

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held July 10, 2018

The Brown Township Trustees met on this date at 7:02 PM in regular form with Trustees Cole, Miley and Stegner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman, Cemetery Sexton Donna Cackler, Zoning Inspector Susan Kuba and Guests Larry Beard and John Harvey

Vice Chairman Stegner led the Pledge of Allegiance.

Trustee Miley made a motion to approve the July 10, 2018 agenda as amended. Trustee Stegner seconded. Motion passed.

Trustee Stegner made a motion to approve the June 12, 2018 regular meeting minutes as presented. Trustee Miley seconded. Motion passed. Fiscal Officer Link noted that for the June 26, 2018 meeting, there was not a quorum and therefore an official meeting or minutes were presented.

Fiscal Officer's Report:

Fiscal Officer Peggy Link reported that the First Commonwealth checking account balance is \$87,985.81 and earned \$29.37 in interest. Star Bank balance is \$1,233,824.45 and earned \$2,004.53 in interest and StarPlusOhio balance is \$0. She passed around the timesheets to be reviewed and signed and the reconciliation checklist for signature and approval for June, 2018. Fiscal Officer Link noted that due to an emergency, Road Superintendent Gladman need to have Ridge way Contracting come to fix the garage door that was stuck open. The cost exceeded Mr. Gladman's allotment. Fiscal Officer Link obtained verbal approval from the Trustees and therefore went ahead and made the purchase. Trustee Miley made a motion to approve having Ridge Way Contracting repair the garage door from funds 1000-120-323-0032 Repairs & Maintenance-Maintenance Garage fund for \$1500. Trustee Cole seconded. Motion passed.

RESOLUTION – 2018-07-10-01 APPROVE HAVING RIDGE WAY CONTRACTING REPAIR THE GARAGE DOOR FROM FUNDS 1000-120-323-0032 REPAIRS & MAINTENANCE-MAINTENANCE GARAGE FUND FOR \$1500

Vote: Stegner Aye Cole Aye Miley Aye

Public Participation:

Resident Larry Beard addressed the board regarding recent complaints regarding two combines that were supposedly in the right-of-way on a property on Howard Road which was creating an issue with not being able to see down the road. Trustee Miley indicated that he spoke with Trustee Stegner and decided there was no reason to move forward with pursuing the complaint since there was no violation.

Resident John Harvey is new to the township and noted that he was aware that the township received a donation and that he was a brick mason. He shared that the brick piers were not done correctly and that he offered to do the repairs for the cost of time and material. Trustees informed Mr. Harvey that Mr. Sheets wish was to have the piers rebuilt and the contractor building the hall was not comfortable doing this without damaging the piers. The Trustees are not ready to do anything with these yet.

Zoning:

Zoning Inspector Kuba presented her written report and conducted a discussion. Zoning Inspector Kuba shared that the comprehensive plan was moving along well. The group went over the first 6 chapters and there were not a lot of changes. Trustee Cole asked about Chris Thompson's continued build-up of junk being left on the property. Trustee

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| | <p>Miley has indicated he talked to him on the phone. Trustee Stegner conducted a discussion on how to approach the Gott issue in how to get them to respond to the pole building permit needed. Trustees and Zoning Inspector agreed we will not issue paperwork for a building permit for the house until the pole building issue is also dealt with. Trustee Miley shared that the Couch property driveway issue has been resolved and they have been given approval to fill in and it will be up to code.</p> <p>Road Superintendent: <i>July list of things to be done.</i> Complete road inspection Mow Gravel alleys and cemetery drive</p> <p><i>List of extra things to be done depending on weather and time.</i> LED light changeover in Shop</p> <p><i>Things done since the June Trustee Meeting.</i> Mow Road inspections Finished headstone footers Two funerals Checked on road sign damage & made temporary repairs on Howard Rd @ Hogback Rd Sprayed Streets, alleys, GMC drive, and mulch beds Installed two NO PARKING ON GRASS signs @ Park Remove three stumps for new plantings in mulch bed @ GMC Buried concrete from new Hall driveway redo</p> <p><i>Things to pass on.</i> Grant surgery July 30 Hole in New Hall parking lot (possibly a motorcycle kickstand)</p> <p>Road superintendent Gladman went over his report. He shared that the Howard Road and Hogback signs were going to be replaced. Trustees and Mr. Gladman had a discussion regarding the No Parking on the grass sign at the ball park. Trustee Miley and Mr. Gladman have both spoken to a dogwalker that parks on the grass as well as doesn't clean up after his dog. Mr. Gladman discussed with Trustees the issue with the blacktop along the west side of the building and looks like a motorcycle kickstand might have created a hole in the parking lot. We will monitor that. Fiscal Officer Link shared that she received an email from Mr. Tallman that indicated he would be interested in the weedeater/laborer position but she cannot find his resume. She will share that with Trustees as soon as she locates it.</p> <p>Roads: Trustee Miley gave a brief update on the road improvements for this summer. Howard Road was finished and Veley Road is not quite done. The fog seal seems to not be as good as in the past. Doug Reidel has not heard any complaints. Mr. Cea is supposed to contact Doug Reidel regarding his culvert. This item can be removed from the agenda. Brian Alkire has been advised to talk to Janis Fraker regarding the culvert issue. This item can also be removed from the agenda. Sherry Chambers has contacted Trustees regarding Cackler Road area that needs some additional gravel. Mr. Gladman will take care of this.</p> | |

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Held July 10, 2018

Cemetery:

Cemetery Sexton Cackler gave a brief update. She received a call from Bill Fleming giving praise to the cemetery crew for a nice job.

Fire Department:

Trustee Miley shared his report. Fiscal Officer Link noted she had not received a copy via email and only received a copy at the meeting upon request. Trustee Miley gave a brief update. Trustee Miley shared they are considering paying the loan off early and they are still working through that.

Old Business:

Trustee Miley received an updated contract from Mark Fowler. Trustees were ok with the changes and Fiscal Officer Link will get the contract updated on the website and Trustee Miley will share this with Housekeeper Hedrick. This item can be removed from the website.

Trustee Cole purchased the bushes and trees for the cemetery and they have already been planted.

Trustee Miley asked if Trustees had time to review the memorial replacement bushes/trees. Trustee Stegner suggested that Trustee Miley go ahead and make a recommendation.

Trustee Cole shared that he has had several conversations with Gary Skinner regarding the fill dirt. It appears that in order to get the fill it will cost us. Trustee Cole will follow up at the next meeting with more details.

Fiscal Officer Link shared the latest on the trash vouchers for clean up days. The total costs to the township was \$287.04.

New Business:

Trustee Miley has contacted Parson's equipment to give a demo with the berming machine and he wanted to make sure Trustees were still wanting to pursue this. Trustee Miley has contacted several other townships and it appears there is some interest. They would do the demo on Harris Road.

