjourn the meeting. Trustee Martin seconded the motion. Voting results: Sayre: aye, Martin: aye, Dever: aye. The meeting was adjourned at 9:18 p.m.


Gary Dever, Chair


Gregory Ruwe, Fiscal Officer

All formal actions of the Trustees/ Fiscal Officer of Brown Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.