

# RECORD OF PROCEEDINGS



## BROWN TOWNSHIP REGULAR SESSION

Held: December 16, 2013

The Trustees and the Fiscal Officer of Brown Township convened in regular session on Monday, December 16, 2013 from 7:30 P.M. to 9:35 P.M. in the second floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Trustee Gary Dever called the meeting to order with the following members present:

Mr. Gary Dever	Present	Ms. Pamela Sayre	Present
Mr. Joseph Martin	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).

### Pledge of Allegiance

Trustee Dever led the Pledge of Allegiance.

### Approval of Minutes

Trustee Sayre made a motion to approve the Minutes of the November 18, 2013 Regular Session. Trustee Martin seconded the motion. Voting results: Dever: aye, Martin: aye, Sayre: 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: Dever: aye, Martin: aye, Sayre: aye. Motion approved.

The Trustees previously reviewed the December 2013 payroll report. Trustee Sayre made a motion to approve the payroll report. Trustee Martin seconded the motion. Voting results: Dever: aye, Martin: aye, Sayre: aye. Motion approved.

The Trustees previously reviewed the bank reconciliation and the supporting reports for the month of November 2013. Trustee Martin made a motion to approve the bank reconciliation. Trustee Sayre seconded the motion. Voting results: Dever: aye, Martin: aye, Sayre: aye. Motion approved.

### Norwich Fire Department Report

Battalion Chief Ted Kienzle was in attendance and made a presentation. The Brown Township Monthly Summary report for November 2013 was provided. The report and supporting detail reflect that during the month, Station 82 (Brown Twp.) responded on fifteen EMS runs and four Fire runs in Brown Township. The report also contains monthly totals for the years 2010, 2011 and 2012.

### Franklin County Sheriff Report

No representative was in attendance.

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### Beth Clark's Report (Submitted)

#### Town Center Implementation

The client group met with the consultant team on December 4 to discuss progress in defining elements of a conservation community as the organizing framework for the implementation of the Big Darby Accord Town Center.

The consultant team had conducted additional stakeholder interviews, including with representatives of Southwestern City Schools, The Ohio State University Water Resources Center, and the local Urban Land Institute chapter.

The consultant team also initiated a conversation with Lizanne Galbreath to assess the level of interest on the part of the Galbreath family in participating in implementation of the Town Center. Ms. Galbreath indicated she would like to remain personally involved.

The team also met again with representatives of the City of Columbus to discuss the possibility of using an alternative to gravity sewer for the Town Center. Columbus officials remain open to additional information.

Finally, the consultant team will organize three education forums (using a webinar format) to help a broader range of individuals (elected officials, developers, representatives of the environmental community, etc.) understand the advantages and challenges of conservation communities. The forums will feature national experts to address the topics and will be scheduled in January.

#### Open Space Advisory Council

The Big Darby Accord Open Space Advisory Council met on December 5 and heard updates on open space mapping and discussions with the Appalachian Ohio Alliance land trust. Natalie Pirvu of ODNR's Scenic Rivers Program was elected OSAC chair for next year.

#### Community Development Advisory Board

I attended the annual Community Development Advisory Board meeting on December 13, at which staff members of the Franklin County Economic Development and Planning Department, Community Development Division, presented a progress report for 2012 on the County's accomplishments through use of HUD funds allocated to it during the program year. The staff also presented, and the Board recommended approval of, the 2014 Proposed Action Plan Allocation & Programming Summary, totaling an estimated \$3,071,479 in projects. Proposed project categories include infrastructure, affordable housing, public services, economic development, homelessness prevention, and administration and planning. Handout materials will be available on the table in the work room.

My term on the Advisory Board expires at the end of the month. I need to let the staff know by December 23 if you have interest in my being reappointed to the Board.

#### Franklin County Planning Department Staffing

As you know, Lee Brown resigned as planning administrator in July. Department Director Jim Schimmer recently said that a replacement will be identified by late December, with the new person to be on the job in

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January. Also, as you may know, planner Scott Ulrich resigned recently to take a position with the Columbus Public Health Department.

### Coming Events:

- Big Darby Accord Working Group, 9 a.m., December 18, Lazarus Building
- Big Darby Accord Advisory Panel, 1:30 p.m., January 14, 25<sup>th</sup> Floor, 373 S. High St.

The Trustees instructed Executive Assistant Clark that she should agree to serve another term on the Franklin County Economic Development Board. The Township gains positive exposure from Ms. Clark's service on the Board.