Trustee Miley shared an email regarding a situation with the baseball league. Fiscal Officer Link had not received a copy and asked for one for the records. Trustees are not going to get involved since it has nothing to do with the township.

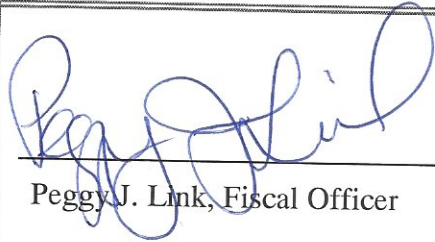
Trustee Miley made a motion to release Warrants #19790-19808 for \$9,037.71. Trustee Stegner seconded. Motion passed. Trustees also signed purchase order #9-2018 Oakland Nursery for \$900.00

Trustee Miley made a motion to adjourn. Trustee Cole seconded. Motion passed. Meeting was adjourned at 8:09PM


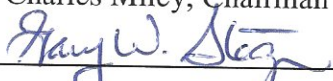
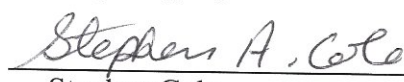
RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held July 10, 2018


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman

Gary Stegner, Vice Chairman

Stephen Cole

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held July 24, 2018

The Brown Township Trustees met on this date at 6:00 PM in regular form with Trustees Cole, Miley and Stegner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman, and Guest Jeff Tallman

Trustee Stegner made a motion to approve the July 24, 2018 agenda as amended. Trustee Cole seconded. Motion passed.

Chairman Miley led the Pledge of Allegiance

Fiscal Officer's Report:

n/a

Public Participation:

n/a

Roads:

Road Superintendent Gladman shared that Hogback Road had been tarred and chipped over the grader patch. Kelly McMaster is also complete. The inside curve will need bermed. Trustees also briefly discussed the Sheriff's office contacting them at 4:41 am for a small branch in the road. Mr. Gladman reported it had been moved.

Old Business:

Trustee Cole has talked to Gary Skinner regarding fill for the cemetery. They have fill available in Oxford Township available free as long as we haul. Road Superintendent Gladman has a need for the fill. Trustees cautioned Mr. Gladman to only haul what we need.

Trustee Miley is trying to get a berming demo scheduled. He should be able to share information at the next meeting.

The Chamber's house berm on Cackler Road has been done. Ms. Chamber's thanked Road Superintendent Gladman.

New Business:

Trustees discussed the hall rental from Alum Creek Mennonite Church on July 15th. Kristine Hedrick shared photos that showed someone had written on the walls, the window ledge and scuff marks to the floor. Trustee Stegner made a motion to only return \$50 of their deposit and write a letter to indicate such issues and that future usage could be in jeopardy. Trustee Cole seconded. Motion passed.

Trustee Stegner also presented that Ms. Hedrick had a township resident inquire about using the old hall for a mom and me Zambeze class as a business. Trustees discussed concerns with such rental. Trustee Miley made a motion to charge \$50/week for rental for a business at the old township hall. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2018-07-24-01 TO CHARGE \$50/WEEK FOR RENTAL FOR A BUSINESS AT THE OLD TOWNSHIP HALL.

Vote: Stegner Aye Cole Aye Miley Aye

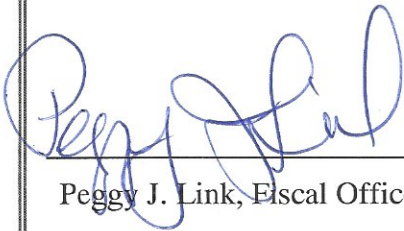
RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held July 24, 2018

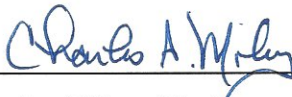
Lastly, Trustees met with Jeff Tallman to discuss his interest in the Maintenance/Laborer position available in the township. Mr. Tallman shared his background and resume. He shared he was on disability and could only make a certain amount of money. He was ok with part-time work and no benefits since he already has benefits. He cannot make more than \$850/month. Road Superintendent Gladman shared the job duties. Trustee Miley shared that Mr. Tallman would need to comply with the zoning issues and needs to clean up his property. He rated his welding skills at a 6 out of 10. Trustee Miley asked Mr. Tallman for references and then if the references come back acceptable the Trustees will move forward with a decision at our next meeting on August 14th.

Trustee Cole made a motion to adjourn. Trustee Miley seconded. Motion passed.
Meeting was adjourned at 6:45 PM

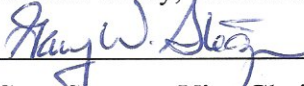


Peggy J. Link, Fiscal Officer

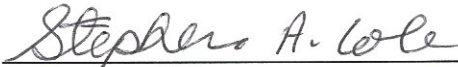
Trustees



Charles Miley, Chairman



Gary Stegner, Vice Chairman



Stephen Cole

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held August 14, 2018

The Brown Township Trustees met on this date at 7:00 PM in regular form with Trustees Cole, Miley and Stegner, Fiscal Officer Peggy Link, Zoning Inspector Susan Kuba, and Guests Larry Beard, Dave Knowlton and Chris Thompson

Trustee Stegner made a motion to approve the August 14, 2018 agenda as amended. Trustee Cole seconded. Motion passed.

Chairman Miley led the Pledge of Allegiance

Trustee Miley made a motion to approve the July 10, 2018 and July 24, 2018 regular meeting minutes as presented. Trustee Stegner seconded. Motion passed.

Fiscal Officer's Report:

Fiscal Officer Peggy Link reported that the First Commonwealth checking account balance is \$180,438.49 and earned \$20.15 in interest. Star Bank balance is \$1,235,966.27 and earned \$2,141.82 in interest and StarPlusOhio balance is \$0. She passed around the timesheets to be reviewed and signed and the reconciliation checklist for signature and approval for July, 2018. Fiscal Officer Link shared that she received a replacement check from Alum Creek Mennonite Church to cover the damage and extra cleaning from their hall rental. Housekeeper Kristine Hedrick reported that Charles Sheet and Angela Barrow's rental was clean and we could return the deposit check. Fiscal Officer Link shared that the tax table was not corrected updated which is why folks are not noticing as much taxes coming out. Folks could submit a request to have additional money taken out if they chose. Fiscal Officer Link also shared that she will either be late or not in attendance at our October 9th meeting because she will be out of town on a business trip.

Public Participation:

Health Department Rep Dave Knowlton shared several programs the Health Department has going on. He shared that new residents receive a letter outlining services they offer; trash collection date, surveys were sent out to residents 55 and over; car seat checks in Ashley; and lastly newborn and prenatal checks and children with medical handicaps.

Baseball Association Chris Thompson stopped by the meeting to share that baseball season is over. The dumpster and port-a-pots service has been discontinued. Trustee Miley asked about a pile of gravel being moved to behind the concession stand so we could grow some grass. Mr. Thompson indicated that it would be better if it could be moved to inside the fence close to between both fields. Mr. Thompson shared he will be stepping down from the association.

