

RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: June 15, 2026

The Brown Township Board of Trustees convened in regular session on Monday, June 15, 2026 from 7:00 p.m. to 8:39 p.m. in the second-floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Trustee Chair Sayre called the meeting to order with the following members present:

Pam Sayre, Present
Pete Marsh, Present
Joe Martin, Present
Becky Kent, Present

Approval of Minutes

Trustee Martin made a motion to approve the minutes of the May 18, 2026 Regular Session and May 19, 2026 Special Meeting. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Fiscal Actions

Bills were presented for payment. Trustee Marsh made a motion to approve the payment of bills. Trustee Martin seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

The Trustees previously reviewed the June 2026 payroll report. Trustee Martin made a motion to approve the payroll report. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

The Trustees previously reviewed the bank reconciliation and the supporting financial reports for the month of May 2026. Trustee Marsh made a motion to approve the bank reconciliation. Trustee Martin seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Sheriff's Report

Brown Township's Community Liaison, Deputy Haren, was present for the meeting. For 5/18/2026-6/15/2026, there were 52 calls for service, 10 reports taken, and 5 arrests/citations in Brown Township.

The Board was also advised of the upcoming temple parade scheduled for July 18, pending final permit approval through the engineer's office. Walker Road is expected to have intermittent closures, generally between 2:00 p.m. and 5:00 p.m., with sheriff's deputies stationed at intersections and along the route. Residents will be notified through message boards and community communication channels.

Additional discussion included recent crashes, including several on I-70.

Norwich Fire Department Report

Norwich Fire Chief Baird was present for the meeting. During May 2026, Norwich Township answered 649 calls for service with 155 Fire runs and 494 EMS runs.

Of those 649 calls, there were (23) EMS runs and (1) Fire run in the unincorporated areas of Brown Township. There were also (4) EMS runs and (4) Fire runs in the incorporated area of the Township.

Fire Chief Baird reported:

- The I-70 westbound access ramp has reopened, improving access for the township.
- There were 54 mutual aid calls into Columbus and 2 mutual aid responses back into the township.
- Safety Town was completed successfully, with 328 children graduating.

- A new 22-foot decontamination trailer for the hazardous materials response team has been received and is expected to be placed into service immediately.
- An active violence drill for the school district is planned for the day before school resumes in August, and trustees were invited to observe.
- The township's Focus Hilliard representative is leaving; interviews are underway for a replacement.
- The township is exploring the possibility of contracting or employing a part-time social worker directly.

Chief Baird presented a quote from All Secured in the amount of \$3,950 to replace an obsolete camera server that controls the building security camera system. Trustee Martin made a motion to accept the quote. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

The Chief raised the need to revisit discussion regarding expansion of the building in light of growth, annexation, and rising construction costs. Trustees discussed meeting jointly with Norwich Township representatives and the Chief to begin reviewing prior plans and determining next steps.

Audience Participation

A resident asked about damage to a ditch/concrete area in front of her home caused by a crash and how repairs should be handled. She was advised to contact the Franklin County Engineer's Office, which could inspect the damage and potentially pursue restitution through the responsible party's insurance or through the courts if necessary.

She also asked questions regarding the township zoning process and the upcoming zoning-related meeting. Trustees explained that:

- The Planning and Zoning Commission is expected to vote on referring the draft zoning resolution to the trustees.
- Following that referral, trustees may vote to place the matter on the November ballot.
- Only voters in the unincorporated area of Brown Township would vote on the zoning issue.

She further raised concerns about a proposed sports complex/rezoning request near her property. Trustees explained that if Franklin County acts on the application before township zoning is adopted, the county's decision would control that matter.

Additional residents, including neighboring property owners, raised concerns regarding the proposed sports complex, including:

- Drainage and stormwater impacts
- Parking lot placement
- Lighting and nighttime visibility
- Traffic increases
- Loss of rural character
- Privacy and safety concerns for adjacent homes and children

Trustees discussed the current status of the proposal and noted that the application is proceeding through Franklin County. Discussion included the difference between permitted religious use and an exceptional use rezoning request, as well as the possibility of arranging a meeting among affected property owners, the applicant's representative, and planning staff.

