

# RECORD OF PROCEEDINGS



## BROWN TOWNSHIP REGULAR SESSION

Held: January 17, 2011

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The Trustees/ Fiscal Officer of Brown Township convened in regular session from 7:30 P.M. to 9:00 P.M. in the second floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Executive Assistant to the Trustees, Elizabeth Clark called the meeting to order with the following members present:

Mr. Gary Dever	Present	Mr. Ron Williams	Present
Mrs. Pam Sayre	Present	Mrs. Barbara Bloxam	Present 7:45

### **Pledge of Allegiance**

Executive Assistant to the Trustees, Elizabeth Clark, led the Pledge of Allegiance.

### **2011 Officer Nominations**

Executive Assistant to the Trustees, Elizabeth Clark called for the Chair nomination for the year 2011. Trustee Williams made a motion to nominate Trustee Sayre. Trustee Dever seconded the motion. The motion was approved unanimously.

Chair Sayre called for the Vice-Chair nomination for the year 2011. Trustee Williams made a motion to nominate Trustee Dever. Trustee Sayre seconded the motion. The motion was approved unanimously.

### **Approval of Minutes**

Minutes of the financial session meeting held December 13, 2010 were presented and reviewed by the Trustees. Trustee Williams made a motion to approve the minutes. Trustee Dever seconded the motion. The motion was approved unanimously.

Minutes of the regular session meeting held December 20, 2010 were presented and reviewed by the Trustees. Trustee Williams made a motion to approve the minutes. Trustee Dever seconded the motion. The motion was approved unanimously.

### **Fiscal Actions**

Bills were presented for payment. Trustee Dever made a motion to approve the payment of bills. Trustee Williams seconded the motion. The motion was approved unanimously.

January payroll reports were presented for review, discussion and approval. Trustee Williams made a motion to approve payroll as reported seconded by Trustee Dever. The motion was approved unanimously.

The bank reconciliation, bank statements, receipts and expenditure reports for the month of December was presented for review, discussion and approval. Trustee Dever made a motion to approve the bank reconciliation as reported. Trustee Williams seconded the motion. The motion was approved unanimously.

### **Norwich Fire Department Report**

No representative present

### **Beth Clark report**

#### **Town Center Master Plan**

The Town Center Master Plan draft final document is expected to be released for public review around March 1. The document will be posted on the web for public comment and will be the subject of a meeting of the Advisory Committee as well as a public open house and briefings of elected officials.

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It is anticipated that official action will be taken on the plan by the Big Darby Accord Advisory Panel, Franklin County Planning Commission, Franklin County and Prairie Township Rural Zoning Commissions, Columbus Development Commission, Brown and Prairie Township Boards of Trustees, Franklin County Board of Commissioners, and Columbus City Council over the course of the ensuing several months.

### Big Darby Accord Advisory Panel

The Big Darby Accord Advisory Panel met on January 11. There are currently three vacancies on the Panel – two created by resignation (Don Armour and Susan Ashbrook) to be filled by the City of Columbus and one created by the death of Pleasant Township Trustee Keith Goldhardt to be filled by Pleasant Township.

The Panel re-elected Brown Township representative Joe Martin as chair and elected Prairie Township representative Ashley Hoye as vice chair. Franklin County staff serves as secretary. As is required at each year's January organizational meeting, the Panel also adopted by-laws, this time with a correction adding Hilliard as a member jurisdiction.

The Panel also heard presentations on several informational items: (Handout materials from the meeting are available at the Trustees' table.)

### *Battelle Darby Metro Park Nature Center – Steve Studenmund and Larry Peck, Metro Parks and Mark Kline, Kinzelman Kline Gossman*

Construction of the \$5 million, 14,000 square-foot nature center will begin in May or June and is scheduled to be complete by August 2012. It is slated for \$300,000 worth of exhibits. 300,000 to 400,000 visitors are expected each year. It was also noted that the introduction of bison at Battelle Darby is expected with six bison later this month.

### *Town Center Master Plan – Lee Brown, Franklin County*

Lee provided a summary of the process and major recommendations of the proposed Town Center Master Plan and outlined the process that will be used for public review and potential adoption.

### *Trabue-Roberts Area Plan – Kevin Wheeler, City of Columbus*

Kevin reviewed the proposed area plan which includes territory within the Big Darby Watershed and within the boundaries of the Big Darby Accord. All recommendations in this area plan for territory within Accord boundaries are entirely consistent with those in the Accord.

### *Hilliard Comprehensive Plan Update – Butch Seidle and John Talentino, City of Hilliard*

Butch and John briefly reviewed handout materials provided to Panel members. Butch indicated that the plan update is consistent with the Big Darby Accord and consistent with Hilliard's sewer agreement with the City of Columbus. The Big Darby subarea of the plan update emphasizes the potential for innovation. The update is expected to go to Hilliard City Council for adoption in late summer or early fall after a public review process. Hilliard staff indicated there will be a need to prepare development standards corresponding to the Comprehensive Plan Update provisions.

### *Review of Development Cases Heard by the Panel – Lee Brown, Franklin County*

Lee reviewed the status in each jurisdiction of cases heard by the Panel.

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The Panel also discussed the idea of inviting Hilliard staff back to a later meeting to brief the group on the results of Hilliard cases that have been heard by the Panel.

### Conditional Use and Variance Application, 3191 Amity Road

The property owner at 3191 Amity Road has filed an application for a conditional use and variances in order to construct a wind energy system on a lattice tower within the Big Darby Creek Watershed Riparian Setback and within the floodway fringe. The case was tabled at the December 20 Board of Zoning Adjustment and is scheduled to be heard at the January 18 meeting. The variances involve the construction of a lattice tower instead of the zoning resolution's required monopole and location in the riparian setback and floodway fringe.