### Scheduled Agenda Items:

#### Appointment of Replacement Trustee

The Township is required to appoint a replacement Trustee to fill the remaining two years of the unexpired term of Pamela Sayre, who was elected in November 2011 and retired December 31, 2012. No candidate applied to run in the November 2013 election. Trustee Dever made a motion to appoint Pamela Sayre to fill the two year term ending December 31, 2015. Mrs. Sayre is currently serving as the replacement Trustee for the remainder of former Trustee Ronald Williams' term which ends December 31, 2013. Trustee Martin seconded the motion. Voting results: Dever: aye, Martin: aye, Sayre: (abstain). Motion approved.

Trustee Dever signed the Certificates of Appointment and letters to the Board of Elections and Secretary of State as the authorizing Township official.

#### Swearing in of Trustees

The newly elected and appointed Trustees were then administered their Oath of Office. Trustee Dever administered the Oath to Trustee Martin and Trustee Sayre. Trustee Martin administered the Oath to Trustee Dever.

#### Audience Participation:

Three residents were in attendance. A resident of Roberts Rd. east of Walker described continued farm animal problems stemming from her neighbors' property, a rental property. It was described that goats, chickens and other animals are allowed to roam free. The animals are damaging the resident's property and landscape plants. Trustee Sayre has communicated with the landlord regarding a resolution of the issue. Executive Assistant Clark said that she will notify the Franklin County code enforcement officer of the issue and see if anything can be done.

Another resident mentioned that the Township could conduct a special election in 2014 if candidates were interested in running for the unexpired term. It was noted that the vacancy occurred because no one filed to run. The resident also mentioned that the snow plow crew does a great job on their road, but inquired as to whether the back-up beeps were required to be so loud, especially early in the morning. Trustee Dever stated that the warning beeps are set to state law code, and there is no volume control.

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### Old Business:

#### Contract with Franklin County Public Health and Vector Disease Control

A 2014 contract for and between Brown Township, Franklin County Public Health, and Vector Disease Control was sent to the Township for our approval. The cost for the mosquito control service for 2014 remains the same as in 2013: \$4,489.69. Trustee Sayre made a motion to approve the contract. Trustee Martin seconded the motion. Voting results: Dever: aye, Martin: aye, Sayre: aye. Motion approved.

#### Fire Levy

Fiscal Officer Ruwe reported that he received the raw data for the 2014 effective rates for the Fire Funds of both Norwich and Brown Townships. The new millage number needed to make the effective rates equal is 4.617429 mills, rounded to 4.62. The Township wishes to add .5 mills to that number to defer the lost revenue that will not be collected in 2014. This brings the amount to be requested for the proposed Fire Levy to 5.12 mills. Fiscal Officer Ruwe presented Resolution No. 8-2013 (12-16). The Resolution declares the necessity for levying a tax and requesting certain information from the Franklin County Auditor. Fiscal Officer Ruwe made a public reading of the Resolution.

Trustee Martin moved the adoption of the Resolution. Trustee Sayre seconded the adoption of the Resolution. Voting results: Dever: aye, Martin: aye, Sayre: aye. Resolution approved.

#### Website and Domain Name

Trustee Martin reported that he has established a Facebook page relating to the Fire Levy. The address is BrownTownshipFireLevy@Facebook. Trustee Martin is also working on an alternate and simpler domain name for the Township. He is attempting to acquire BrownTwp.org. The existing domain name will still be in effect for the township web site and email addresses. The alternate address will also be available and will route e-traffic to the same site and email accounts. The Trustees will contact Comprehensive Plan Working Committee members to update them of recent developments and future plans for the Comprehensive Plan for Brown Township.

### New Business:

#### 2014 Temporary Appropriations

Fiscal Officer Ruwe provided the Trustees with proposed temporary appropriations for the first three months of 2014 prior to the meeting. Resolution 9-2013 (12-16) was offered to adopt the temporary appropriations. Trustee Sayre moved the adoption of the Resolution. Trustee Martin seconded the Resolution. Voting results: Dever: aye, Martin: aye, Sayre: aye. Resolution approved.

