

RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: July 21, 2025

The Brown Township Board of Trustees convened in regular session on Monday, July 21, 2025 from 7:00 p.m. to 8:58 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 June 16, 2025 Regular Session and June 22, 2025 and July 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 July 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 June 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 6/16/2025-7/21/2025 there were 87 calls for service, 20 reports taken, and 12 arrests/citations in Brown Township.

Trustee Sayre asked about a recent speed limit reduction on Walker Road and inquired whether the Franklin County Engineer's office sets those limits. Trustee Martin responded that ODOT has to approve speed limit changes. Trustee Sayre mentioned that there has been an effort to reduce the speed limit on part of Amity Road in recent years with no success.

Norwich Fire Department Report

Norwich Fire Chief David Baird was present for the meeting. During June 2025, Norwich Township answered 617 calls for service with 161 Fire runs and 456 EMS runs.

Of those 617 calls, there were (27) EMS runs and (5) Fire runs in the unincorporated areas of Brown Township. There were also (5) EMS run and (1) Fire runs in the incorporated area of the Township.

Chief Baird reported that Engine 83 has been delivered and is in service. Medic 84 has been delivered. Norwich Fire Department is still in the process of hiring.

The continuing bunk room humidity issue at Station 82 was discussed. A structural engineer was recently brought in to try to determine the cause. Several issues were unearthed including negative pressure in the back of the building when doors are open. Mold was discovered in the ceiling the day of the meeting by one of the firemen. While the root cause of the humidity is continued to be researched, Chief Baird will order an air quality test to be sure the bunkroom is safe.

Trustee Sayre made a motion to allow Chief Baird to purchase a dehumidifier from Amazon for up to \$1,000. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Steering Committee Update

The open house only had a couple attendees from the public.

Scheduled Agenda Item

Chris Sauer, who owns a historical schoolhouse at 2263 Amity Road attended the meeting. Trustee Sayre suggested that the trustees might be interested in purchasing the building and having it moved to 2491 Walker Road. Metro Parks may be interested in the property once the structure is moved. The trustees will schedule a meeting with Chris to discuss further.

Newsletter

Article deadline for the next newsletter will be September 15. Articles will include information about the township zoning working group, the Brown Township noise resolution, and a group called Homes in Hilliard, Inc.

Roads

Trustee Sayre previously shared Franklin County's concrete driveway policy with the other trustees. Trustee Martin will work with Cole Gillfillan from Earthcraft to develop a draft concrete driveway policy for Brown Township.

Franklin County has yet to send a schedule for berm repairs on Carter Road and Langton Road.

Old Business

The noise resolution public survey was discussed. Based on the results, the trustees decided to change the quiet hours to 11:00 p.m. to 7:00 a.m.

Trustee Sayre made a motion to adopt the Noise Resolution as previously reviewed with the only change being that to the quiet hours. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Trustee Martin will write an introduction to the noise resolution and post it along with the survey results on the township website. A postcard will be sent to inform residents that the noise resolution is effective September 1, 2025 and more information may be found on Brown Township's website.

Dave Smith, Brown Township's zoning consultant, was in attendance. Dave shared an zoning violation advisory notice he suggests be sent to the property owner of 6987 Feder Road. Trustee Sayre will take care of having the letter added to township letterhead and sent to the resident.

The trustees discussed drafting a nuisance property letter. Trustee Marsh will share what Hilliard uses as a starting point. Trustee Martin would like the letter to spell out which weeds are considered noxious.

New Business

Scott Dever recently pointed out some asphalt repairs that might be needed at Station82. Trustee Martin will take a look and report back to the other trustees.

Trustee Marsh is still working on getting information from a vendor about using ultraviolet light to treat the pond at Station 82 instead of chemicals. Cole Gillfillan suggested AquaDoc be asked to do a silt measurement on the pond. Fiscal Officer Kent will inquire.

The trustees reviewed a quote by Pebble Construction for exterior renovations on the Dever Building. Trustee Martin will ask what brand windows are included in the quote and whether the garage doors could be painted. A special meeting will be scheduled to review Trustee Martin's findings.

Trustee Martin mentioned that Hilliard City Schools anticipate the new Brown Elementary being built across the street from Morris Road with the driveway making a four-way intersection with Morris Road. Trustee Martin strongly opposes this plan because it could cause issues trying to pull onto Walker Road from Morris Road.

Gary and Sophie Dever have been selected to be inducted into the Norwich Township Senior Citizen Hall of Fame on October 22, 2025. Trustee Sayre confirmed that Brown Township officers and their spouses are invited to the ceremony.

Trustee Sayre suggested adding signage by the playground and trail requiring supervision of children. She will get quotes from Instant Signs.

Trustee Marsh will ask Modlich Monument Company for a revised quote for 8"x8" plaques for the trees honoring Gary and Sophie Dever.

A person crashed into a tree in front of the Dever Building recently. Cole Gillfillan reported that the tree will definitely not survive. Deputy Haren is going to send the crash report to Fiscal Officer Kent and she will contact the Township's insurance agent.

Cole Gillfillan reported that the catch basins near 8700 Morris Road are full of water and most likely plugged somewhere. He will get a price from a private company to clean and jet them so he can get a camera in and investigate.

Melissa Brinkerhoff reported that the Big Darby Accord Advisory Panel will have two cases to hear in August. One is 300 more homes in Alton Place, the other is an 8-home development on Davis Road. Melissa also stated that Metro Parks has an approved list of grasses the trustees might want to look at when developing their nuisance property letter.

Adjournment

With no further business to discuss, Trustee Martin asked for a motion to adjourn. Trustee Sayre made a motion to adjourn the meeting. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried. Meeting adjourned at 8:58 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.