

RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: May 19, 2025

The Brown Township Board of Trustees convened in regular session on Monday, May 19, 2025 from 7:00 p.m. to 8:19 p.m. in the second-floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Trustee Chair Martin called the meeting to order with the following members present:

Joseph Martin, Present
Pamela Sayre, Present
Peter Marsh, Present
Becky Kent, Present

Approval of Minutes

Trustee Marsh made a motion to approve the minutes of the April 21, 2025 Regular Session and May 6, 2025 and May 9, 2025 Special Meetings. Trustee Sayre seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Fiscal Actions

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

The Trustees previously reviewed the May 2025 payroll report. Trustee Marsh made a motion to approve the payroll report. Trustee Sayre seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

The Trustees previously reviewed the bank reconciliation and the supporting financial reports for the month of April 2025. Trustee Sayre made a motion to approve the bank reconciliation. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Sheriff's Report

Brown Township's Community Liaison, Deputy Haren, was present for the meeting. For 4/21/2025-5/19/2025 there were 92 calls for service, 15 reports taken, and 11 arrests/citations in Brown Township.

Norwich Fire Department Report

Norwich Fire Chief David Baird was present for the meeting. During April 2025, Norwich Township answered 593 calls for service with 150 Fire runs and 443 EMS runs.

Of those 593 calls, there were (14) EMS runs and (9) Fire runs in the unincorporated areas of Brown Township. There were also (3) EMS run and (7) Fire runs in the incorporated area of the Township.

Chief Baird reported that the department is up a few hundred runs for the year. He thanked the residents of Brown Township for passing the fire levy that was on the spring ballot.

Chuck Buck, Norwich Township Trustee, recently passed away. Sonny Cantrell has been sworn in to complete his term.

A recent septic issue was discussed as well as the need for a notification process when issues arise. Chief Baird stated that Assistant Fire Chief Wells typically handles notifying vendors. The windmill was also discussed. The hose for the aerator was accidentally cut. Trustee Sayre reported that the windmill technician is aware and will be out for service soon.

Melissa Brinkerhoff, Big Darby Accord Advisory Panel Representative

Melissa reported that the Big Darby Accord Advisory Panel did not have any cases to review in May.

Steering Committee Update

Trustee Sayre reported that the next Steering Committee meeting will be on May 20 and the committee will have a first draft to review.

Presentation by Laura Emmelhainz

Laura Emmelhainz, whose family owns the property north of Station 82, shared her vision for the property. She will email a more detailed plan to the trustees, but summarized that the concept is a tiny home village for people with disabilities.

Audience Participation

Doug Gillfillan from Earthcraft asked whether the trustees would like him to mow the thistles on the septic mound at Station 82. They agreed.

Donna Palmer, Brown Township Office Assistant, stated that Anderson Farms, a 150-acre property on the east side of Alton Darby Creek Road, has been sold to Metro Developers.

A couple was in attendance because they are interested and in favor of a noise resolution and had read in the minutes that one is being discussed. Trustee Sayre informed them that it would be discussed during old business.

Newsletter

Brown Township's Summer 2025 newsletter deadline is June 15. The newsletter will include an article on Trustee Marsh, information on the draft comprehensive plan, and an article about Trustee Dever including a recap of a planned dedication and tree planting on May 29.

Roads

Trustee Martin is still waiting on a quote from Franklin County Engineers for berm work. Detour information shared by the county has been posted on the Brown Township website and social media.

Old Business

Trustee Marsh shared his findings from the township attorney regarding a possible noise resolution. Trustee Marsh confirmed that quiet hours could be established rather than having the restrictions enforced 24 hours a day. He would also like to decide what exemptions to include, like hunting and agricultural activity. Trustee Martin stated that he would like to request public comment via an online survey before voting. The trustees agreed to schedule a special meeting for June 2 at 4:00 p.m. to decide on a final draft. In the meantime, Trustee Marsh will work on the final draft and possible survey questions. The resolution will then be voted on during a future meeting.

Fiscal Officer Kent previously sent a draft updated policy manual to the trustees, to include motorized equipment as property that may only be used by township employees. Trustee Sayre made a motion to accept the updated policy manual. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Trustee Sayre asked whether there had been any progress on having the water line from the furnace room in the township hall moved. Trustee Martin will contact Don Williams to get more information.

New Business

Trustee Sayre made a motion to hire Heidi Feathers as an independent contractor on a 90-day trial to fulfill the role

of Township Office Assistant. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

The trustees discussed what type of plaque they would like to install for the Gary and Sophie Dever memorial trees. Fire Chief Baird suggested they consider the type they use at Norwich Township which is a stone with a bronze plate. He will share the vendor information with the trustees. Residing the township hall (to be renamed Dever Building on May 29) was also discussed. Trustee Martin will contact Evan with Pebble Construction for a quote and estimated timeline. The trustees would like to wait to hang a "Dever Building" sign on the east side of the building until it is resided so the sign may be incorporated in the design.

A representative from "Coalition Against Bigger Trucks" contacted the trustees to ask for support for their cause. Trustee Sayre will ask the township attorney about a possible resolution.

Adjournment

With no further business to discuss, Trustee Martin asked for a motion to adjourn. Trustee Marsh made a motion to adjourn the meeting. Trustee Sayre seconded the motion. Motion passed three AYES, no NAYS. Motion carried. Meeting adjourned at 8:19 p.m.


Joseph Martin, 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.