### Coming Events:

- Big Darby Accord Working Group, 9 a.m., January 19, Lazarus Building
- Open Space Advisory Council, 9 a.m., January 20, MORPC

### Franklin County Sheriff Report

A representative from Franklin County Sheriff's office reported a break-in on Walker Rd. that followed the same patterns of other break-ins in the area.

A kidnapping incident that began at Tuttle mall resulted in a shooting on Langton Rd. Further reports will follow after gathering more information.

An audience member reported citizen complaints about missing Christmas lights. The Sheriff asked the resident to call and request an officer. It was also suggested to contact the Block Watch Captain in the area.

### Audience Participation

Resident Todd Espenscheid asked if Brown Township owned the equipment used to maintain roads and ditches. Trustee Dever informed him the township owns a dump truck, snow plow equipment, and a road mowing tractor. He shared the township is responsible to maintain 6.2 miles of roads.

An audience member questioned the validity of an existing turbine close to his property. Trustee Dever reported the meets zoning requirements as far the height is concerned.

Gary Budzak from This Week Newspaper was in attendance to gather information for a news article about the township.

Mike Harrold requested a report of expenses and receipts of the township for the past ten years. Fiscal Officer Bloxam acknowledged and requested contact information.

Chair Sayre asked if there were any more questions or information to share. There were none. She then shared as Chair she will ask if audience members want to ask questions or make comments, to please do after the Trustees conclude with their discussions. She noted the audience will then be asked for comments or questions and if so raise your hand to be recognized. Trustees Dever and Williams approved of the request.

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### **Scheduled Agenda Items**

#### **Hiring employees and setting salaries:**

Scott Dever - Trustee Williams made a motion to re-hire. Chair Sayre seconded the motion. Trustees Williams and Sayre approved the motion. Trustee Dever abstained.

Scott Dever - Trustee Williams made a motion to increase hourly rate from \$18.00 to \$20.00. Chair Sayre seconded the motion. Trustees Williams and Sayre approved the motion. Trustee Dever abstained.

Don Williams - Trustee Dever made a motion to re-hire. Chair Sayre seconded the motion. Trustees Dever and Sayre approved the motion. Trustee Williams abstained.

Don Williams - Trustee Dever made a motion to increase hourly rate from \$18.00 to \$20.00. Chair Sayre seconded the motion. Trustees Dever and Sayre approved the motion. Trustee Williams abstained.

Glenn Elfrink - Trustee Williams made a motion to re-hire. Trustee Dever seconded the motion. The motion was approved unanimously.

Glenn Elfrink - Trustee Dever made a motion to increase hourly rate from \$14.00 to \$20.00. Trustee Williams seconded the motion. The motion was approved unanimously.

Gene Hicks - Trustee Williams made a motion to re-hire. Trustee Dever seconded the motion. The motion was approved unanimously.

Gene Hicks - Trustee Williams made a motion to increase township road mowing hourly rate from \$15.00 to \$17.00. Trustee Dever seconded the motion. The motion was approved unanimously.

Gene Hicks - Trustee Williams made a motion to increase mowing township property from \$150.00 to \$180.00 per event. Trustee Dever seconded the motion. The motion was approved unanimously.

Elizabeth Clark - Trustee Williams made a motion to re-hire. Trustee Dever seconded the motion. The motion was approved unanimously.

Elizabeth Clark - Trustee Williams made a motion to maintain the existing hourly rate of \$32.00 due to an increase received last year.. Trustee Dever seconded the motion. The motion was approved unanimously.

**Inventory** - To be re-scheduled for the February meeting.

### **Old Business**

Norwich Contract - Fiscal Officer Bloxam presented detail of payment to Norwich Township resulting in the amount of \$278,407.69 for the second half of 2010.

Loveland and Brosius agreement - Trustee Williams moved to approve 30,000.00 to be appropriated for 2011. Trustee Dever seconded the motion. The motion was approved unanimously.

Web based email- Trustee Williams moved to approve contracting with RackSpace to provided web based email. Trustee Dever seconded the motion. The motion was approved unanimously.

Record Retention Schedule- To be presented and discussed at February meeting.

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**New Business**

Winter Conference- Trustee Dever moved to approve up to \$200.00 for expenses to attend. Trustee Williams seconded the motion. The motion was approved unanimously.

Policies- Credit card- There are no credit cards issued at this time although a policy should be implemented.

Travel expense- Current IRS rate is \$ .51 per mile.

Cellular phones- There are no cellular phones issued at this time although a policy should be implemented.

Dump Truck- Trustee Dever reported the City of West Jefferson may be interested in purchasing. Discussions followed regarding an acceptable amount. Further discussion will follow. Trustee Dever will contact Center City of an updated quote and delivery of the purchase of a new truck for the winter of 2011.

Trustee Dever reported the fire extinguisher is missing from the kitchen at the township hall. Fiscal Officer Bloxam will get a replacement.

Chair Sayre opened the meeting for further audience discussion. A question was raised regarding high speed internet availability within the area. Another audience member reported he is using Clear Channel at a cost of \$45.00 per month.

**Adjournment**

With no further business, Chair Sayre asked for a motion to adjourn. Trustee Dever made a motion to adjourn the meeting. Trustee Williams seconded the motion.

Votes were: Mrs. Pam Sayre, Aye; Mr. Gary Dever, Aye. Mr. Ron Williams, Aye.

The meeting was adjourned at 9:00 P.M.

Pamela Sayre  
Mrs. Pam Sayre, Chair

Barb Bloxam  
Mrs. Barb Bloxam, 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.