Mr. Thompson also asked to discuss his property. His first conversation regarding issues was last fall. He indicated that scrap prices were down and he couldn't afford to take off work to take scrap in. He has taken several loads in and Zoning Inspector Kuba indicated she could see a difference. He wondered if his name been drawn out of a hat. Trustees did not indicate any concern.

Zoning Inspector:

Zoning Inspector Kuba shared a written report. Scott Sanders forwarded email from a residence in regards to the comprehensive plan he received. Ms. Kuba shared that Scott has not received many responses. Ms. Kuba indicated that Chapter 10 will probably see the most changes as it is the "meat" of zoning. Ms. Kuba has denied an agricultural exempt permit for Mr. Diconzo's property. She has advised him of ways to change his property in order to revisit this.

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Minutes of Brown Township Trustees Meeting

Held August 11, 2018

Roads:

Road Superintendent Gladman was absent from the meeting. Trustee Miley discussed posted roads and Trustees agreed not to post any roads.

Cemetery:

Cemetery Sexton Cackler was absent.

Fire Department:

Trustee Miley shared a report. August 4th was Touch a truck. The Farm Tour will be held this Saturday from 12:30-4:30. The fire department received a grant for a side scan sonar. This year is the 70th anniversary and will be celebrated around the 3rd week of October.

Old Business:

Trustee Miley shared that he is working on mapping out the memorials trees. He went to the veterans administration to do research. Trustee Miley wondered if they wanted to identify trees with a memorial stone or marker. Trustees decided to identify the tree by a map located in the hall.

Trustee Cole had no update for the fill dirt.

Trustee Miley is still working to gather interest in a berming demo with Parson's equipment.

Trustee Miley shared that he had no update regarding the road worker.

New Business:

Trustees briefly discussed playground equipment. Trustee Stegner will look into this further.

Trustee Miley made a motion to release Warrants #19800-19849 for \$16,136.91. Trustee Stegner seconded. Motion passed.

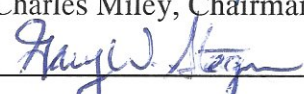
Trustee Miley made a motion to move into Executive Session to discuss personnel issues. Trustee Cole seconded. Roll call was taken: Cole: aye Miley: aye Stegner: aye. Motion passed. Trustees returned back on record at 7:50 pm

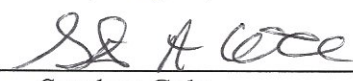
Trustee Miley made a motion to adjourn. Trustee Stegner seconded. Motion passed. Meeting was adjourned at 7:54 PM


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman


Gary Stegner, Vice Chairman


Stephen Cole

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held August 28, 2018

The Brown Township Trustees met on this date at 6:00 PM in regular form with Trustees Miley and Stegner, Fiscal Officer Peggy Link, Housekeeper Kristine Hedrick

Trustee Stegner made a motion to approve the August 28, 2018 agenda as amended. Trustee Miley seconded. Motion passed.

Chairman Miley led the Pledge of Allegiance

Fiscal Officer's Report:

n/a

Public Participation:

n/a

Zoning Inspector:

Trustee Miley shared that the zoning inspector had received several phone calls regarding Bruno's property in Kilbourne.

Roads:

Trustee Miley shared that September 13th is being planned for the berming demo. Trustee Miley also brought up road inspections for this fall. He set the date for September 12th at 9:30 am with County Engineer's Office Doug Reidel.

Cemetery:

n/a

Fire Department:

Trustee Miley shared they have interviewed two volunteers to cover shifts. Chief Troy Morris is proposing that volunteers would have to do a duty day every 6th day.

Old Business:

Trustee Miley shared that he is still working on mapping out the memorials trees. He is thinking of a flowering plum towards the back of the building, an oak tree across from to the catch basin and two sweet gums in the front corners.

Trustee Miley asked Fiscal Officer Link to remove the road worker from the agenda. Fiscal Officer Link mentioned that Grant Tobias had suggested someone. Trustee Stegner indicated the individual only wanted to weed eat.

Trustee Miley is still working to gather interest in a berming demo with Parson's equipment.

Trustee Miley shared that he had no update regarding the road worker.

Trustees moved to discussing the Sheets reunion. Several individuals expressed concerns that Trustee Miley paid for the rental which he did on his own since he didn't want the township to collect or ask for money from the Sheets. Trustee Stegner indicated that it was the intention that the Sheets' would pay for the reunion and then a proposal to refund the cost would be made once the event occurred. The Humes' and Skinners' believe the price is too expensive. At this point Housekeeper Hedrick shared a summary of how much time she spends and what exactly she does. The amount of time spent on cleaning is 7-11 hours per week. This is even if there is no event occurring at the hall. Mr. Sheets' expressed concern of the cost of the hall to rent for residents. Trustee Miley shared that he has heard from other Townships and they indicate our rates are too high.

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held August 28, 2018

Trustee Miley expressed concern that the township shouldn't have raised the prices up so soon after building and that we should have waited until after the first year of review. Trustee Stegner reinforced that all the trustees agreed and voted to increase the rates. Ms. Hedrick indicated she was not sure she could clean any faster. Trustees agreed to table the matter until the next meeting. Trustees discussed the willingness to change the hours of rentals and the cost. Trustee Stegner informed Ms. Hedrick she should clean every other week if there is no event at the hall. Trustee Miley was proposing lowering the cost of resident rental to \$250 for all day rental. The Trustees would then review this change in December before the next year. Trustee Miley informed the township he does not want his money back from rental cost for the Sheets reunion.

New Business:

Trustee Stegner discussed he reached out to Supply Services Limited regarding playground equipment. He was given a quote of approximately \$58,276 which is way more than what the township wanted to spend. Trustee Stegner indicated he wanted to spend around \$30,000 which is what we saved on the expenses for building the new hall. Mr. Groves proposed another option that would cost around \$42,760 installed. Fiscal Officer Link shared we need to make sure we do not need to bid out the project and she will check to see if Supply Services is on state contract. Trustee Miley will check on grants for the project.

