

# RECORD OF PROCEEDINGS



## BROWN TOWNSHIP REGULAR SESSION

Held: April 17, 2017

The Trustees convened in regular session on Monday, April 17, 2017 from 7:00 p.m. to 8:33 p.m. in the second floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Chair Joseph Martin called the meeting to order with the following members present:

|                  |         |                   |         |
|------------------|---------|-------------------|---------|
| Ms. Pamela Sayre | Present | Mr. Joseph Martin | Present |
| Mr. Gary Dever   | Present | Mr. Gregory Ruwe  | Present |

Also in attendance:

Ms. Elizabeth Clark (Executive Asst. to the Trustees) and Ms. Barbara Hoover (Clerical Asst. to the Trustees.)

### Approval of Minutes

Trustee Sayre made a motion to approve the Minutes of the March 20, 2017 Regular Session. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

### Fiscal Actions

Bills were presented for payment. Trustee Dever made a motion to approve the payment of bills. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

The Trustees previously reviewed the April 2017 payroll report. Trustee Sayre made a motion to approve the payroll report. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

The Trustees previously reviewed the bank reconciliation and the supporting financial reports for the month of March 2017. Trustee Dever made a motion to approve the bank reconciliation. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

### Franklin County Sheriff Report

Deputy Alena Griffin was in attendance. She reported that during the period March 16, 2017 through April 13, 2017, there were two new FCSO reports filed for residences in Brown Township. One was for criminal damaging and the other for menacing. Deputy Griffin also reported that the automobile reported stolen and later recovered at the last meeting had actually been set on fire and abandoned after the theft. The vehicle was not salvageable.

### Norwich Fire Department Report

Battalion Chief Chris Grile and Lieutenant Nick Lantz were in attendance. Chief Grile presented the Incidents Report for March 2017. During March, there were (12) EMS runs and (3) Fire runs in Brown Township. Chief Grile then reported that he is happy to report that there were no fire or property losses in the Township resulting from those runs during the period. Chief Grile then described the new NTFD program "Focus Hilliard."

Focus Hilliard is a revolutionary and innovative project that incorporates all the non-emergency duties performed by the Norwich Township Fire Department. The goal of Focus Hilliard is to provide interactive opportunities that create a safer community and positively influence the quality of life. Focus Hilliard programs include:

- New Parent Program - Safety education for new parents
- Car Seat Installation - Car seat installation by appointment

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Fire Safety Education - Safety courses for all ages  
CPR/AED Education - CPR courses and certification  
Specialized Care Registry - Delivering specialized care to enrollees  
Home Fire Prevention - In-home fire safety inspections  
Welcome Home Initiative - Outreach engagement for new residents  
Integrated EMS - Personal, in-home social care and integrated EMS

### Beth Clark's Report (Submitted)

#### BIG DARBY ACCORD WORKING GROUP

At a March 22 meeting of the Big Darby Accord Working Group, representatives of the City of Columbus and Franklin County stated the opposition of those jurisdictions to the concept of exploring another entity to provide utility services to conservation developments in the Accord area. Columbus' stated objections included a long-standing policy of moving toward consolidation of systems, a lack of interest in rescuing systems in the future, and a view that the Town Center is not financially viable and utilities are too expensive for small developments.

#### 3508 WALKER ROAD

The zoning compliance application for a new use at 3508 Walker Road has been denied by the Franklin County Economic Development and Planning Department based on a variety of deficiencies identified by the technical agencies as well as development standards not being met. A revised proposal or an application for conditional use/variance would be necessary to proceed.

#### RECORDS MANAGEMENT

Barbara Hoover and I, working with the Records Retention Schedule and in consultation with Greg Ruwe, organized and streamlined paper documents in the store room. Barbara is continuing that work.

#### SWACO

At Trustee Sayre's request, I attended a meeting on April 10 at SWACO on the Solid Waste Management Plan and its approval process. The Plan is available on SWACO's website. A public comment period extends from April 22 to May 22 with a public hearing on May 31 at SWACO. The community ratification process runs from August 1 to October 31, during which time the City of Columbus, the Franklin County Commissioners, and legislative bodies representing 60% of the population served by SWACO must approve the plan.

Questions on the plan can be directed to Kyle O'Keefe, director of innovation and programs at SWACO. He can be reached at 614-801-6412 or [kyle.okeefe@swaco.org](mailto:kyle.okeefe@swaco.org). He is also available to attend a Board of Trustees meeting.

#### WEBSITE CONTENT REVIEW

I have made some progress on the website content review, but not enough to present the Board with my questions and recommendations. I hope to be able to do that within a couple of weeks.

