

# RECORD OF PROCEEDINGS



## BROWN TOWNSHIP REGULAR SESSION

Held: January 15, 2024

The Brown Township Board of Trustees convened in regular session on Monday, January 15, 2024 from 7:00 p.m. to 8:51 p.m. in the second-floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Fiscal Officer Kent called the meeting to order with the following members present:

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

Also in attendance:

Ms. Barbara Hoover (Clerical Asst. to the Trustees.)

### Nominations for 2024 Trustee Chairs

Fiscal Officer Becky Kent asked for nominations for the 2024 Chair of the Brown Township Board of Trustees position. Trustee Dever nominated Trustee Pam Sayre for the Chair position and made a motion for her appointment. Trustee Sayre seconded the motion. Motion passed two AYES, no NAYS. Motion carried.

The meeting was then turned over to Chair Sayre who asked for a nomination for the position of Vice-Chair. Trustee Sayre nominated Trustee Gary Dever for the Vice-Chair position and made a motion for his appointment. Trustee Dever seconded the motion. Motion passed two AYES, no NAYS. Motion carried.

### Approval of Minutes

Trustee Dever made a motion to approve the minutes of the December 18, 2023 Regular Session. Trustee Sayre seconded the motion. Motion passed two AYES, no NAYS. Motion carried.

### Fiscal Actions

Bills were presented for payment. Trustee Dever made a motion to approve the payment of bills. Trustee Sayre seconded the motion. Motion passed two AYES, no NAYS. Motion carried.

The Trustees previously reviewed the January 2024 payroll report. Trustee Dever made a motion to approve the payroll report. Trustee Sayre seconded the motion. Motion passed two AYES, no NAYS. Motion carried.

The Trustees previously reviewed the bank reconciliation and the supporting financial reports for the month of December 2023. Trustee Dever made a motion to approve the bank reconciliation. Trustee Sayre seconded the motion. Motion passed two AYES, no NAYS. Motion carried.

### Sheriff's Report

Brown Township's Community Liaison, Deputy Haren, was not present for the meeting but sent in a report. He provided a summary of Brown Township calls for 12/18/2023 – 1/15/2024. Total calls for service during the period were 56. There were 6 reports taken and 4 citation issued.

### **Norwich Fire Department Report**

Norwich Fire Lieutenant Casey Pope was present for the meeting. During December 2023, Norwich Township answered 626 calls for service with 146 Fire runs and 480 EMS runs.

Of those 626 calls, there were (18) EMS runs and (4) Fire runs in the unincorporated areas of Brown Township. There were also (5) EMS runs and (1) Fire run in the incorporated area of the Township.

### **Tracy Hatmaker's Report**

Tracy Hatmaker and Trustee Sayre recently met with MORPC to discuss an RFP for a private planner to work with Brown Township on updating the Township Comprehensive Plan. A discussion about the budget was tabled until the February meeting.

### **2024 Salary & Wage Review**

The officer salaries were reviewed. Trustee Dever made a motion to keep the other Township employee salaries the same for 2024. Trustee Sayre seconded the motion. Motion passed two AYES, no NAYS. Motion carried.

### **2024 Benefit Review**

The Board reviewed the current benefit policies for the Board members. These consist of the Health Insurance Premium Reimbursement Plan, Dental Insurance with Delta Dental, a Group Life Policy with Morgan White, and Vision Insurance with VSP.

Trustee Dever made a motion to increase the Health Insurance Premium Reimbursement Plan from \$500 per month to \$700 per month. Trustee Sayre seconded the motion. Motion passed two AYES, no NAYS. Motion carried.

Trustee Sayre and Trustee Dever asked about increasing their current life insurance benefit to match Trustee Martin and Fiscal Officer Kent. Fiscal Officer Kent will research.

Trustee Dever made a motion to change January and February Brown Township Board meetings to the third Tuesday of the month so they don't fall on holidays. Trustee Sayre seconded the motion. Motion passed two AYES, no NAYS. Motion carried.

### **Audience Participation**

Melissa Brinkerhoff, Brown Township's representative for the Big Darby Accord Advisory Panel, was present for the meeting. She gave a report on the Big Darby Accord Advisory Panel's review of a development on Davis Road. The panel was not able to vote because of too many unanswered questions.

Ernie Davis, a Brown Township resident, shared concerns about the possibility of a multi-use path running along Scioto Darby Road. He also shared concerns about high water near Langton Road and asked about high water signs being placed on the road.

### **Newsletter**

The article deadline for Brown Township's Spring 2024 newsletter is March 15 which will include an article about the Comprehensive Plan update.

### **Roads**

The annual mileage certification was signed by Trustees Sayre and Dever. Brown Township is responsible for maintaining 7.724 miles of public roads.

A loose monument cap on the east side of Morris Road damaged a wheel and tire of a Morris Road resident. Trustees Sayre and Dever agreed that the Township is responsible for the cost of repair.

**Old Business**

Fiscal Officer Kent presented an option for a table dolly from Amazon for \$265.00 to hold tables in the Township Hall. Trustee Dever made a motion to purchase two of the table dollies from Amazon. Trustee Sayre seconded the motion. Motion passed two AYES, no NAYS. Motion carried.

**New Business**

Trustee Dever made a motion to accept Resolution 1-2024 to adopt the Solid Waste Management Plan for the Solid Waste Authority of Central Ohio. Trustee Sayre seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Fiscal Officer Kent shared that Brown Township will have to manage the CDLs for the Township snowplow drivers in the future because J&W Chemlizer is dissolving at the end of January.

Fiscal Officer Kent told the Board that Air Force One had been called out to repair the furnace for the township hall garages.

**Adjournment**

With no further business, Trustee Sayre asked for a motion to adjourn. Trustee Dever made a motion to adjourn the meeting. Trustee Sayre seconded the motion. Motion passed two AYES, no NAYS. Motion carried. Meeting adjourned at 8:51 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.