Zoning Commission Update

Trustees reported that the inaugural Planning and Zoning Commission meeting is scheduled for June 24. A status review of the zoning draft is underway.

Discussion included potential additions or revisions to the draft before trustee action, including:

- Driveway policy
- Nuisance grass/property maintenance language
- Recreational or exceptional use considerations

Trustees noted the need to ensure final action occurs in time to meet the Board of Elections deadline for the November ballot.

Trustee Martin offered to have yard signs made with VistaPrint to announce the inaugural Zoning Commission meeting and place them around the township when they arrive. Trustee Marsh made a motion to authorize up to \$500 for signage with VistaPrint. Trustee Martin seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Developments

Hilliard Planning and Zoning approved the Barrington School daycare in Alton Place.

Old Business

Update on Township Website Evaluation

A draft version of the redesigned township website was presented for review. Trustees were asked to provide comments.

Additional updates included:

- ADA compliance concerns with scanned meeting minutes
- Recommendation to use machine-readable PDF versions of minutes, with signatures noted as “on file”
- Newsletter archives and meeting pages still being populated
- A new email system is being implemented
- Public calendar and Dever Building reservation features are being added

Columbus Micro Systems Electronic Recycle

The Board discussed signage and notice for temporarily clearing the rear parking area for the upcoming electronics recycling event on July 18, 10am-12pm. Staff will coordinate signage and parking instructions.

Nature Preserve / Invasive Species Waiver

Trustees reviewed a waiver and release form for volunteers participating in invasive species removal at the Nature Preserve. Trustee Martin made a motion to approve the Brown Township Waiver, Release, and Assumption of Risk Agreement for invasive species removal volunteers. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Mando Ditch Petition

The Board considered Resolution 4-2026 specifying that if the Franklin County Commissioners approve the Mando Ditch project, the township would use a direct assessment method and contribute \$967,476 to offset costs to affected landowners. Trustee Martin made a motion to adopt Resolution 4-2026. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

The Board considered Resolution 5-2026 formally opposing the Mando Ditch Petition project based on strong landowner opposition, dissatisfaction with cost relative to benefit, and insufficient value to township right-of-way. Trustee Marsh made a motion to adopt Resolution 5-2026. Trustee Martin seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Trustees also discussed the possibility of pursuing a more limited or phased drainage solution in the future, potentially using the county engineer’s design work as a starting point if the current petition is denied.

New Business

Nuisance Properties / Noxious Weeds

The Board discussed township authority and procedures regarding nuisance grass, property maintenance, and noxious weeds. Trustees noted the need to distinguish between property maintenance code issues and statutory noxious weed procedures and discussed preparation of notice language and enforcement process.

2027 Tax Budget

The Board held its tax budget discussion and reviewed the proposed 2027 tax budget, which was described as generally consistent with the current year. If the Zoning Commission is approved in the November election, additional appropriations will be added to the General Fund for a part-time zoning enforcement officer and stipends for Zoning Commission members.

Trustee Martin made a motion to adopt Resolution 6-2026 and the proposed 2027 Tax Budget. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Cybersecurity Policy

The Board reviewed a recommended township cybersecurity policy. Trustee Marsh made a motion to approve Resolution 7-2026, adopting the township cybersecurity policy. Trustee Martin seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Franklin County Urban County Qualification Notice

Trustees discussed opting out of the Franklin County Urban County qualification/entitlement program for the upcoming cycle. Trustee Martin made a motion to opt out of the program. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Adjournment

With no further business to discuss, Trustee Sayre asked for a motion to adjourn. Trustee Marsh made a motion to adjourn the meeting. Trustee Martin seconded the motion. Motion passed three AYES, no NAYS. Motion carried. Meeting adjourned at 8:39 p.m.

Signature on File

Pam Sayre, Chair

Signature on File

Becky Kent, 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.