

RECORD OF PROCEEDINGS



BROWN TOWNSHIP REGULAR SESSION

Held: September 15, 2025

The Brown Township Board of Trustees convened in regular session on Monday, September 15, 2025 from 7:00 p.m. to 8:31 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 August 18, 2025 Regular Session, August 27, 2025 Special Meeting, and August 29, 2025 Special Meeting. 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 September 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 August 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 8/18/2025-9/15/2025 there were 70 calls for service, 10 reports taken, and 5 arrests/citations in Brown Township.

Deputy Haren stated that they are monitoring on Roberts Road in response to a report of vehicles not stopping for a school bus.

There are three vehicles that have been identified as the possible illegal dumping offenders on Widener Road. Trustee Sayre asked whether they are local. Deputy Haren responded that they are from the area but he isn't sure whether they are from Brown Township specifically.

Norwich Fire Department Report

Norwich Fire Lt. Pope was present for the meeting. During August 2025, Norwich Township answered 642 calls for service with 174 Fire runs and 468 EMS runs. Lt. Pope shared that the Station 84 open house will be on October 19.

Of those 642 calls, there were (9) EMS runs and (5) Fire runs in the unincorporated areas of Brown Township. There were also (6) EMS run and (5) Fire runs in the incorporated area of the Township.

Audience Participation

A Patterson Road resident asked whether any citations have been issued for the recently adopted noise resolution. Deputy Haren responded that there had not been any reports or citations. Trustee Martin asked whether the noise resolution should be sent to Hilliard Police Department. Trustee Marsh suggested that it be sent to the Hilliard Police Chief and City Attorney.

A Roberts Road resident asked who she should call about noise if it is coming from an area service by Hilliard PD but she lives in Brown Township. Deputy Haren suggested that she call the Franklin County Sheriff, and they will get Hilliard PD involved if necessary.

Comprehensive Plan Update

The Comprehensive Plan final draft was discussed. Trustee Marsh made a motion to accept the Comprehensive Plan final draft. Trustee Sayre seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Zoning Commission Update

Trustee Marsh reported on the first zoning commission meeting. An overview of what the zoning process is (and what is not) was presented. Trustee Marsh reported that the group was very engaged with 8 out of 10 in attendance. There will be a lot of homework for the members to prepare for each meeting. The next meeting will be the second Wednesday in October. Trustee Martin asked whether the zoning plan for Franklin County will be used as a base and Trustee Marsh responded in the positive. Trustee Marsh will follow up with the township attorney for a resolution naming a new committee member because one of the appointees declined.

Developments

Trustee Sayre asked Trustee Marsh whether Alton Place has presented their request to build more homes than originally approved to Hilliard Planning and Zoning. Trustee Marsh said they have not.

Trustee Sayre read part of an email she received from Sharon Rastatter with the Far West Side Area Commission. She is concerned that Metro Development, the developer for Anderson Farm, is trying to move ahead and circumvent the Big Darby Accord Advisory Panel.

Trustee Marsh summarized a recently discovered issue. Township real estate taxes for Hampton Reserve are going to Norwich Township instead of Brown Township. The trustees reviewed a letter to be sent to Franklin County Auditor drafted by Trustee Marsh. Trustee Sayre made a motion to sign the letter as written. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried. Heidi Feathers will send the letter and send a copy to Norwich Township so they are aware of the issue.

Newsletter

The fall newsletter will include articles about Home in Hilliard, Brown Township's zoning commission, and a community event to plant trees in Brown Township's nature preserve.

Earthcraft submitted an estimate for ten 2-2 ½" trees to be planted during the community event for \$5725. Trustee Marsh made a motion to accept the estimate. Trustee Sayre seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Roads

Trustee Martin asked Cole Gillfillan whether he had anything new to discuss regarding a concrete driveway policy. Mr. Gillfillan asked whether the policy should be part of the zoning commission's policy and who would be used for driveway inspections. Trustee Marsh agreed that it would make sense to be part of the bigger policy and he will let the consultant know that Trustee Martin will be providing a draft. Trustee Marsh suggested that the inspections could be done by either a part-time employee of the township or a contractor.

After some complaints made by a resident about truck braking noise, Trustee Sayre proposed “No Engine Braking” signs be installed near the intersection of Feder Road and Amity Road. Deputy Haren suggested the Franklin County Engineers office be consulted for exact placement. Trustee Marsh made a motion to request Franklin County Engineers place no engine braking signs in the vicinity of the Feder Road and Amity Road intersection. Trustee Sayre seconded the motion. Motion passed three AYES, no NAYS. Motion carried. Trustee Sayre will reach out to the township attorney to ask about a resolution to place signs.

A resident requested a public meeting to discuss the Roberts Road and Amity Road intersection and how to improve safety. Trustee Martin reported that Franklin County refused to host a public meeting because they have to follow protocol for improvements to the intersection. Trustee Martin will ask for an update on the plan so it can be added to the newsletter.

Trustee Martin has received two inquiries regarding the Mando Ditch. One resident received a message from the county stating they want to meet with anyone who is in opposition to the Mando Ditch petition. Trustee Martin has requested that the county call him with an update and has not heard back. He will follow up.

Trustee Sayre reported that Tom Janz suggested he could come up with a solution far less expensive than the Mando Ditch petition. Trustee Martin suggested he be invited to a public meeting to present his ideas.

Old Business

Trustee Sayre recently discussed relocating the historic schoolhouse on Amity Road to the property at Station 82 with Cole Gillfillan. While the estimate from AEP was far less than anticipated, each company that has lines on the electric poles would also need to be present for the move which would add significantly to the cost and complexity of the project. Mr. Gillfillan proposed the schoolhouse be left where it is, and the township contract with Earthcraft to maintain the property where the schoolhouse is located and Metro Parks maintain the back of the property. The trustees discussed buying the whole property and selling the back two acres to Metro Parks. Trustee Martin warned that an asphalt parking lot would need to be installed. A comment from the audience pointed out that Metro Parks has several gravel parking lots at Prairie Oaks. Trustee Sayre made a motion to offer \$275,000 for the entire property. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried. Trustee Sayre will call the property owner and let him know this is the township’s final offer.

As the township has had several issues with AgPro repairs to the township tractor, Trustee Sayre suggested Apple Farms be considered as a new vendor. Trustee Marsh has had good success with Apple Farms for his own business and Don Williams is ok with trying them as a new vendor. Trustee Sayre made a motion to begin using Apple Farms for tractor repairs. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

Trustee Sayre shared a draft parking permit for people who use the Station 82 parking lot to leave vehicles all day or overnight. Reserve spots were discussed. Deputy Haren suggested signs designating park open hours be installed to prevent trespassing at night.

New Business

Fiscal Officer Kent presented Resolution 14-2025 – Accepting the Amounts and Rates as Determined by the Budget Commission. Trustee Sayre made a motion to adopt Resolution 14-2025. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

As one will soon be required to be adopted, Trustee Martin will ask the township attorney for a sample cybersecurity policy.

Trustee Sayre will ask the township attorney whether he has helped any other townships write letters opposing HB420, HB421, and HB422. Deputy Haren mentioned that Washington Township is sending a letter. Trustee Martin will request a copy of their letter.

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 8:31 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.