Trustee Miley made a motion to adjourn. Trustee Stegner seconded. Motion passed. Meeting was adjourned at 7:56 PM


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman


Gary Stegner, Vice Chairman


Steve A. Cole

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

| | Held September 11, 2018 | |
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| | <p>The Brown Township Trustees met on this date at 7:01 PM in regular form with Trustees Cole, Miley and Stegner, Fiscal Officer Peggy Link, Zoning Inspector Susan Kuba, Housekeeper Kristine Hedrick, Road Superintendent Dan Gladman and Cemetery Sexton Donna Cackler</p> <p>Trustee Miley made a motion to approve the September 11, 2018 agenda as amended. Trustee Stegner seconded. Motion passed.</p> <p>Chairman Miley led the Pledge of Allegiance</p> <p>Trustee Stegner made a motion to approve the August 14 and 28, 2018 regular meeting minutes as presented. Trustee Cole seconded. Motion passed.</p> <p>Fiscal Officer's Report: Fiscal Officer Peggy Link reported that the First Commonwealth checking account balance is \$171,822.06 and earned \$37.58 in interest. Star Bank balance is \$1,238,157.25 and earned \$2,190.98 in interest and StarPlusOhio balance is \$0. She passed around the timesheets to be reviewed and signed and the reconciliation checklist for signature and approval for August, 2018. Fiscal Officer Link shared that Trustees need to pass a resolution to approve rates and amounts. Trustee Stegner made a motion to Accept the Amounts and Rates as Determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. Trustee Miley seconded. Motion passed.</p> <p>RESOLUTION – 2018-09-11-01 - ACCEPT THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR</p> <p>Roll Call Vote: Stegner Aye Cole Aye Miley Aye</p> <p>Public Participation: n/a</p> <p>Zoning Inspector: Zoning Inspector Kuba shared and reviewed her report with the Board. Ms. Kuba shared that Art Jumper has approached her to divide his property. As proposed, it would have no road frontage and with a CAD this would be to be considered in the design. No decision has been made yet on how they will proceed.</p> <p>Roads: The road inspection has been scheduled for tomorrow at 9:30 am. Trustee Miley shared that September 13th is being planned for the berming demo has to be rescheduled to September 25th. The county engineer has shared that Hogback Road will be closed from September 24th-28th to replace the culvert.</p> <p>Cemetery: Cemetery Sexton Cackler shared that Jahn Monument has contacted her and let her know they will have 3 foundation orders. Trustees and Ms. Cackler discussed the deadlines for foundation orders which is currently April 1st and September 1st. This may need to be reviewed later to see if it still works.</p> <p>Fire Department: Trustee Miley shared that Chief Morris is looking at purchasing approximately \$44,810 in updated battery powered equipment including a \$4,000 fan. Trustee Miley shared a</p> | |

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Minutes of Brown Township Trustees Meeting

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| | <p>variety of updates such as Warren Fire has been sold to EMS; the fire department will use a church at the end of Kelly McMaster to practice collapsed building exercise; hired 2 new volunteers; Ironman event support during water portion and that this event also paid to fog seal Dulin Road to manage the road bleeding. Trustee Miley shared that he believes the Trustees consider passing a resolution to require deputies at intersections for any bicycle races.</p> <p>Old Business: Trustee Miley shared that Veley Road electric work is almost complete. With all the log trucks and large vehicles have created the stop bar bleeding.</p> <p>Trustee Miley made a presentation to purchase 4 memorial trees and their location. Trustee Stegner made a motion to purchase memorial 4 trees not to exceed \$600. Trustee Cole seconded. Motion passed.</p> <p>RESOLUTION – 2018-09-11-02 - TO PURCHASE MEMORIAL 4 TREES NOT TO EXCEED \$600 Vote: Stegner Aye Cole Aye Miley Aye</p> <p>Fill dirt – is done – remove from future agendas</p> <p>Playground equipment – Trustee Miley is looking into grants. Doesn't have to go out to bid if less than \$50,000.</p> <p>Trustee Miley reported that several folks have shared concerns that the rental fees are too high. Trustees discussed at length with Housekeeper Kristine Hedrick should the rate be for a day long rental, what the rate should be, does it really take 7-11 hours after every party to clean, how often to clean and whether or not the Board is trying to at least cover the basic expenses while renting the building. Trustee Miley made a motion to reduce the fee to \$300 for residents per day. Trustees further discussed that it wouldn't make sense that residents would pay \$300 for a day if they were not willing to pay \$250 for 4 hours. Ms. Hedrick mentioned that it takes a lot of effort to clean the floor and remove the scuff marks. It was suggested to use a tennis ball on a stick. Trustees expressed concern that Mr. Sheet's daughter Margie was not present and they would not further discuss this at another meeting. Trustee Miley withdrew his motion. Trustees further discussed whether or not to consider \$175 for 4 hours and \$300 for all day rental for residents. Trustee Miley made a motion to change the hall rental fee for residents to \$175 for 4 hours and \$300 for all day and these rates will be reviewed in 4 months at the January 8, 2019 meeting. Trustee Stegner seconded. Motion passed.</p> <p>RESOLUTION – 2018-09-11-03 - TO CHANGE THE HALL RENTAL FEE FOR RESIDENTS TO \$175 FOR 4 HOURS AND \$300 FOR ALL DAY AND THESE RATES WILL BE REVIEWED IN 4 MONTHS AT THE JANUARY 8, 2019 MEETING Vote: Stegner Aye Cole Aye Miley Aye</p> <p>Trustees further discussed any current rentals that need to be addressed due to the rate change. Trustee Stegner made a motion to return \$200 to the Skinner family for an event they have scheduled in November due to reducing the rates. Trustee Cole seconded. Motion passed.</p> | |

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held September 11, 2018

RESOLUTION – 2018-09-11-04 - TO RETURN \$200 TO THE SKINNER FAMILY FOR AN EVENT THEY HAVE SCHEDULED IN NOVEMBER DUE TO REDUCING THE RATES

Vote: Stegner Aye Cole Aye Miley Aye

New Business:

Newsletter items are due September 24th.

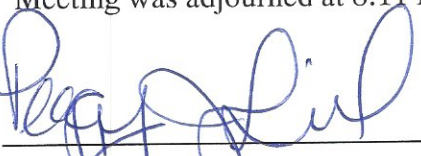
Trustee Miley will work on playground grants.

Trustee Stegner will work on gazebo prices.


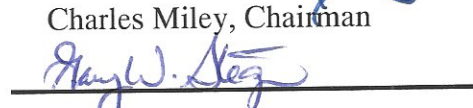
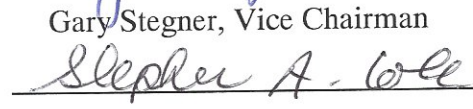
Road Superintendent Gladman went over his report since he arrived late to the meeting. Grant Tobias may return after doctor's appointment on Monday.

Trustee Miley made a motion to release Warrants #19850-19870 for \$10,605.24. Trustee Stegner seconded. Motion passed.

Trustee Miley made a motion to adjourn. Trustee Stegner seconded. Motion passed. Meeting was adjourned at 8:11 PM


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman

Gary Stegner, Vice Chairman

Stephen Cole

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held October 9, 2018

The Brown Township Trustees met on this date at 7:03 PM in regular form with Trustees Cole, Miley and Stegner, Fiscal Officer Peggy Link, Zoning Inspector Susan Kuba, Road Superintendent Dan Gladman and Cemetery Sexton Donna Cackler and Guests Larry Beard and Sheila Hiddleson.

