

Held: January 20, 2020

The Trustees convened in regular session on Monday, January 20, 2020 from 7:00 p.m. to 8:17 p.m. in the second floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Fiscal Officer Greg Ruwe 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), Ms. Barbara Hoover (Clerical Asst. to the Trustees) and Ms. Becky Kent (Asst. to the Trustees).

Nominations for 2019 Trustee Chairs

Fiscal Officer Ruwe asked for nominations for the 2020 Chair of the Brown Township Board of Trustees position. Trustee Dever nominated Trustee Joe Martin for the Chair position and made a motion for his appointment. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Dever: aye. Motion approved.

The meeting was then turned over to Chair Martin who asked for a nomination for the position of Vice-Chair. Trustee Dever nominated Trustee Pamela Sayre for the Vice-Chair position and made a motion for her appointment. Trustee Martin seconded the motion. Voting results: Martin: aye, Dever: aye. Motion approved.

Approval of Minutes

Trustee Sayre made a motion to approve the Minutes of the December 16, 2019 Regular Session. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: Aye. Motion approved.

Fiscal Actions

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

The Trustees previously reviewed the January 2020 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 December 2019. 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

Major Carl Hickey of the FCSO Patrol Division was in attendance to discuss the possibility of having FCSO Car 10 being based out of the Brown Township administrative offices. The car would be parked in the Brown Township parking lot between shifts. Two parking spots would be reserved for the FCSO use with appropriate signage. The Deputy Sherriff would keep his laptop computer and radio in the workroom in the administrative offices. A locker could be placed in the meeting room HVAC closet. Major Hickey said that the FCSO could probably arrange for the signage and an outdoor lockbox for keys. The Township would have the appropriate



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keys made. Trustee Sayre made a motion to allow the FCSO to base the Deputy Sherriff for Car 10 in the Brown Township administrative offices according to the above description. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: Aye. Motion approved.

Norwich Fire Department Report

Fire Chief Jeff Warren, Assistant Fire Chief Greg Young and Captain Jake Wells were in attendance. Chief Warren presented the Total Incidents by Jurisdiction Report for December 2019 and the 2019 "Brown Township Trending" graphic report. During December 2019, there were (15) EMS runs and (1) Fire run in the unincorporated areas of Brown Township. There were also (3) EMS run and (3) Fire run in the incorporated area of the Township. It was noted that NTFD runs to Upper Arlington were up in 2019 primarily because Upper Arlington is now using the Dublin dispatching system, as does NTFD. Overall, 2019 was a very busy run year as will be reflected on the 2019 annual report which should be available at the February meeting. A discussion was also held regarding safety issues involving the speed bumps on the roundabouts in central Old Hilliard.

The Fire Chiefs presented a proposal by W.W. Williams to replace (3) outside batteries in the Koehler generator. Trustee Sayre made a motion to accept and approve the proposal. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: Aye. Motion approved.

Beth Clark's Report (Submitted)

BIG DARBY ACCORD ADVISORY PANEL

The Big Darby Accord Advisory Panel met in its annual organizational meeting last week. Ashley Hoye was reelected as chair and Steve Gordon was elected vice chair. Bylaws were amended to reflect a new meeting location. The Hill/Bright proposal was tabled at the request of the applicant and continued to the February meeting. The Panel members discussed wetland buffers.

NPDES PERMIT ANNUAL REPORT

Our NPDES permit annual report is being prepared and will be submitted to Franklin Soil and Water Conservation District by the January 31 deadline.

NEWSLETTER

Content for the Spring newsletter will be:

- Public Safety summary
- Transition to new Fiscal Officer
- Profiles of outgoing and incoming Fiscal Officers



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Scheduled Agenda Item

Sheree Gossett-Johnson, Big Darby Watershed Accord Panel.

Ms. Gossett-Johnson is Brown Township's representative on the Big Darby Watershed Accord Panel. She attended the meeting to provide a summary of recent wetland buffer discussions held by the panel for the Big Darby Watershed Accord Plan. She explained that, in her opinion, the buffer presently listed in the Plan (a fifty foot radius) is not sufficient for the drainage needs in Brown Township. She asked the Board if they wanted her to pursue a revision of that part of the Master Plan to benefit Brown Township. After discussion, the Trustees instructed Ms. Gossett-Johnson not to pursue the matter. The Trustees explained that such an inquiry would likely be opposed by other parties to the Accord and could jeopardize the existing Plan.

Audience Participation:

Norwich Township Trustee Chuck Buck attended the meeting. He participated in the discussion of plans to replace the second floor roof on the Firehouse building (see below).

Old Business

New Roof Ouote

The Trustees reported that an estimate for a new roof for the second story of the Firehouse was requested from a metal roofing contractor. The estimate has not been received. Trustee Dever said that he would also obtain an estimate for a shingle roof. The estimates should be available for the February meeting.

New Business:

2020 Salary & Wage Review

Per ORC Sections 505.24 and 507.09, township trustee and fiscal officer salaries are based on the annual budget of the township. For 2020, the Township's Budget is greater than \$3.5 million. Therefore, the Brown Township Trustee and Fiscal Officer beginning new terms will be paid an annual salary of \$14,092 and \$24,222 respectively. The 2019 compensation rates for the remaining Township employee positions, and the two Trustees whose terms are not up, remain at the 2019 levels.

2018 Benefit Review

The Board reviewed the current benefit policies for the Board members. These consist of the Health Insurance Premium Reimbursement Plan, Dental Insurance, Group Life Policy, and the Disability Insurance Policy. It was determined that the current policies will be kept in force until the new Fiscal Officer can meet with the benefits agent used by the Township to review and possibly update the policies.

Fiscal Officer Ruwe requested that the Officers provide documentation of their 2020 Health Insurance Premium rates and payment thereof soon, if they have not already done so.

Fiscal Officer Transition Review

FO Ruwe reported that newly elected Fiscal Officer Becky Kent attended the year end training for Fiscal Officers provided by the State Auditor's office. She then participated in the actual 2019 year end close with FO Ruwe. She is scheduled to attend the Ohio Township Association's Winter Conference where she will receive three days of additional training. The transition is on schedule.



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Special Meeting with Insurance Agent

The Board selected a tentative date of Monday, February 24, 2020 at 7:00 p.m.to schedule a meeting with the Township's insurance agent (subsequently confirmed). The Board will have an opportunity to review the Ohio Plan insurance policy which provides the Township's coverage for liability, personal property and cyber coverage. The agent will also be able to meet the new Fiscal Officer at that time.

Annual Road Mileage Certification

The Trustees signed the annual road mileage certifications. Trustee Martin will deliver the documents to the Franklin County Engineer.

Adjournment

With no further business, Chair Martin asked for a motion to adjourn. Trustee Sayre made a motion to adjourn the meeting. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye. The meeting was adjourned at 8:17 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.