#### Retention of Law Firm

Fiscal Officer Ruwe offered Resolution 10-2013 (12-16) titled "Resolution Employing Township's Attorneys on an Annual Basis for the Year 2014." The Resolution proposes to retain Attorney Donald F. Brosius and the law firm in which he is associated on an annual basis for the year 2014 for legal counsel. The amount that can be paid to the law firm of Donald Brosius is capped at \$20,000 per Section 2 of the Resolution. Trustee Martin moved the adoption of the Resolution 10-2013. Trustee Sayre seconded the adoption of the Resolution. Voting results:

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Dever: aye, Martin: aye, Sayre: aye. Resolution approved.

### Fire Fund Retained Amount

Fiscal Officer Ruwe proposed that the Township reduce the amount retained in the Fire Fund when making bi-annual payments to Norwich Township from \$75,000 to \$50,000 as requested by the Norwich Township Fiscal Officer. Trustee Sayre made a motion to approve the reduction of the retained amount to \$50,000. Trustee Martin seconded the motion. Voting results: Dever: aye, Martin: aye, Sayre: aye. Motion approved.

### 2014 Wage Review

Fiscal Officer Ruwe provided the hourly wage amount that the employees of Brown Township received in 2013. The Trustees held a discussion regarding possible increases. It was proposed that the hourly rate for the three snow plow drivers be increased from \$20 to \$22 effective January 01, 2014 and that all other wage rates remain unchanged. Trustee Sayre made a motion to increase the hourly rate for the snow plow drivers to \$22.00. Trustee Martin seconded the motion. Voting results: Dever: aye, Martin: aye, Sayre: aye. Motion approved.

### Pro-ration of Officer Salaries to Funds other than the General Fund

Fiscal Officer Ruwe explained that it is permissible to pay that portion of Trustee and Fiscal Officer salaries from funds other than the General Fund if the Officer submits a Payroll Certification and allocates the services he/she provided for the month to the Fund to which the services relate. Fiscal Officer Ruwe stated that Brown Township would probably only consider allocating portions of Officer salaries to the Road & Bridge Fund. In the discussion, it was mentioned that the Fire Fund and the Gasoline Tax Fund would not be used to pay Officer salaries. Fiscal Officer Ruwe will appropriate some funds for Officer salaries to the Road & Bridge Fund in case Officers certify that a percentage of their work relates to that Fund. A Township Payroll Certification Form will be created and provided to the Officers.

### Officer Insurance and Benefit Policies

Fiscal Officer Ruwe provided a brief overview of the insurance and benefit policies the Township has in effect. The premium charges for 2014 are basically unchanged. Trustee Sayre made a motion to keep the insurance and benefit policies the same for 2014. Trustee Martin seconded the motion. Voting results: Dever: aye, Martin: aye, Sayre: aye. Motion approved.

### Franklin County Township Association Meeting

The Franklin County Township Association will hold a meeting on January 9, 2014. The Township's attorney, Donald Brosius, will be the featured speaker. Trustee Martin and Fiscal Officer Ruwe will attend the meeting to represent the Township.

### Special Year-End Meeting

A Special Meeting was tentatively scheduled for Monday, December 30, 2013 at 6:30 p.m. to handle year end fiscal matters such as the payment of bills.

### Morris Road Curve

Trustee Martin reported that a particular section of the curve on Morris Road is in need of some type of warning marking. The Trustees will look into the best solution for the situation.

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### Change in Monthly Meeting Start Time

The Trustees agreed that the start time of the Township's regular monthly meetings will be moved from 7:30p.m. to 7:00p.m for meeting beginning in January 2014 and going forward.

### Mailbox Damage

Trustee Martin reported that he has inspected a mailbox on Morris Road that was reported to the Township as damaged by the snow plow. Trustee Martin stated that the mail box post is cracked and it likely was the result of direct impact to the mailbox which left a gouge. Trustee Martin made a motion to reimburse the resident for a new mailbox for an amount up to \$75.00 upon submitting a receipt to the Fiscal Office. Trustee Sayre seconded the motion. Voting results: Dever: aye, Martin: aye, Sayre: aye. Motion approved.

Trustee Sayre suggested that the issue of compensating residents for damage from snow plows be researched and reviewed. The Trustees requested that the Township Resolutions be searched to locate any prior Resolution stating the policy for such damage. Trustee Dever instructed that damage must occur from the snow plow impacting the mail box. There is no reimbursement for damage from the weight of displaced snow from the plow. Barbara Hoover will research the issue. If a Resolution is not found, a new one will be offered.

### Adjournment

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

Votes were: Mr. Gary Dever, Aye; Mr. Joseph Martin, Aye; Ms. Pamela Sayre, Aye. The meeting was adjourned at 9:35 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.