Trustee Stegner made a motion to approve the October 9, 2018 agenda as amended. Trustee Cole seconded. Motion passed.

Chairman Miley led the Pledge of Allegiance

Trustee Stegner made a motion to approve the September 11, 2018 regular meeting minutes as presented. Trustee Cole seconded. Motion passed.

Fiscal Officer's Report:

Fiscal Officer Peggy Link reported that the First Commonwealth checking account balance is \$171,989.47 and earned \$35.23 in interest. Star Bank balance is \$1,240,330.87 and earned \$2,173.62 in interest and StarPlusOhio balance is \$0. She passed around the timesheets to be reviewed and signed and the reconciliation checklist for signature and approval for September, 2018. Trustee Stegner asked if the meeting minutes were being placed on the web. Fiscal Officer Link informed the Trustees that the minutes were not being uploaded since the file size made it an issue. She will work on this.

Public Participation:

Delaware County Health District Commissioner Sheila Hiddleson stopped by to share a few updates and find out if the Trustees needed anything. Ms. Hiddleson shared updates on e-cigarettes, recycling dates as well as flu season time and getting your flu shot. Trustee Stegner asked for more information about shingles and Ms. Hiddleson shared she would get information and share it.

Zoning Inspector:

Zoning Inspector Kuba shared and reviewed her report with the Board. She has two permits in the works. Trustees briefly discussed the sale of postoffice, pizza place as well as Cee Dee's grocery store. Trustee Miley shared that the boat left from the auction will still need to be removed and was part of the trailer that sold. This is being addressed in the Franklin County Court system.

Road Superintendent:

October list of things to be done.

Complete road inspection

Mow

Gravel alleys and cemetery drive

List of extra things to be done depending on weather and time.

LED light changeover in Shop

Culvert inspections

Things done since the September Trustee Meeting.

Mow

Road inspections

Graveled Leonardsburg Streets

One funeral

Moved limestone screenings at Park

Checked on information on backflow prevention device testing for new Hall (must be done annually by Nov 21 per Del-Co Water Co.)

Fire extinguishers serviced

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held October 9, 2018

Sprayed mulch beds

Checked blowout in culvert on Beard, temporarily fixed it, culvert will need replaced

Things to pass on.

Grant will be gone for two weeks in November

Road superintendent Gladman went over his report. He shared that the Beard Road culvert is shot. Trustees discussed plans to address Grant Tobias' absence in November. If there is a snow issue and roads need plowed Trustee Stegner said he will be willing to step in and help. Trustee Stegner let the Board know that he had a resident ask about a No Passing Zone between Berkshire and Howard Road on 3 B's & K Road. This is a county issue and they were advised to contact the county.

Roads:

Trustee Miley presented the trustees with a proposal for county road improvements for 2019. He asked that the trustees look over the proposal and be prepared to review at the next meeting. Trustee Miley gave an update on the berming demo with Parsons and is wondering if there is interest in purchasing it with other townships. Trustees were in agreement to explore their options and Trustee Miley will explore further.

Trustee Miley prepared the paperwork for a request for engineering assistance for Beard Road culvert. Submission of such proposal will likely not be scheduled until spring. Trustee Stegner made a motion to move forward with a Request for Engineering Assistance for the Beard Road culvert. Trustee Cole seconded. Motion passed

RESOLUTION – 2018-10-09-01 - MOVE FORWARD WITH A REQUEST FOR ENGINEERING ASSISTANCE FOR THE BEARD ROAD CULVERT

Vote: Stegner Aye Cole Aye Miley Aye

Trustee Miley shared his report on the results of the road inspection results. There were bleeding issues and some of the onyx didn't work as well as anticipated.

Cemetery:

Cemetery Sexton Cackler shared she should be receiving four more foundation orders shortly. Ms. Cackler shared that she would like the support of the Trustees to generate a map and laminate it to put on the board at the cemetery. Trustees were supportive. Cemetery Sexton shared that she would like to consider obtaining pictures of every headstone to put into our Pontem software. She believes it would be a great project for an Eagle Scout. This item will continue on future agendas. Trustee Cole shared that Pony Landscaping continued to weed eat headstone for September and October even though they were specifically told that they shouldn't continue past August. Fiscal Officer Link shared the contract and Pony indicated they would not charge us for those two months.

Fire Department:

Trustee Miley gave an update on testing equipment. Tri-Township will be celebrating its 70th anniversary from 1-4 pm at the 36 station.

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held October 9, 2018

Old Business:

Trustee Stegner shared updated playground equipment layouts that were designed by Service Supply Limited. The design is approximately 61' by 61'. The price until October 19th is \$40,000 including installation or if we want to install ourselves it will cost \$36,000. Trustees discussed putting the equipment between the retention pond and the concession stand. Trustee Miley made a motion to purchase and install playground equipment purchased from Service Supply Limited for \$40,000. Trustee Cole seconded. Motion passed.

RESOLUTION – 2018-09-10-09-02 - TO PURCHASE AND INSTALL
PLAYGROUND EQUIPMENT PURCHASED FROM SERVICE SUPPLY
LIMITED FOR \$40,000

Vote: Stegner Aye Cole Aye Miley Aye

Trustee Miley shared that he has purchased 4 trees and received a 30% discount. The total purchase is still around \$674 due to the fact there is \$280 in planting fees included. Trustee Stegner made a motion to amend Resolution 2018-09-11-02 - to purchase memorial 4 trees not to exceed \$700. Trustee Cole seconded. Motion passed.

AMENDED RESOLUTION – 2018-09-11-02 - TO PURCHASE
MEMORIAL 4 TREES NOT TO EXCEED \$700

Vote: Stegner Aye Cole Aye Miley Aye

Newsletter will be going to the printer on Thursday. Trustee Miley would like to put some notes of encouragement to residents who might be interested in zoning board appointments since we will have several vacancies to fill in the upcoming year.

New Business:

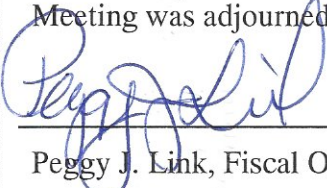
Fiscal Officer Link shared the recent Risk Assessment report from OTARMA Cathy Gonzalez. The only area to address was to make sure that the Baseball league provides a certificate of liability and a hold harmless waiver for using our baseball fields.

Trustee Miley made a motion to release Warrants #19871-19887 for \$7,898.39. Trustee Stegner seconded. Motion passed.

Trustee Miley made a motion to move into executive session to discuss personnel issue at 8:30 pm. Trustee Cole seconded. Roll call taken: Cole – aye Stegner – aye Miley – aye; Motion passed.

Trustee Miley brought the meeting back to order at 8:48 pm.

