

# RECORD OF PROCEEDINGS



## BROWN TOWNSHIP REGULAR SESSION

Held: January 17, 2022

The Brown Township Board of Trustees convened in regular session on Monday, January 17, 2022 from 7:00 p.m. to 8:25 p.m. in the second floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Fiscal Officer Becky Kent called the meeting to order with the following members present:

Ms. Pamela Sayre	Present	Mr. Joseph Martin	Absent
Mr. Gary Dever	Present	Ms. Becky Kent	Present

Also in attendance was Barbara Hoover, Assistant to the Trustees.

### Nominations for 2022 Trustee Chairs

Fiscal Officer Becky Kent asked for nominations for the 2022 Chair of the Brown Township Board of Trustees position. Trustee Sayre nominated Trustee Gary Dever for the Chair position and made a motion for his appointment. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye. Motion approved.

The meeting was then turned over to Chair Dever who asked for a nomination for the position of Vice-Chair. Trustee Dever nominated Trustee Joseph Martin for the Vice-Chair position and made a motion for his appointment. Trustee Sayre seconded the motion. Voting results: Sayre: aye, Dever: aye. Motion approved.

### Approval of Minutes

Trustee Sayre made a motion to approve the minutes of the December 20, 2021 Regular Session and December 23, 2021 Special Meeting. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye. Motion approved.

### Fiscal Actions

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

The Trustees previously reviewed the January 2022 payroll report. Trustee Sayre made a motion to approve the payroll report. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye. Motion approved.

The Trustees previously reviewed the bank reconciliation and the supporting financial reports for the month of December 2021. Trustee Sayre made a motion to approve the bank reconciliation. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye. Motion approved.

### Sheriff's Report

Brown Township's Community Liaison, Deputy Haren, was not present for the meeting but sent in a report. He provided a summary of Brown Township calls for 12/21/2021 – 1/17/2022. Total calls for service during the period were 45. There were 9 reports taken and 5 citations issued.

### Norwich Fire Department Report

Fire Chief Baird and Captain Evans were present. During December 2021, there were (26) EMS runs and (4) Fire runs in the unincorporated areas of Brown Township. There was also (2) EMS runs and (2) Fire runs in the incorporated area of the Township.

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Fire Captain Evans gave a report on the recent septic system issues at Station 82. He also shared a quote for a contract with Air Force One which is the HVAC company Norwich uses. Trustee Sayre suggested the Township Hall HVAC be added to the quote. The contract will be revisited in February after it is quoted.

Fire Captain Evans shared that Norwich is close to switching to Hamrick Fire Systems, LLC from Koorsen for fire sprinkler, extinguisher, and alarm inspections. Hamrick Fire Systems, LLC is a local company and will save the township money.

Fire Chief Baird informed the board that Station 82 will eventually need to be expanded because it is tight for the number of people who are stationed there. A new medic has been ordered for Station 82.

### **Tracy Hatmaker's Report (submitted)**

I last exchanged messages with Mike Schadek on Friday. He reported that the City of Columbus and Franklin County agree on the need for a BDAWG meeting, but that he and Matt Brown are still trying to get together to schedule one.

### **2022 Salary & Wage Review**

Per ORC Sections 505.24 and 507.09, township trustee and fiscal officer salaries are based on the annual budget of the township. Officers receive salary increases after re-election. For 2022, the Township's Budget is greater than \$3.5 million. Trustee Sayre will receive \$14,091.96, Trustees Dever and Martin will receive \$14,588.04, and Fiscal Officer Kent will receive \$24,222.

Trustee Sayre made a motion to increase the Road Crew and Snow Plow Drivers to \$30 per hour. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye. Motion approved.

The Clerical Assistant to the Trustees salary will be reviewed January 2023. The fee to mow the township building acreage will be reviewed in February 2022 when Trustee Martin is present.

### **2022 Benefit Review**

The Board reviewed the current benefit policies for the Board members. These consist of the Health Insurance Premium Reimbursement Plan, Dental Insurance with Delta Dental, and a Group Life Policy with Morgan White. Trustee Sayre made a motion to keep the benefits as they stand. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye. Motion approved.

Fiscal Officer Kent requested that the Officers provide documentation of their 2022 Health Insurance Premium rates soon if they have not already done so.

### **Audience Participation**

Melissa Brinkerhoff was present for the meeting. She gave a report on the recent in-person Big Darby Accord panel. She mentioned that when they approve with conditions, the conditions are not always met and there isn't any follow up to verify the conditions have been met. She also wanted to praise the Brown Township employees that take care of the roads in winter.

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### Newsletter

Spring 2022 newsletter article submission deadline is March 15.

### Roads

Trustee Martin is waiting for a date to ride the Township Roads with the FCEO.

Trustee Dever reported that the Langton Road issues have been taken care of.

Trustee Sayre mentioned that there is a utility wire on Creek Road sagging.

### Old Business

#### Township Hall

Barbara Hoover is trying to find someone to haul the old broken chairs away, then the new ones can be ordered. She gave a report on the recent Township Hall rentals.

#### Hallway Drinking Fountain Replacement

Fiscal Officer Kent will contact Chief Warren to see if they have a vendor who can quote removing the drinking fountain in the upstairs hallway. This will be replaced with a hot/cold water cooler as well as putting one downstairs for the firemen if they want.

### New Business

#### Annual Insurance Plan review

The Trustees decided to request an insurance plan update be sent via email and ask Sharon Doughty join a Zoom meeting to answer questions.

#### City Meeting

Trustee Martin invited the other trustees to attend future City of Hilliard meetings.

#### New Structure on Beech/Amity Road

Trustee Martin discussed a new structure on Beech/Amity Road that may not be complaint with zoning. He will contact Matt Brown to see how to proceed.

### Adjournment

With no further business, Trustee Dever asked for a motion to adjourn. Trustee Sayre made a motion to adjourn the meeting. Trustee Dever seconded the motion. Voting results: Sayre: aye, Dever: aye. Motion approved. The meeting was adjourned at 8:25 p.m.

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\_\_\_\_\_  
Gary Dever, Chair  
*JOSEPH T. MARTINS VICE 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.