

# RECORD OF PROCEEDINGS



## BROWN TOWNSHIP REGULAR SESSION

Held: September 16, 2019

The Trustees convened in regular session on Monday, September 16, 2019 from 7:00 p.m. to 8:17 p.m. in the second floor meeting room at 2491 Walker Road, 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), Ms. Barbara Hoover (Clerical Asst. to the Trustees) and Ms. Becky Kent (Asst. to the Trustees).

### Approval of Minutes

Trustee Sayre made a motion to approve the Minutes of the August 19, 2019 Regular Session Meeting, and a Special Meeting held on September 4, 2019. 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 September 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 August 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 for the past 30 days. She said the Sheriff's office received a total of 197 calls for service in the Township during that period. (94) calls were traffic related. (84) calls are classified as criminal and (5) reports were taken in response. Deputy Forsythe said that many of the calls were duplicative of the same incidents. Deputy Forsythe has been monitoring speeding in the school zone area of Walker Rd. She reached out to the school administrators to make them aware of the issue. She checked the school zone blinking traffic lights and found them all to be functioning properly. Deputy Forsythe announced that she was recently selected for a new position in environmental enforcement. She will continue her liaison duties with Brown Township until her replacement is appointed.

### Norwich Fire Department Report

Lieutenant George Sorge attended the meeting representing Chief Warren. He presented the Total Incidents by Jurisdiction Report and the "Brown Township Trending" graphic reports. During August 2019, there were (19) EMS runs and (7) Fire runs in the unincorporated areas of Brown Township. There were also (1) EMS run and (2) Fire runs in the incorporated area of the Township. Lieutenant Sorge reported that the bunkroom project has been completed and no issues are outstanding except a minor issue with one speaker in the room.

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Lieutenant Sorge then introduced Jay Somerville, Director of the Northwest Regional Emergency Communications Center in Dublin, Ohio. Mr. Somerville appeared at the Township's August 2018 Regular Session meeting to make a presentation regarding the Smart911 project (smart911.com). This program allows residents in areas covered by the Smart911 program to go online and enter pertinent information that would be useful for first responders to know when making a run involving the resident(s). Mr. Somerville announced that the Smart911 system will be released for the area served by the Dublin dispatching area on Thursday, 09/19/2019 and will be available to residents of Brown Township. Interested residents should visit smart911.com for details.

### Beth Clark's Report

#### 3855 ALTON DARBY CREEK ROAD (HERITAGE ESTATES SUBDIVISION)

The Franklin County Planning Commission gave conditional approval to 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. Conditions involved right-of-way, drainage, and tree planting requirements as well a prohibition on the use of leach beds.

### NPDES

Kate Radtke of the Franklin County Engineer's Office has indicated that Ohio EPA has questions about the township's compliance with the NPDES permit, involving the storage building and training for employees. I have invited her to attend a Board meeting to discuss these questions, but nothing has been scheduled.

### NEWSLETTER

Fall newsletter content will include:

- the Public Safety summary
- report on and photos of Firehouse anniversary event
- maintenance of household sewage treatment systems (holdover from Summer newsletter)
- outdoor burning
- rules for shooting in the township

A draft should be ready for your review by September 20.

### Scheduled Agenda Item

#### Resolution 4-2019 (09-16), Accepting Amounts and Rates

The Trustees previously reviewed the draft of this resolution which consists of information provided by the Franklin County Budget Commission. The Commission provides rates of Brown Township's tax levies as approved by the voters and projects the revenue amounts to be received during 2020 based upon those tax levies. The rates have remained the same during the past years and the revenue increases result from growth, development and valuations. Trustee Sayre made a motion to approve the Resolution and the amounts and rates provided by the Budget Commission. Trustee Martin seconded the motion. Voting results: Sayre: aye, Martin: aye, Dever: aye. Resolution 4-2019 (09-16) approved.

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### Audience Participation:

Paul Lambert appeared at the meeting as a representative of the Hilliard City School Board. He provided the number of current students in the system and projected growth figures. Mr. Lambert stated that he is a member of the HCSB Facilities Task Force. He noted that a new school(s) will be needed in the not too distant future.

Three individuals presently running for Hilliard City Council were also in attendance. Two of the individuals, Pete Marsh and Omar Tarazi, are currently serving on the council after being appointed. The other individual, Bobby Stepp is running for the first time. The candidates expressed their desire to take a more collaborative attitude in working with Brown Township and other entities if elected. They also expressed an interest in establishing a better working relationship in regards to the Big Darby Accord. Mr. Stepp said that he is focused on trying to bring more commercial development to Hilliard.

A resident of Davis Rd. attended to discuss the cricket field now in use on Davis Rd. near the roundabout. This issue is discussed below.

### Old Business

#### Parking Lot Maintenance Update

Trustee Martin reported that ChemCote performed the resurfacing and sealing of the parking lot and drives this month. However, one section of drive near the back fire bays was inadvertently skipped. ChemCote made the offer to reduce our current bill, or accept full payment with the promise to place our project at the top of the list for next spring. After discussion, it was agreed to accept the full payment option as there will likely be additional resurfacing work needed next spring on the parking lot that was merely sealed. This option will likely reduce the overall cost of the 2020 resurfacing work.

#### Cricket Update

The cricket field near the roundabout on Davis Rd. is presently being used almost daily with high attendance according to reports from neighbors. Trash bags and folding chairs have been left scattered around the property and a portable john was placed right next to the western neighbor's house. Franklin County Public Health made an inspection earlier in the month and issued a notice requiring the property to be brought into compliance by 09/30/2019. There are also zoning issues that are being looked into and questions about whether the property is being rented to the cricket organization. The Board will continue to monitor the situation.

#### Hiring of New Employee

On September 4, 2019, the Board called a Special Meeting for the purpose of hiring Becky Kent as a new Township employee. Ms. Kent was hired as an Assistant to the Trustees. She is tasked with learning the duties of Ms. Hoover and eventually, the duties of the Fiscal Officer. Ms. Kent is the only candidate certified for the November election for Brown Township Fiscal Officer position.

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### New Business:

#### Entry Lock for Township Hall

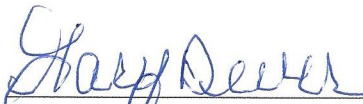
Fiscal Officer Ruwe reported that the numbers on the Township Hall outside entry lock keypad have again worn off. He suggested purchasing a similar, but digital Yale lock to remedy the problem. A bid has been obtained from Carl Zipf Lock Shop for a total of \$723, including installation. Trustee Sayre made a motion to accept the Carl Zipf proposal. Trustee Martin seconded the motion. Voting results: Sayre: aye, Martin: aye, Dever: aye. Motion approved.

#### Special Meeting Minutes

Executive Assistant Clark has noted that our Special Meeting Minutes are not posted on the Township website and suggested doing so. After discussion, it was agreed that the project would proceed as follows: a standardized header template will be developed; a starting point will be determined, the digital copies of the special meeting minutes during that time frame will be converted to ".pdf" files and then posted to our website. Becky Kent will begin work on the project. Trustee Martin suggested that he could instruct Ms. Kent on how to upload the files to the website directly.

### 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 8:17 p.m.

  
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Gary Dever, Chair

  
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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.