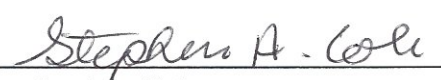
Trustee Stegner made a motion to adjourn. Trustee Cole seconded. Motion passed.
Meeting was adjourned at 8:48 PM


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman


Gary Stegner, Vice Chairman


Stephen Cole

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held November 13, 2018

The Brown Township Trustees met on this date at 7:0 PM in regular form with Trustees Cole, Miley and Stegner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman and Guests Larry Beard, Dave Knowlton and Carol O'Brien.

Trustee Stegner made a motion to approve the November 13, 2018 agenda as amended. Trustee Cole seconded. Motion passed.

Chairman Miley led the Pledge of Allegiance

Trustee Miley made a motion to approve the October 9, 2018 regular meeting minutes as presented. Trustee Cole seconded. Motion passed.

Fiscal Officer's Report:

Fiscal Officer Peggy Link reported that the First Commonwealth checking account balance is \$166,987.86 and earned \$35.81 in interest. Star Bank balance is \$1,242,707.56 and earned \$2,376.99 in interest and StarPlusOhio balance is \$0. She passed around the timesheets to be reviewed and signed and the reconciliation checklist for signature and approval for October, 2018. Fiscal Officer Link reminded township employees that we have implemented a deposit policy requiring folks that we have to deposit checks within 3 days of receipt and mark the checks with the township's stamp on the back. Fiscal Officer Link is still having issue with compliance of this policy. Fiscal Officer Link presented the request to return the deposit rental check for the Blake party. Ms. Hedrick indicated the hall was messy but no damage. Trustees agreed to release the check. Fiscal Officer Link shared year end reminders: no purchases are to be made after December 10th without her prior approval; timesheets and expenses are due by December 26th at 4:00 pm; we have an end of year meeting on December 28th at 6:00 pm and immediately following that meeting we will have a review of Housekeeping for the township halls; we will have our organizational meeting on January 3rd at 6:00 pm. Fiscal Officer Link will be away from January 16-27th with no access to emails. Fiscal Officer Link shared that the township is currently carrying a balance of \$46,703.05. Ms. Link indicated there are no further expenses related to the capital project fund since the completion of the township hall occurred in early 2018. Fiscal Officer Link asked County Prosecutor Carol O'Brien if there was anything other than a resolution needed and she indicated that nothing else was needed. Ms. Link is still waiting confirmation from the State Auditor's office as well. Trustee Miley made a motion to move the remaining capital fund balance of \$46,703.05 back to general funds. Trustee Stenger seconded. Motion passed.

RESOLUTION – 2018-11-13-01 - MOVE THE REMAINING CAPITAL FUND BALANCE OF \$46,703.05 BACK TO GENERAL FUNDS.

Vote: Stegner Aye Cole Aye Miley Aye

Public Participation:

Delaware County Health District Commissioner Dave Knowlton shared an e-cigarette handout and a medical marijuana handout. Ms. Carol O'Brien, Delaware County Prosecutor stopped by just to visit and make sure Trustees didn't need anything.

Zoning Inspector:

Zoning Inspector Kuba was absent from the meeting but shared her report via email. There was no discussion with the report. Fiscal Officer Link shared that the comprehensive plan contract with the Delaware County Regional Planning Commission was for \$5,000 and that office had sent an invoice that exceeded that amount. Ms. Link asked for additional information to help inform the Trustees why the increased cost but nothing was given. Trustees are not planning on paying any additional monies above the \$5,000.

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held November 13, 2018

Road Superintendent:

November list of things to be done.

Snow and ice control
Complete road inspection
Finish preparing equipment for winter season
List of extra things to be done depending on weather and time.
LED light changeover in Shop
Culvert inspections

Things done since the October Trustee Meeting.

Mow
Road inspections
Winterized Concession Stand
Graded GMC drive
Trimmed trees in Leonardsburg
Removed three trees and trimmed others in GMC
Trimmed trees at Old Hall and Shop
Added stone around culvert inlet on Cackler Road
Prepared equipment for winter season
Tested and changed furnace filters in Old Hall, Shop, and New Hall
Have scheduled backflow prevention device testing for new Hall (must be done annually by Nov 21 per Del-Co Water Co.)

Things to pass on.

Grant will be gone 11/16/18 for two weeks
Cemetery Lots (Donna)
F350 idler pulleys (Heavy Duty)

Road Superintendent Gladman went over his report. Trustees discussed the F350 idler pulley. Mr. Gladman would like to take the F350 to Heavy Duty while Grant is away on vacation to get an estimate on the repair and the level of work needed. Trustees were not sure about the cost. Trustee Miley made a resolution to approve \$3,000 to take the F350 dump truck in for repairs. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2018-11-13-02 - RESOLUTION TO APPROVE \$3,000 TO TAKE THE F350 DUMP TRUCK IN FOR REPAIRS

Vote: Stegner Aye Cole Aye Miley Aye

Roads:

Trustee Miley shared that he has the information ready to submit to Delaware County for bid for road improvements for 2019.

Trustee Miley shared that he attended the County Engineer's lunch and the following information: the County Engineer has a drone; they have 2 licensed operations; County offices are moving to the Career Center North Campus; curve study on all roads and will have a bid package for townships to use; shared that permit fees for public utilities would be used by the county in case underground work causes damages to culverts; County

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held November 13, 2018

Engineer is behind on road work and we will need to submit grader patch worker sooner so we can ensure our work gets done; salt prices are almost double this year. Further discussion regarding salt prices occurred. Trustees discussed purchasing and storing grit until the county has begun mixing it. The county currently has 11,000 ton of stockpiled salt. We would need to identify a containment area/system in order to accomplish mixing our own salt/grit until the county has begun. Trustee Miley will look into this further. Trustee Miley shared that there is a lot of dog manure in the cemetery. Trustees discussed that when we purchased the playground equipment the vendor agreed that they would provide one sign/system to encourage folks to pick up after their pets. Trustee Stegner will make sure that this is still occurring. Trustee Miley also shared that the tree to the south of the old Township Hall is very overgrown and was a memory tree. Trustees should look at the tree and then be prepared to discuss if the trees should be removed and replaced sometime in the spring.

Cemetery:

Cemetery Sexton Cackler could not attend the meeting. She shared with Trustee Stegner, Cole and Fiscal Officer Link a phone call she received from Carla McWilliams asking about purchasing back lots they are not using. Cemetery Sexton Cackler suggested that they could donate the lots for indigent burials. After further discussion, Trustees believe there is a cutoff date that we have to purchase lots by and we need to find the original deed. Fiscal Officer Link will do some research and locate the information for the next meeting. Trustees discussed hiring a trimming service for next year. Trustee Cole shared he would start pursuing this option much sooner in order to get something in place. Trustees received a resume for a neighbor of Grant Tobias interested in working for the township. He would need a Class B. A decision would be considered once we know more about trimming services for the cemetery.

