

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held April 14, 2020

The Brown Township Trustees met on this date at 7:00 PM in regular form (through Zoom) with Trustees Stegner, Miley and Skinner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman, Zoning Inspector Susan Kuba, Housekeeper Kristine Hedrick and guests Doug Reidel and Megan Edwards

Trustee Miley made a motion to approve the April 14, 2020 agenda as amended. Trustee Skinner seconded. Motion passed.

Chairwoman Skinner led the Pledge of Allegiance

Trustee Miley made a motion to approve the March 10, 2020 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 \$215,874.54 and earned \$8.94 in interest. Star Bank balance is \$1,332,270.05 and earned \$1,494.60 in interest. She passed around the reconciliation checklist and timesheets for review and approval for March 2020. Fiscal Officer Link shared that due to the meeting being held remote that she has left the warrants, check reconciliation, timesheets, and purchase orders at the township hall ready for Trustees Skinner and Miley to sign. Once they sign, she will distribute checks via the mail late on Wednesday.

Public Participation:

Megan Edwards from the Delaware County Health District introduced herself. Megan shared that www.delawarehealth.org/covid-19 is the website and community partners can participate in a call every Wednesday at 3:00 pm. Partners can ask questions share concerns or complaints. Ms. Edwards stated that Delaware County has 92 confirmed cases. Delaware County has had 2 deaths. The website is updated daily at 1:30 pm and these cases are the ones diagnosed by a doctor.

Doug Reidel from Delaware County Engineer's Office was on the zoom call. He updated the Trustees that the spring road inspection was delayed until May 12th at 9:30 am due to COVID-19. He shared that he has the culvert extension on lot splits on Hogback Road and is waiting on the developer (Country Time). The County Road Improvement plan is still moving forward and the bid should be final in 3 weeks and complete by fair time.

Housekeeping:

Kristine Hedrick gave a brief review of her current work. She is conducting spring cleaning and plans to reseal the new hall floor. She had 5 gallons that has done 2 coats each year for the past two years and may have enough for the third year. She has not received any calls to rent the hall. Fiscal Officer Link shared the revenue/expenditure report for the first quarter. Due to COVID-19, there has been no revenue due to cancellations and the expenses are around \$2,900. Fiscal Officer Link shared that she received the request from Ms. Hedrick to provide information on how much time it takes for her to put the keys out and to answer phone calls for her request to be compensated for time that she did not record from 2018 and 2019. During this conversation, Ms. Hedrick indicated she did not record any of this time for March. Fiscal Officer Link reminded her that when she submits her timesheet this should include any time for work she is performing including checking the phone or putting keys out for pickup. Fiscal Officer Link will need March's information and then will be able to calculate the costs of the time not submitted hopefully for the next meeting. Fiscal Officer Link brought up renting the hall to Ms. Hedrick's husband Robert and on the rental agreement, Ms. Hedrick decided not to charge Robert because the usage would have been a 501(c)(3). Fiscal Officer Link suggested that Kristine should either rent the hall under her name

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which is appropriate and at no cost or allow the Trustees to make the determination so that there were be no conflict of interest involved.

Zoning Inspector:

Zoning Inspector Kuba went over her submitted report. Ms. Alzaki's variance request is on hold since Ms. Kuba has not heard anything further. A hearing will be necessary. Trustees discussed purchasing a drop box and the various options and whether or not they would be secured and what would serve the need best. Trustee Skinner made a motion to purchase the cedar looking resin delivery box for \$187.23 from Amazon. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2020-04-14-01 PURCHASE THE CEDAR LOOKING RESIN DELIVERY BOX FOR \$187.23 FROM AMAZON

Miley Aye Skinner Aye Stegner Aye

Trustees discussed with Ms. Kuba conducting zoning appeals meeting over Zoom. