

RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: December 15, 2014

The Trustees and the Fiscal Officer of Brown Township convened in regular session on Monday, December 15, 2014 from 7:00 P.M. to 9:09 P.M. in the second floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Trustee Joseph Martin called the meeting to order with the following members present:

Mr. Joseph Martin	Present	Ms. Pamela Sayre	Present
Mr. Gary Dever	Present	Mr. Gregory Ruwe	Present

Also in attendance:

Ms. Elizabeth Clark (Executive Assistant to the Trustees) and Ms. Barbara Hoover (Asst. to the Fiscal Officer).

Approval of Minutes

Trustee Dever made a motion to approve the Minutes of the November 17, 2014 Regular Session. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

Fiscal Actions

Bills were presented for payment. Trustee Sayre made a motion to approve the payment of bills. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

The Trustees previously reviewed the December 2014 payroll report. Trustee Sayre made a motion to approve the payroll report. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

The Trustees previously reviewed the bank reconciliation and the supporting reports for the month of November 2014. Trustee Sayre made a motion to approve the bank reconciliation. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

Norwich Fire Department Report

Fire Chief Jeffrey Warren was in attendance and presented the Total Incidents by Jurisdiction report as of December 14, 2014. The report indicates that year to date; there have been 162 EMS runs and 47 Fire runs in Brown Township. Chief Warren reported that the new water heater in Station 82 has been installed and is working properly. He also commented on a recent EMS run to a traffic accident on Amity Rd. which was quite severe.

Franklin County Sheriff Report

Deputy Alena Griffin was in attendance and made a presentation. Deputy Griffin reported that there were two Sheriff's reports filed for Brown Township since our last meeting. One was an information report and one was a menacing report. Deputy Griffin said that she does not have access to specific details regarding the reports at this time. She also mentioned that the FCSO will be adding additional staffing to the Community Relations squad for 2015.

Beth Clark's Report (Submitted)

Town Center Implementation

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Two documents prepared by the Town Center Implementation project consultants have been distributed to key stakeholders. The two documents are a preliminary engineering report on provision of drinking water and wastewater services and facilities to the proposed Town Center development and a discussion paper intended to serve as a briefing document on the work to date and what will be required to move the Town Center from studies to implementation of the first phase. Briefing meetings have begun and will continue into 2015.

The Board has received the documents. A decision will be needed on if or how you wish to be briefed further.

Policy Review

At the request of the Board, I am working on an update of the township's policies, including public records, records retention, credit purchase, township property, damage to mailboxes, etc. The update will be ready for the regular January meeting, at which time we propose that the Board adopt or re-adopt, as the case may be, all the policies in one action. As I understand it, the intent is to re-adopt the policy manual annually, at the first meeting of the year.

Open Space Advisory Council

The Open Space Advisory Council met on December 10 and discussed several items. Of particular interest was a report from an Ohio Environmental Protection Agency representative who reported on results of water quality sampling in the Darby watershed. Preliminary results are very promising. Most of the sites sampled showed improved results from the last sampling cycle. Final results will be published early next year.

Community Development Advisory Board

The Community Development Advisory Board met on December 12 and recommended approval of the 2015 Proposed Action Plan outlining how \$2.6 million in federal funds will be used. The Board of County Commissioners has final authority. Also presented at the meeting were the 2013 Annual Performance and Evaluation Report and the 2014 Accomplishments summary. I will leave the material on the work room table.

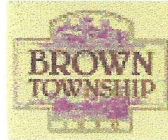
Winter Newsletter

The Winter Newsletter is scheduled for publication in January. Besides a story on the passage of the fire levy, the only other story idea I have received is one on backyard flooding. Please send me your suggestions for newsletter articles.

Ms. Clark also said that she has begun a Policy Review project with the assistance of Barbara Hoover. After discussion, it was decided that the Scheduled Agenda Item for the April 2015 meeting will be a formal review of the township's policies. Work on the draft policies will continue until then.

Ms. Clark mentioned that a short Town Center project presentation could be made at one of the monthly meetings at the Trustees request.

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Scheduled Agenda Item:

2015 Temporary Appropriations Resolution

Fiscal Officer Ruwe previously provided the Trustees with a draft copy of Resolution 9-2014, Annual Temporary Appropriation Resolution for 2015. Trustee Sayre made a motion to adopt the Resolution. Trustee Dever seconded the motion to adopt Resolution 9-2014. Voting results: Sayre: aye, Dever: aye, Martin: aye. Resolution 9-2014, 2015 Temporary Appropriations approved.