Fire Department:

Trustee Miley didn't prepare a report.

Old Business:

Trustee Stegner shared that he has no idea when the playground equipment will arrive. Once it has been shipped from China we will have a better estimate. It's hopeful that it will get installed in 2018.

Trustees discussed Bill Adams and Kevin Barrett as a backup while Grant Tobias is away on vacation for two weeks. Fiscal Officer Link will prepare employee packets for them should the need arise.

Trustee Miley shared he did some research on scrubbers for the floors at the township hall. Prices vary but rough estimate is between \$2,000-\$5,000. Trustee Miley will look at some further prices and bring to the next meeting for discussion.

New Business:

Fiscal Officer Link shared that she received quote for health insurance options for Road Superintendent Gladman. Mr. Gladman shared that if he uses the insurance program that the Fire and Police Group has offered he gets a rebate. The benefit rates that we presented with have high deductible before coverage kicks in. Mr. Gladman shared he will only need coverage for himself and wife. Fiscal Officer Link will check with the benefits coordinator to find out the cost of including his wife if it is even an option.

Trustee Stegner shared that he will be away and not available from January 9th through February 11, 2019.

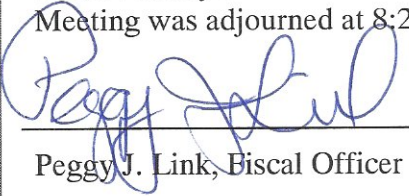
RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

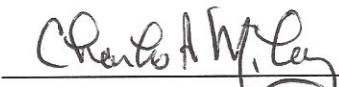
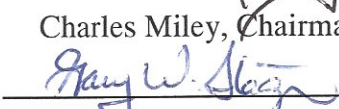
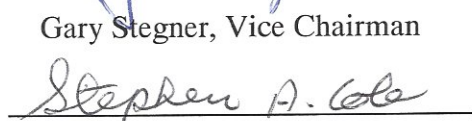
Held November 13, 2018

Trustee Miley made a motion to release Warrants #19888-19917 for \$136,573.51.
Trustee Stegner seconded. Motion passed.

Trustee Miley made a motion to adjourn. Trustee Stegner seconded. Motion passed.
Meeting was adjourned at 8:20 PM


Peggy J. Link, Biscal Officer

Trustees


Charles Miley, Chairman

Gary Stegner, Vice Chairman

Stephen Cole

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held December 11, 2018

The Brown Township Trustees met on this date at 7:00 PM in regular form with Trustees Cole, Miley and Stegner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman and Zoning Inspector Susan Kuba and Guests Charles Cox, Kevin Devoe and George Devoe

Trustee Stegner made a motion to approve the December 11, 2018 agenda as amended. Trustee Cole seconded. Motion passed.

Chairman Miley led the Pledge of Allegiance

Trustee Cole made a motion to approve the November 13, 2018 regular meeting minutes as presented. Trustee Stegner seconded. Motion passed.

Fiscal Officer's Report:

Fiscal Officer Peggy Link reported that the First Commonwealth checking account balance is \$54,312.52 and earned \$25.39 in interest. Star Bank balance is \$1,245,072.56 and earned \$2,365.00 in interest and StarPlusOhio balance is \$0. She passed around the timesheets to be reviewed and signed and the reconciliation checklist for signature and approval for November, 2018. Fiscal Officer Link presented the request to return the deposit rental check for the Skinner party. Ms. Hedrick indicated the hall was cleaned and no damage. Trustees agreed to release the check. Trustees discussed having Fiscal Officer Link release the deposit checks as soon as Ms. Hedrick indicates there were no issue with the hall rental. Fiscal Officer Link presented a revised credit card policy for Trustees to review and discuss. This policy would give the township the ability to have employees have cards and as discussed Road Superintendent Gladman will be given a card. The purchase limit will be \$650 unless prior approval by Fiscal Officer is given. Trustee Miley made a motion to accept the Brown Township, Delaware County, Ohio Credit Card Use Policy as presented effective December 12, 2018. Trustee Cole second. Motion passed.

RESOLUTION – 2018-12-11-01 - ACCEPT THE BROWN TOWNSHIP, DELAWARE COUNTY, OHIO CREDIT CARD USE POLICY AS PRESENTED EFFECTIVE DECEMBER 12, 2018

Vote: Stegner Aye Cole Aye Miley Aye

Fiscal Officer Link shared that she received a request to review the Liquor application change from Cliff and Dee Miller for the Kilbourne Store to Kilbourne Store LLC. Trustee Stegner believes the church had no issue with this and had not requested a hearing. Fiscal Officer Link will mail the request for NO hearing back.

Public Participation:

Kevin Devoe, George Devoe, and Charles Cox attended the meeting to discuss the pending lawsuit against Kevin Devoe and his property on Bowtown Road. Mr. Kevin Devoe was asking how much time he could have to comply. Trustee Miley shared that this has been ongoing for almost 2 years and several notifications have been sent out. Zoning Inspector Kuba reinforced that the vehicles have to be licensed or operable or enclosed in side of a building or behind a privacy fence. Mr. Devoe indicates he was getting rid of some cars and trying to make progress. Trustees agreed that Mr. Devoe has until March 31, 2019 to be compliant. He needs to either repair the cars or license them. Trustees advised Mr. Devoe that the Zoning Board was working on including boats to Section 7 of the zoning code that would mean he would also need to address the boats. Mr. Kevin Devoe indicated he would comply. Mr. George Devoe thanked the Trustees for working with his son.

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held December 11, 2018

Zoning Inspector:

Zoning Inspector Kuba presented her report. Ms. Kuba shared that Gary Jones was willing to serve on the Zoning Commission. Mr. Kuba also shared that she believes she will have updates to share from the Comprehensive Plan in January. She indicated that the zoning board is having issue making quorums.

Road Superintendent:

December list of things to be done.

Snow and ice control

Complete road inspection

Finish preparing equipment for winter season (Grasshopper broom)

List of extra things to be done depending on weather and time.

LED light changeover in Shop

Culvert inspections

Things done since the November Trustee Meeting.

New Hall backflow prevention device tested by Sunbury Plumbing and Heating

Road inspections

Water heater breaker locked out in Concession Stand

Two funerals (Trustee Steve Cole assisted on one of them in Grants absents)

Prepared equipment for winter season

F350 back from Heavy Duty Repair (idler pulley, tensioning pulley, and belts)

Met with OTARMA for building information

Things to pass on.

Salt is \$47.63 (last years price) until the first of the year then \$82.74

Road Superintendent Gladman went over his report. Heavy Duty only charged \$880.45 and not the \$3000 originally budgeted for repairs.

Roads:

Trustee Miley has no updates and we should get the estimate sometime in January.