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### TOWNSHIP POLICY MANUAL

On the April 17 agenda is consideration of an addition to the Township Policy Manual – one dealing with rules for public comment at Board of Trustees meetings. This arose out of a presentation at the Ohio Township Association Winter Conference. Following that is consideration of readopting the Township Policy Manual as a whole.

### HOUSE BILL 69

Representative Bob Cupp of Lima has introduced a bill in the Ohio House that would exempt some township fire and EMS districts from municipal Tax Increment Financing. The State and Local Government Committee held a hearing March 15 at which there was proponent testimony from the Ohio Township Association, representatives of Plain, Norwich, and Jackson Townships, and a representative of the Violet Township Fire Department. No opponent testimony was offered. News reports indicate that Norwich Township has passed a resolution in support of the bill and that Hilliard Mayor Don Schonhardt opposes it.

No additional hearings have yet been scheduled, but the General Assembly is on break this week, with committee schedules to be released later in the week.

### NEWSLETTERS

The Spring newsletter is at the printer. Ideas so far for the Summer newsletter are the usual Public Safety summary, a feature on Jonathan Alder, and a Time-Warner update, if one is available. Additional ideas are needed.

### Scheduled Agenda Items:

None scheduled.

### Audience Participation:

Three members of the Krishna Temple that has acquired and plans to build a new temple on property they own on Walker Rd. were in attendance, including Dr. Gupta, their minister. Dr. Gupta explained that the paperwork they filed for commercial zoning is preliminary and they know changes will be made before the application can be approved. He explained that 2017 and 2018 will be fundraising years while they await approval. Dr. Gupta does not anticipate construction to begin until approximately 2019. The Board conversed with the representatives regarding their plans, including the 72' dome on top of the structure. Communication between the Temple members and the Board will continue now that introductions have been made. The groundskeeper of the Walker Rd. property was also in attendance.

A new resident of Brown Township who now owns six acres in the Amity-Roberts Roads area attended. He explained that his property contains two acres of wetlands and he seeks advice concerning compliance with regulations related to the wetland. After discussion, it was recommended that he seek specific advice from Franklin Soil and Water Conservation District.

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### Old Business

#### HVAC Preventive Maintenance Contract

After discussing the information obtained from other HVAC contractors, the Board decided to continue our current Preventive Maintenance Agreement with Atlas Butler.

#### Morris Road Drainage Ditch Blockage

Trustee Dever reported that Brady Koehler met with the resident on Morris Road who filled in his drainage ditch without first installing a drain tile. Trustee Dever has been unable to contact Mr. Koehler for a status update. Trustee Martin will attempt to stop and speak with the resident. The Board wishes to make sure that the drainage issue is corrected before Strawser Construction resurfaces Morris Road in May or June.

### New Business:

#### House Bill 69 – re TIF Financing

Executive Assistant Clark will contact Norwich Township and request a copy of their Resolution supporting HB 69 if one was enacted.

#### Ohio Medical Marijuana Issues

The Ohio Department of Commerce will soon begin accepting applications for 24 qualified cultivator licenses that will be awarded based upon reviews of the applications to begin in July. The 24 licenses will be split between 12 smaller Level II sites and 12 larger Level 1 sites. Executive Assistant Clark will monitor developments and contact relevant officials to keep the Board apprised as to any action(s) the Township needs to take in regards to this issue.

#### Proposed Rules for Public Comment

Executive Assistant Clark presented titled “Brown Township – Rules for Public Comment.” A discussion was held regarding adopting the rules contained in the document for implementation at Brown Township Public Meetings and make it a part of the Policy Manual. Trustee Dever made a motion to adopt the Rules for Public Comment as listed in the presented document. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

#### Township Policy Manual

Executive Assistant Clark reported that aside from the Proposed Rules for Public Comment policy, there have been no other additions to the manual since last year. She recommended that the Board readopt the manual with the addition of the one Public Comment policy approved earlier. Trustee Sayre made a motion readopt the policy manual with the new policy included. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

#### Records Retention Policy

Executive Assistant Clark reported that the Township’s Record Retention Policy was readopted by the Brown Township Local Records Commission at a meeting held earlier in the evening. The Township has an ongoing records review in process to determine which if any records can/should be destroyed.

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### Prior Mound System Area

Trustee Dever suggested that the now abandoned mound from the prior system be seeded with grass to facilitate upkeep. Shrubs or trees could be planted later in the fall if a windbreak in that area is deemed advisable. Trustee Sayre made a motion have Earthcraft Landscaping seed the old mound with grass. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye, Martin: aye. Motion approved.

### Adjournment

With no further business, Chair Martin asked for a motion to adjourn. Trustee Dever made a motion to adjourn the meeting. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Dever: aye. The meeting was adjourned at 8:33 p.m.



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Joseph Martin, Chair



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Gregory Ruwe, 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.

