

Held: March 20, 2017

The Trustees convened in regular session on Monday, March 20, 2017 from 7:00 p.m. to 8:55 p.m. in the second floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Chair Joseph Martin called the meeting to order with the following members present:

Ms. Pamela Sayre

Present

Mr. Joseph Martin

Present

Mr. Gary Dever

Present

Mr. Gregory Ruwe

Present

Also in attendance:

Ms. Elizabeth Clark (Executive Asst. to the Trustees) and Ms. Barbara Hoover (Clerical Asst. to the Trustees.)

Approval of Minutes

Trustee Dever made a motion to approve the Minutes of the February 20, 2017 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 March 2017 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 financial reports for the month of February 2017. Trustee Dever made a motion to approve the bank reconciliation. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

Franklin County Sheriff Report

Deputy Alena Griffin was in attendance. She reported that there is only one new report on file (through March 16) since our last meeting. An automobile was stolen from an address on Creek Rd on March 6, 2017. The vehicle has since been recovered. Deputy Griffin also reported that the Sheriff's office is in the process of establishing four zones for the Community Relations function. Representatives for each zone will be chosen in the near future. The Sheriff's Office is working on establishing a satellite office in Prairie Township near W. Broad Street. Deputy Griffin also mentioned that a male has been knocking on residence doors late in the evening in and around the Township. One such incident may have happened in Brown Township, although no report was filed.

Norwich Fire Department Report

Fire Chief Jeff Warren and Lieutenant Jake Wells were in attendance. Chief Warren presented the Incidents Report for February 2017. During February 2017, there were (12) EMS runs and (5) Fire runs in Brown Township. Chief Warren then reported that he recently was notified that effective June 1, 2017, the NTFD is being reclassified as an ISO2 in Norwich Township and an ISO2Yin Brown Township. This classification places the NTFD in the top 2% of the fire departments in the State of Ohio. The new rating could positively impact homeowner's insurance rates within the Township. Chief Warren stated that he will review the scope of development in the unincorporated areas served by the NTFD with an emphasis on fire and safety concerns. He



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will review proposed development plans with the architects. He said that these reviews are estimated to take months.

Chief Warren provided a summary of the three bids he obtained to upgrade the kitchen at Station 82 in Brown Township. He recommended that the Board approve the bid from SemBro Designs in the amount of \$11,726.94 (not to exceed \$13,000.00). Chief Warren stated that SemBro submitted the most complete bid and would provide the labor for the complete installation and removal at a competitive price. Trustee Sayre made a motion to approve the bid from SemBro. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

Beth Clark's Report (Submitted)

MAPPING

At my request, the Franklin County Auditor's Office has provided us with several large township maps showing parcel lines and parcel numbers. It differentiates between parcels in unincorporated Brown Township and parcels within both Brown Township and Hilliard. I have added the sewer contract area boundary. The Auditor's Office is willing to work with us to provide any additional mapping we may request that corresponds with the data the office maintains.

BUILDING PERMIT REPORTS

The Franklin County Department of Economic Development and Planning offered to prepare for us a special report each month on building permits issued in the township. The reports will be emailed shortly after the first of each month.

SPRING NEWSLETTER

Articles planned for the Spring 2017 newsletter include:

- Metro Parks safety and security (Larry Peck)
- Time Warner update (Joe Martin)
- Public Safety summary
- Corrections to Public Safety summary in Winter newsletter
- Big Darby Accord Advisory Panel appointment
- NTFD's acquisition/use of Intubrite
- NTFD Firefighter Dan Buelow and importance of CPR/AED training
- No update is available on the mussels die-off in Big Darby Creek.

It has been suggested that we include a story on keeping chickens. A decision is needed on that story.

A decision is also needed on a suggestion for a story on Jonathan Alder in a future newsletter.

A discussion is needed on the scheduling and logistics of Brown Township sponsoring CPR/AED training. A prompt decision will enable promotion in Spring newsletter, if desired.

Big Darby Accord Working Group

A rescheduled meeting of the Big Darby Accord Working Group is set for March 22 at 2:30. The purpose is to discuss the City of Columbus' and Franklin County's stances on organizational methods of providing sewer service to conservation development areas.



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Scheduled Agenda Items:

Township Website Upgrade

Trustee Martin reported that he continues to work with Vicki Watson of VWeb to upgrade and improve the Township's website. His efforts are concentrated in two areas: the re-design and ongoing maintenance. The Brown Township officials and employees will continue to review the current drafts of the re-design and provide feedback. It was decided that Executive Assistant Clark will step in and provide the ongoing maintenance function when that phase of the project is reached.

Audience Participation:

A resident was in attendance who was particularly interested in the proposed development plans for the acreage at Walker and Davis roads. They did not wish to comment.

Old Business

HVAC Preventive Maintenance Contract

Fiscal Officer Ruwe reported that he contacted two additional HVAC companies regarding possibly obtaining bids for preventive maintenance services for the Township. Discussions are ongoing and it was decided to table the choice of vendor decision until the April meeting.

Commercial Zoning Compliance Application – 3508 Walker Rd.

The Franklin County Economic Development and Planning Department received an application for commercial zoning to build a Temple at 3508 Walker Rd. on March 20, 2017. Brown Township and NTFD officials have received copies of the application for review. Executive Assistant Clark is coordinating with Planner Jonathan Lee and FCP&D to keep all parties apprised of the status of the application. Fire Chief Warren is beginning his safety review of the documents.

New Business:

Striping of Morris Rd.

A contractor has been retained to re-surface Morris Road this year. However, the Franklin County Engineer's Office will need to be contracted to perform the striping of the road once the cape seal is performed. Trustee Martin has obtained a bid from the FCE office of \$2,986.84 to stripe Morris Road as specified. Trustee Sayre made a motion to approve the bid in an amount up to \$3,000.00. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

Morris Road Drainage Ditch Blockage

Trustee Martin reported that a resident on Morris Road filled in the drainage ditch with soil along the road at their property within the last week. It appears that no drain tile was installed under the fill dirt and water is backing up along Morris Rd., potentially impacting the roadway. Trustee Dever will contact Brady Koehler to inspect the situation and to hopefully meet with the homeowner.



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Township Lawn Tractor

Trustee Dever reported that Scott Dever (employee responsible for mowing the Township property lawn) requests that an air seat be installed on the Township's lawn tractor due to the rough terrain. Trusted Dever has obtained a price of \$450 for the part and installation at Hilliard Lawn and Garden. Trustee Sayre made a motion to approve the expenditure of funds for the air seat. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

Road Sign for Creek Road

Trustee Dever was contacted by a representative of Canaan Township in Madison County. During their annual road inspection, a Madison County Engineer representative pointed out that a right curve road sign was needed on Creek Road. That portion of Creek Road is actually in Brown Township (as it approaches the county line). Fiscal Officer Ruwe stated that he would contact the Paul Peterson Company and order the installation of said sign. Trustee Dever made a motion to order a sign from the Paul Peterson Company. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

Zoning Regulations for Sheds

Trustee Sayre reported that she has been communicating with a Township resident regarding their intent to construct a 500 square foot shed within floodplain in the Darby watershed. Trustee Sayre suggested that the resident continue communications with Franklin County Soil and Water and mentioned using a rain barrel(s) as a possible alternative if permitted. She also provided the name of a Township resident who has prior experience with such issues.

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: Sayre: aye, Dever: aye. The meeting was adjourned at 8:55 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.