

RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: June 16, 2025

The Brown Township Board of Trustees convened in regular session on Monday, June 16, 2025 from 7:00 p.m. to 8:26 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:

Joe Martin, Present
Pam Sayre, Present
Pete Marsh, Present
Becky Kent, Present

Approval of Minutes

Trustee Marsh made a motion to approve the minutes of the May, 2025 Regular Session and June 2, 2025 and June 11, 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 June 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 May 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 5/19/2025-6/16/2025 there were 82 calls for service, 14 reports taken, and 9 arrests/citations in Brown Township. Deputy Haren reported that the speed limit has been reduced on Feder Road.

Norwich Fire Department Report

Norwich Fire Chief David Baird was present for the meeting. During May 2025, Norwich Township answered 626 calls for service with 170 Fire runs and 456 EMS runs.

Of those 626 calls, there were (17) EMS runs and (11) Fire runs in the unincorporated areas of Brown Township. There were also (7) EMS run and (3) Fire runs in the incorporated area of the Township.

Chief Baird reported that they recently responded to their second fatal fire in three months. These were the first fatal fires for Norwich Fire Department in 15 years. They plan to start a public education push on the importance of smoke detectors soon.

Construction at station 84 has been delayed. NFD should take occupancy of the building mid-July 2025.

Norwich Fire Department is still in need of 11 more firefighters.

Fiscal Officer Kent asked Chief Baird why NFD still uses Matheson Gas at Station 81. On the night of her propane explosion, NFD called the emergency line for Matheson to ask that they verify the propane tank was no longer a safety threat. The propane company never showed up. Fiscal Officer Kent stated that this doesn't seem like the actions of a safe or responsible vendor. Chief Baird responded that he will look into their propane vendor contract for Station 81.

Steering Committee Update

Trustee Sayre reported that the next steering committee meeting is July 1. There will be an open house on July 15 from 5:30-7:00pm in the bay area of Station 82 to update the public on the steering committee's findings.

Audience Participation

A Scioto Darby Road resident asked what he can and cannot do if the draft noise resolution is signed – he specifically asked about mowing grass. He would also like to see the starting hour be 11:00 p.m. rather than 10:00 p.m. Trustee Marsh responded that mowing grass is exempted. Trustee Sayre stated that the resolution is really meant to curb amplified music late at night, not interfere with people mowing their grass. Deputy Haren shared a copy of the draft resolution with the resident.

A Roberts Road resident asked whether there is a restriction on the number of cars that may be parked in someone's driveway. Trustee Martin stated that cars need to be parked on a parking surface (not on the grass). Franklin County would handle any permits. Only a certain percentage of a property may be covered, so if a property has a lot of buildings or a pool, that may limit the amount of space that may be improved for parking surfaces.

Newsletter

Brown Township's Summer 2025 newsletter will include articles about Gary Dever, Heidi Flowers, Donna Palmer, and Pete Marsh. It will also include announcements for the open house in July and the housing technical assistance program grant recently awarded to Brown Township.

Roads

The idea of a concrete driveway policy was discussed. Trustee Sayre was contacted by Danny Parker with the county engineer's office to ask whether a resident on Creek Road could build a concrete driveway all the way to the road. Trustee Sayre told him it was ok, as long as the resident understands that any damage done by the snow plow will not be repaired by the township. She wondered whether an official policy should be adopted regarding concrete driveways. She will contact Danny Parker to get a copy of Franklin County's policy so it can be modified for Brown Township. The trustees also agreed that the policies should be added to the website.

Tom Janz was present for the meeting. Trustee Sayre asked whether he would be willing to take care of dead animals on township roads and in township right of ways. He said he would. The trustees agreed that a policy should be written about dead animals, to make sure it is clear that if an animal is not in the township right of way it is the landowner's responsibility.

Trustee Martin received estimates from Franklin County for berms on Carter Road and Langton Road. Trustee Sayre made a motion to accept estimates for berm repair on Carter Road for \$21,011 and Langton Road for \$20,874. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Old Business

Trustee Marsh updated the room with some of his responses from the township attorney about the draft noise resolution.

- It is not possible to update the resolution to only be enforceable if there is a complaint. This shouldn't be an issue because the sheriff is not going to be driving around the township listening for offenders.
- It would not be a good idea to specify the noise resolution only applies to sound reproduction. It would be better to find specific examples to exempt.
- The resolution does not apply to moving vehicles.
- The attorney does not suggest exempting specific holidays.
- Fines noise resolution offenders are the responsibility of the land owner or occupant.

So far there have been 80 responses to the noise resolution survey on the Brown Township website. The trustees agreed to leave the survey open until the end of June.

Trustee Sayre attended the Mando ditch petition meeting hosted by Jim Ramsey with the Franklin County Engineers. Jim told Trustee Sayre that he would like a resolution from the trustees either for or against the petition to share with the county commissioners. Trustee Martin will reach out and ask Jim how the meeting went and ask about next steps.

New Business

Fiscal Officer Kent presented supplemental appropriations in the amount of \$245,000 from the general fund for 2025. The additional expenses are in expectation of consultant fees to develop township zoning, residing and roofing the Dever Building, and creating a nature preserve on township-owned property on Walker Road. Trustee Sayre made a motion to adopt Resolution 6-2025, supplemental appropriations for 2025. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

A tax budget hearing was held on June 11, 2025 to discuss the draft 2026 tax budget. Trustee Sayre made a motion to approve Resolution 7-2025, the 2026 tax budget as discussed during the budget hearing. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

The trustees discussed the possibility of sending zoning violation warning letters when appropriate. A nuisance property letter shared by Jamie Fisher with Norwich Township was also discussed. The trustees decided to table the idea of zoning violation and nuisance property letters for now.

Fiscal Officer Kent shared a lock in rate proposed by FerrellGas for \$1.937 per gallon. Trustee Sayre made a motion to accept the proposed rate. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS.

Brown Township recently was awarded a \$50,000 grant to start the process of investigating whether the township would benefit from having its own zoning regulations and enforcement. A scope of service was proposed by Verdantas, the company currently working with the township on a comprehensive plan update. The trustees will hold a special meeting on June 22, 2025 to vote on the proposal by Verdantas.

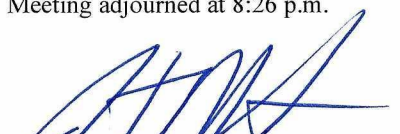
Trustee Sayre shared that the Ohio Township Association is asking townships to write letters to the house and senate regarding HB96. Trustee Sayre will share a sample letter provided by the OTA with Heidi who will print the letter on township letterhead. Trustee Sayre made a motion for the trustees to sign the letter and send it to the house and senate. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Earthcraft Companies, LLC submitted two estimates with the trustees. One was for catch basin repairs on Cole Road for \$3,327.00. The other was to seed the field south of the bay area at Station 82 in prairie grass for \$2,450.00. Trustee Sayre made a motion to accept both estimates. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Earthcraft recently did some camera investigation on Langton Road. The area under the road is clear and there is nothing impeding between the two catch basins on the east and west side. Any current flooding issues are not caused by issues in the township right of way, so they are on private property and considered homeowner's responsibility.

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 8:26 p.m.



Joe 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.