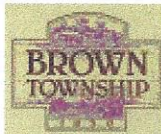


RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: March 15, 2021

The Trustees convened in regular session on Monday, March 15, 2021 from 7:00 p.m. to 7:28 p.m. via a Zoom conference call. Trustee Pamela Sayre called the meeting to order with the following members present:

Ms. Pamela Sayre	Present	Mr. Joseph Martin	Present
Mr. Gary Dever	Absent	Ms. Becky Kent	Present

Also in attendance:

Ms. Elizabeth Clark (Executive Asst. to the Trustees).

Approval of Minutes

Trustee Martin made a motion to approve the Minutes of the February 15, 2021 Regular Session. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: 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. Motion approved.

The Trustees previously reviewed the March 2021 payroll report. Trustee Martin made a motion to approve the payroll report. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: aye. Motion approved.

The Trustees previously reviewed the bank reconciliation and the supporting financial reports for the month of February 2021. Trustee Martin made a motion to approve the bank reconciliation. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: aye. Motion approved.

Norwich Fire Department Report

Fire Chief Baird was present for the meeting. He reported that during the previous month there was a fire at a residence on Hardwood Drive that was confined to the garage. He also informed the Trustees that there will be a bill soon from Koorsen for a battery replacement at Station 82.

Fire Chief Baird requested the Trustee's approval for the purchase of 2 LifePak 15's for \$38,110 using CARES Act funds. Trustee Martin made a motion to approve the purchase, Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: aye. Motion approved.

Beth Clark's Report (Submitted)

TIF DISTRICT

We have been contacted by an attorney representing property owners in the western part of the township who are interested in developing the property and are proposing creation of a Tax Increment Financing

RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: March 15, 2021

District to pay for infrastructure improvements. The attorney has requested an opportunity to discuss the proposal with the Board.

PETITION DITCH PROJECTS

The Franklin County Drainage Engineer has informed the Board of several petition ditch projects underway in the township with a public meeting scheduled on April 7 to discuss one of them.

NEWSLETTER

Spring newsletter content is:

- Public Safety summary
- New recycling items article
- Streamside buffers article
- Darby Creek Association article
- Annexation article
- New Panel member article and photo

Draft content will be sent to Trustees in the next few days for review.

Resolution 1-2021: Permanent Appropriations for 2021

Fiscal Officer Kent previously sent Resolution 1-2021 to the Trustees for review to set the permanent appropriations for 2021. Trustee Martin made a motion to approve Resolution 1-2021. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: aye. Motion approved.

Old Business

Policy Manual

Two updates were made to the Brown Township policy manual:

1. Debit and Credit Card Purchasing Policy: ATM transactions are now prohibited
2. Public Records Policy: Update example of a communications device to cell phone from Blackberry

Trustee Martin made a motion to approve the updated Policy Manual. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: aye. Motion approved.

Fiscal Officer Kent will send a copy of the updated policy manual to all employees and ask that they sign a form stating they have received the update.

Township Hall

Tom Ferguson asked the Trustees if Abundant Life can start meeting again in the Township Hall. The Trustees discussed with Fire Chief Baird and decided to continue to leave the Township Hall closed until further notice.

RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: March 15, 2021

New Business

UAN computer

The UAN computer was scheduled to be replaced this year and has been replaced with a laptop. Fiscal Officer Kent would like to find something to do with the old computer. Fire Chief Baird will check to see if they would have any use for it.

Adjournment

With no further business, Trustee Sayre asked for a motion to adjourn. Trustee Martin made a motion to adjourn the meeting. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Martin: aye. The meeting was adjourned at 7:28 p.m.



Pamela Sayre, Chair



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.