

RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: July 15, 2019

The Trustees convened in regular session on Monday, July 15, 2019 from 7:00 p.m. to 8:42 p.m. in the Township Hall at 2495 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 June 17, 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 July 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 June 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 since 06/02/2019. She said the Sheriff's office received a total of 139 calls regarding Brown Township during that period. (92) calls were traffic related and (4) were requesting an assist for the Fire Department. Of the remaining (43) calls, only three reports were issued. The three reports were of a civil nature.

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 June 2019, there were (13) EMS runs and (3) Fire runs in the unincorporated areas of Brown Township. There were also (3) EMS runs and (0) Fire runs in the incorporated area of the Township.

Chief Young reported that the bunk room renovation project is proceeding right on schedule. At this time, there is no reason to think that the August 09, 2019 completion deadline will not be achieved. Chief Young said that the NTFD will have a large presence at the Brown Township August 11th Anniversary event. He volunteered to be the contact person for the delivery of the ice cream freezer.

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Beth Clark's Report (Submitted)

3855 ALTON DARBY CREEK ROAD

The Big Darby Accord Advisory Panel recommended approval of a preliminary plan for 25.2 acres of property at 3855 Alton Darby Creek Road (east side of Alton Darby Creek Road, just south of Davis Road) to be developed under the existing Rural residential district with six residential lots and one reserve. Among the conditions recommended by staff and endorsed by the Panel is a requirement that the development participate in the Big Darby Accord Revenue Program. Staff has indicated the intent to impose a \$2500 per unit developer fee at the time of building permit. The revenue program specifies that in unincorporated areas, 25% of the developer fee goes to the relevant township for use at its discretion, in consultation with the developer. In this case, the maximum amount Brown Township would receive is \$3,750. Consideration by the Franklin County Planning Commission is the next step.

FIREHOUSE ANNIVERSARY EVENT

We have confirmed participation from Norwich Township Fire Department, Franklin County Public Health, Franklin Soil and Water Conservation District, Franklin County Board of Elections, Solid Waste Authority of Central Ohio, and Brown Township Block Watch.

FRAUD REPORTING POLICY

A fraud reporting policy is on tonight's agenda. The purpose is to make sure all Township employees are aware of the Ohio fraud-reporting system and the means of reporting as well as to provide employees with information on protections available to them if they use the system.

NEWSLETTER

Summer newsletter should be in residents' mailboxes soon.

Fall newsletter content so far is:

- the Public Safety summary
- report on and photos of Firehouse anniversary event
- maintenance of household sewage treatment systems (holdover from Summer newsletter)

Scheduled Agenda Item

None Scheduled

Audience Participation:

Steve Weber, a Township farmer was in attendance to help describe a drain tile problem along Morris Rd. A section of (12) inch tile along the easement of Morris Rd. is crushed and blow holes in the tile are blocking drainage in the area. After discussion, Trustee Martin made a motion to have Earthcraft Landscaping install a new (12) inch perforated tile and the required gravel along the described section of the road easement. The work is only authorized in the Township's easement and will not extend onto private land. The cost of the project would be limited to \$7,000. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: Aye, Dever: aye. Motion approved.

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A second resident from Walker Rd. attended and informed the Board of new landowners causing potential traffic issues by parking numerous vehicles along Walker Rd. at the property's road frontage. The vehicles were parked in this location at the time of the meeting. The resident also described continuing standing water issues in his property's vicinity.

Old Business

Emmelhainz Property Update

As reported last month, Dick Emmelhainz has decided to rescind his offer to donate acreage contiguous to the Township's headquarters on Walker Rd. Fiscal Officer Ruwe will contact the Emmelhainz family to relay that the Township understands the present decision and to also relay that the Township remains unwaveringly interested in obtaining the parcel if circumstances change in the future.

Firehouse 20 Year Anniversary Celebration

Trustee Sayre will visit suppliers to identify needed accessory items (cups, spoons, gloves) for us at the August 11, 2019 anniversary event. Fiscal Officer Ruwe will arrange payment with Velvet Ice Cream for the freezer rental and ice cream purchase. Trustee Martin relayed that the cost to send out postcards as a reminder of the upcoming event at the appropriate time will cost around \$1,400 due to the use of first class postage.

Parking Lot Maintenance Proposal

The parking lot repair project has been approved with ChemCote and the work will be scheduled after August 11th and before the end of September. The exact dates have not been identified, but the work will be done in the Monday-Thursday time period. Barbara Hoover is to be notified as soon as the resurfacing dates have been identified so that she can handle any potential conflicts with rental/use dates of the Township Hall.

New Business:

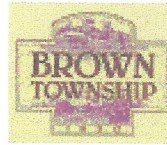
Langton Road Maintenance Issues

Fiscal Officer Ruwe will contact the Paul Peterson Company to have a replacement curve sign put up on the southbound lane of Langton Road. Central Ohio Tree Trimming Service will be contacted and requested to trim some low hanging tree limbs on several trees along Langton Road.

Granite Telecommunications Proposal

Fiscal Officer Ruwe has been conferring with Granite to improve customer service and obtain reduced pricing on the Township's (3) phone lines. Granite furnished a proposal that would reduce the current charges by 30 percent. FO Ruwe researched the company and recommends converting from dealing with ATT directly, to obtaining our phone service from ATT through Granite. Trustee Sayre made a motion to approve conversion of phone service to Granite Telecommunications. Trustee Martin seconded the motion. Voting results: Sayre: aye, Martin: Aye, Dever: aye. Motion approved.

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Fraud Reporting Policy Addition to Policy Manual

The Township received a suggestion from the auditors conducting the 2017-2018 bi-annual audit that a policy describing fraud referral procedures be developed and given to future hires. Since the Township has very limited hiring, it was decided that the policy should be given to all present and future employees. Executive Assistant Clark drafted a proposed Fraud Reporting Policy. Trustee Martin made a motion to adopt the Fraud Reporting Policy. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: Aye, Dever: aye. Motion approved.

Golfview Woods Drainage Issue

Trustee Dever reported that a resident of Golfview Woods contacted him regarding an ongoing drainage issue on an adjoining lot that is not in the road easement. Trustee Dever will counsel the resident that he needs to arrange a meeting with a representative of the Franklin County Drainage Engineer's Office to assess the situation.

Private Lane Concerns

Trustee Sayre reported that a resident of Abbey Chase made a request that the Township consider adopting Abbey Chase Road as a township road. Adams Lane and Scenic Darby View are also private lanes. Adams Lane has expressed interest in the past to be adopted as a township road. The topic was tabled pending more detailed information.

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 8:42 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.