Cemetery:

Cemetery Sexton Cackler could not attend the meeting. Trustees discussed that Fiscal Officer Link could not find cemetery deeds dating back much later than the 80's. Also, after reviewing our cemetery rules there is nothing that indicates purchasing lots. Fiscal Officer Link is to advise Carla McWilliams that we can purchase the lots at the price they were purchased for and they will need to produce the deeds.

Fire Department:

Trustee Miley didn't prepare a written report. Trustee Miley shared the fire department is trying to get the Attorney General opinion on paying off the loan early. This will save a substantial amount in interest costs. Chief Troy Morris is working on a sick leave policy. The old church at the end of Kelly McMaster didn't collapse and Trustee Miley has asked that it be boarded up. OTARMA paid a visit to the fire department. A design firm has contacted the board regarding The Point project and would need to take the auxiliary building as part of the project. Trustee Miley shared that the Fitch report recommended consolidation of township EMS support and the recommendation would be to reduce EMS to 2 paramedics on the trucks instead of 3 and that there would be ESV vehicles stationed throughout the county with 2 paramedics that would assist depending on the type of response needed.

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held December 11, 2018

Old Business:

Fiscal Officer Link shared she received additional benefits information for health insurance options for Mr. Gladman. The price is double to add Mr. Gladman’s wife. After further discussion with Mr. Gladman, the best option would appear that Mr. Gladman enroll in his current plan where he would receive a credit towards the purchase of the insurance. Trustees discussed options in how to supplement Mr. Gladman’s with either additional work or an increase in pay. Mr. Gladman has not received an increase for many years. Trustees discussed that they will be looking at this at the beginning of the year. Fiscal Officer Link recommended a more formal review process of the employees.

Trustee Miley shared he has researched 7 different companies for floor scrubbers. The walk behind will range from \$2,900 to \$5,000. He has found a company from Reynoldsburg, Ohio with a scrubber for \$2,900 and they are willing to come out to give a demo. Trustees agreed to see a demo of the machine.

New Business:

Fiscal Officer Link shared she received an email from Ms. Hedrick asking about a church using the new hall every Sunday from March – May and wanted to know if they could use the hall just for the cleaning fee. Trustee’s discussed that when they have rented to other church groups they were charged the full price. Trustees requested that Fiscal Officer Link let Ms. Hedrick know that the church could rent the hall for the normal costs and not just the cleaning fee.

Trustee Miley thanked Trustee Stegner for taking care of the work on the playground equipment. Trustee Stegner shared that in order to make the playground ADA compliant they would need to install an \$800 ramp or take out one of the 4’ wide retainer walls and tamp the mulch down to accommodate. Trustees agreed to take out one of the retainer walls. Trustee Stegner shared that 2 park benches will need to be set in concrete in the spring and that the see saw base was poured but will just need drilled and set. Trustee Stegner shared that the dog waste station wasn’t included in the equipment since we did not buy the \$60,000 equipment. He has received a quote for \$674.87 for 2 waste stations. Trustees further discussed the problems the township is having with folks using the township grounds and not picking up after their pets waste. Trustee Stegner moved to adopt a resolution to require all dogs much be on leashes at all times while on township property and that all waste must be picked up to be effective immediately. Trustee Cole seconded. Motion passed.

RESOLUTION – 2018-12-11-02 - ADOPT A RESOLUTION TO REQUIRE ALL DOGS MUCH BE ON LEASHES AT ALL TIMES WHILE ON TOWNSHIP PROPERTY AND THAT ALL WASTE MUST BE PICKED UP TO BE EFFECTIVE IMMEDIATELY

Vote: Stegner Aye Cole Aye Miley Aye

Trustee Stegner also made a motion to purchase two dog waste stations for a cost not to exceed \$700 and authorize Fiscal Officer Link the ability to purchase the stations with a credit card. Trustee Miley seconded. Motion passed.

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held December 11, 2018

RESOLUTION – 2018-12-11-03 - PURCHASE TWO DOG WASTE STATIONS FOR A COST NOT TO EXCEED \$700 AND AUTHORIZE FISCAL OFFICER LINK THE ABILITY TO PURCHASE THE STATIONS WITH A CREDIT CARD.


Vote: Stegner Aye Cole Aye Miley Aye


Trustee Miley made a motion to release Warrants #19918-19940 for \$19,046.99. Trustee Stegner seconded. Motion passed.

Trustee Miley made a motion to adjourn. Trustee Stegner seconded. Motion passed. Meeting was adjourned at 8:40 PM


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman


Gary Stegner, Vice Chairman


Stephen Cole

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held December 28, 2018

The Brown Township Trustees met on this date at 6:00 PM in regular form with Trustees Cole, Miley and Stegner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman and Housekeeper Kristine Hedrick

Trustee Stegner made a motion to approve the December 28, 2018 agenda as amended. Trustee Cole seconded. Motion passed.

Mr. Gladman led the Pledge of Allegiance

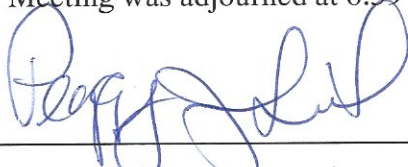
Trustee Miley made a motion to release Warrants #19941-19964 for \$19,104.75. Trustee Cole seconded. Motion passed.

This concluded the end of the year meeting.

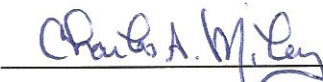
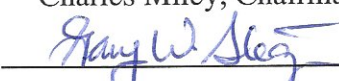
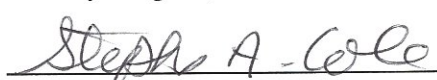
Trustees met with Housekeeper Kristine Hedrick for the quarterly housekeeping meeting. Fiscal Officer Link shared a summary of expenses and revenue generated for 2018 for the new township hall. For 2018, expenses for the new hall totaled \$14,568.83 and revenue generated was \$2,500.

Ms. Hedrick shared that the she has had a few calls here and there. The church at the point may be interested in renting the hall every Sunday. Trustee Miley shared that he is working to schedule a buffer demo. Ms. Hedrick shared she has tried different things to remove scuff marks. Ms. Hedrick shared that on December 22nd some had used all the ice from the refrigerator and left corn chips crumbs in several spots. Someone removed food from her cart and the door was left unlocked. Trustee Cole will inquire with Ms. Cackler if she was in the building. The Delaware County Sheriff contacted Mr. Gladman regarding the door unlocked. Trustees discussed that the main hall should be kept at 50 degrees. Signage needs to be put up indicating rooms for employees only. Trustees discussed using the hall for voting. Several Trustees have shared with residents and others that the Board of Elections needs to come to the meeting to discuss. Trustees also agreed to leave the prices for the hall alone and review in 3 months or so.

Trustee Miley made a motion to adjourn. Trustee Stegner seconded. Motion passed. Meeting was adjourned at 6:59 PM


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman

Gary Stegner, Vice Chairman

Stephen Cole