Audience Participation:

One resident was in attendance. The resident again reported that there is an issue with goats and other animals damaging plants on the resident's property. The animals are owned by the occupants of a neighboring property. That property is being acquired on land contract. The Trustees made some additional suggestions regarding measures that the resident can consider to possibly obtain relief from the problem. The Trustees stated that there is nothing additional that they can do other than what has already been suggested.

Old Business:

Letter to the Editor / Thank You Letters

A Letter to the Editor of the Northwest News will be submitted this week now that signatures of all officials have been obtained. Barbara Hoover will send thank you letters to all who contributed to the Safety First Committee.

Amity Road Property Trash Dumping

Franklin County Public Health and Franklin County Zoning have both been notified about construction trash being dumped at 1087 Amity Road. The owners said that they plan to bury the construction trash as "clean fill." Executive Assistant Clark will look into the matter and determine if the trash should be removed instead.

New Business:

2015 Wage Review

The wage rates of all Brown Township hourly workers were reviewed. Fiscal Officer Ruwe commended the performance of his assistant Barbara Hoover and proposed that her hourly rate be raised from \$12 to \$13 per hour. Trustee Dever made a motion to raise Ms. Hoover's pay as stated. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

Trustee Dever also commended Executive Assistant Clark and proposed that her hourly rate be raised from \$32 to \$33 per hour. Trustee Sayre made a motion to raise Ms. Clark's pay as stated. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

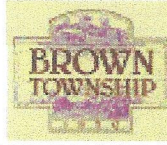
Officer Health Insurance Premium Reimbursement

Trustees Dever and Martin will submit documentation of their 2015 Health Insurance premium amounts so that the reimbursement amounts can be determined for the new year.

Resolution Appointing Attorneys for the Township

Fiscal Officer Ruwe introduced Resolution 10-2014, which proposes to employ the Law Firm of Brosius, Johnson

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& Griggs, LLC for the year 2015 in an amount up to but not exceeding \$20,000. Trustee Sayre made a motion to adopt the Resolution. Trustee Dever seconded the motion to adopt Resolution 10-2014. Voting results: Sayre: aye, Dever: aye, Martin: aye. Resolution 10-2014 approved.

2015 OTA Winter Conference

Executive Assistant Clark plans to attend the OTA Winter Conference at the end of January. Fiscal Officer Ruwe will be unable to attend, but Barbara Hoover may attend.

Year End 2014 Payment of Bills

Fiscal Officer Ruwe reported that there is no need for a Special Year End Meeting this year. However, certain bills need to be paid before the accounting year is closed. He will prepare the Warrants for the Trustees approval and signature and make them available in the Administrative office during the last week of December.

Various Zoning Issues

The dumpster near the bike path on Scioto Darby Rd. has been moved. Trustee Sayre mentioned the possibility that a hauling business is being run out of a property on Amity Rd at Interstate 70.

Draft Township Inventory for YE 2014

Ms. Hoover is working on updating the township inventory and has a draft ready. She noted that she thinks there are items in the garage and the Hall that should be removed. Trustee Dever will inspect the items with her.

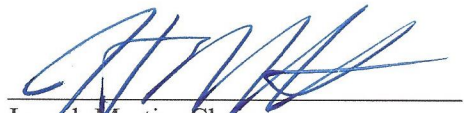
Franklin County Rural Zoning Commission

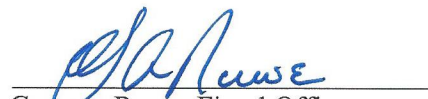
Trustee Martin reported that the Franklin County Rural Zoning Commission has lost Board members recently and requires new appointments before they can resume operations. He asks that we notify any interested persons of the vacancies.

Adjournment

With no further business, Chair Martin asked for a motion to adjourn. Trustee Dever made a motion to adjourn the meeting. Trustee Sayre seconded the motion.

Voting results: Ms. Pamela Sayre, Aye, Mr. Gary Dever, Aye, Mr. Joseph Martin, Aye. The meeting was adjourned at 9:09 p.m.



Joseph Martin, 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.