

# RECORD OF PROCEEDINGS



## BROWN TOWNSHIP REGULAR SESSION

Held: July 20, 2026

The Brown Township Board of Trustees convened in regular session on Monday, July 20, 2026 from 7:00 p.m. to 8:14 p.m. in the second-floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Trustee Chair Sayre called the meeting to order with the following members present:

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

### **Approval of Minutes**

A motion was made to approve the minutes of the June 15, 2026 Regular Session and the June 25, 2026 Special Meeting. Trustee Martin made the motion; Trustee Marsh seconded. Motion passed three AYES, no NAYS. Motion carried.

### **Fiscal Actions**

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

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

The Trustees previously reviewed the bank reconciliation and supporting financial reports. Trustee Marsh made a motion to approve the bank statement and reconciliation. Trustee Martin seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

### **Sheriff's Report**

Brown Township's Community Liaison, Deputy Haren, was not present for the meeting (on vacation). No Sheriff's report was given this month.

### **Norwich Fire Department Report**

Fire Chief Baird was present for the meeting and reported 704 calls for service in June, with 174 fire runs and 530 EMS runs.

Of those 704 calls, there were (21) EMS runs and (11) Fire runs in the unincorporated areas of Brown Township. There were also (7) EMS runs and (3) Fire runs in the incorporated area of the Township.

Of the calls for service with the City of Columbus, Norwich Township responded 55 times on mutual aid, and Columbus responded into Norwich Township once.

Sarah Roberts is the new FOCUS Hilliard representative.

Chief Baird and Assistant Chief Wells met with Allison Crumley of M&A Architects regarding a potential expansion of Station 82. M&A Architects' proposal for the initial design phase totals \$10,650. Initial design concepts (with at least two scenarios for review) are expected by approximately August 17, which may prompt scheduling of a special meeting to review them.

Trustee Sayre will monitor the Township's interests in the project, working alongside Norwich Township Trustee Trish Barker, who will remain involved on Norwich's behalf.

Trustee Martin made a motion to approve \$10,650 from the fire fund to begin the design process with M&A Architects, and to authorize Chief Baird to sign and return the agreement. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

### **Audience Recognition and Participation**

A resident raised concerns about the timing and consistency of roadside/ditch mowing along the road in front of his property, noting that other jurisdictions mow more frequently. Trustees indicated the road crew mows both sides of the ditch on a regular basis and would follow up.

The same resident asked about a possible business on a subdivided 4.9-acre parcel on Scioto Darby Road (the former Hills Farm property, previously owned by Sid Griffin). No Township action was requested or taken.

### **Big Darby Accord Update**

Anthony Sasson reported on a site visit he helped organize to a stream and wetlands restoration site on Feder Road. Approximately 24 people attended, including several Hilliard council members and staff. The group also visited a comparable restoration site completed roughly 16 years ago at a Metro Park to see how such a site matures over time.

A recurring theme was the importance of setting aside adequate funding up front for land acquisition and long-term restoration/maintenance.

The Big Darby Accord Advisory Panel did not meet this month.

### **Zoning Commission Update**

No formal Zoning Commission update was given. Trustees discussed the upcoming public hearing on the draft zoning resolution, scheduled for August 3, 2026, and agreed to place road signs and send a postcard announcing the hearing.

### **Roads**

Following complaints this year and in years past regarding mowing (including an incident in which the mower struck an underground dog fence), Trustees discussed the need for a written mowing policy describing when and how Township ditches are mowed. Trustee Martin will talk with Don Williams about developing a written policy or procedure for the Township's procedures book.

Trustee Martin noted that the Dever Building parking lot needs to be recoated and will be soliciting contractor quotes; recoating is not expected to be scheduled until fall. Before proceeding, Trustees will first have Tom Janz and Don Williams evaluate reported cracking in the concrete near the building's downspouts, which have been observed discharging significant water during heavy rain, to determine whether that work should happen first.

### **Old Business**

#### **Update on Township Website Evaluation**

Trustees' comments on the redesigned Township website have been compiled and shared with the vendor.

#### **Columbus Micro Systems Electronic Recycling Event**

The electronic recycling event held July 18 went well and was well attended. Trustees discussed potentially combining a future event with a paper-shredding day.

#### **Nature Preserve / Invasive Species Removal**

Invasive species removal work at the Nature Preserve is expected to continue this Friday, weather permitting.

**Noxious Weeds Notice and Process (ORC 5579.06)**

Trustee Sayre shared a draft notice and for identifying and addressing noxious weeds Ohio Revised Code Section 5579.06. Trustee Martin made a motion to approve the notice as written. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

**New Business****Second-Floor Window Cleaning**

Trustees reviewed an estimate of \$150 from Performance Window Wash to clean the second-floor windows (inside and out, including tracks and screens). Trustee Martin made a motion to approve the estimate. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

**Township Hall / Dever Building Entrance Sign**

Trustees reviewed a proposal for a new sign for the Township Hall entrance, ultimately preferring a version reading “Dever Building — Township Hall” by Instant Signs. Trustee Marsh made a motion to approve the sign at \$350. Trustee Martin seconded the motion. Motion passed three AYES, no NAYS. Motion carried. Installation details are being finalized separately; Trustees also discussed adding accent lighting above the sign in the future, after seeing how it looks once installed.

**Duct Smoke Detector Replacement**

Trustees reviewed a \$689.71 estimate (pending parts availability) to replace an obsolete duct smoke detector that shuts down the building's HVAC system when smoke is detected. Trustee Martin made a motion to approve the expense. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

**Hilliard Fiber Network Internet — Three Lanterns**

Curtis, VP of Network Operations for Three Lanterns, presented a proposal to provide fiber internet and phone service to both the Brown Township admin offices and the Dever Building through the City of Hilliard's fiber network. The proposal includes internet and three phone lines for approximately \$189 per month, under a 36-month agreement, with no installation cost to the Township. This would replace the Township's current Spectrum internet and phone service.

Trustee Martin made a motion to proceed with the project and begin the necessary paperwork. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

**Franklin County Commissioners' Hearing Recap — Resolution 0499-26**

Trustees recapped the Franklin County Commissioners' July 14 hearing on Resolution 0499-26, which denied the recommendation of the Rural Zoning Commission of Franklin County (which had recommended denial) and approved rezoning request ZON-26-06. Trustees noted that the resolution to overturn the Rural Zoning Commission's recommendation appeared to have been drafted before public testimony was heard.

Following the hearing, Franklin County Planning Administrator Raimere Fitzpatrick indicated to Township residents that the Township's zoning resolution's “private recreation use” provision (page 53) could allow the proposed sports complex to proceed. Trustee Marsh drafted a letter to Mr. Fitzpatrick clarifying the Township's intent for that provision. Trustee Sayre made a motion to approve sending the letter as written to Mr. Fitzpatrick. Trustee Martin seconded the motion. Motion passed three AYES, no NAYS. Motion carried.

**Adjournment**

With no further business to discuss, Trustee Sayre asked for a motion to adjourn. Trustee Martin made a motion to adjourn the meeting. Trustee Marsh seconded the motion. Motion passed three AYES, no NAYS. Motion carried. Meeting adjourned at 8:14 p.m.

*Signature on File*

\_\_\_\_\_  
Pam Sayre, Chair

*Signature on File*

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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.

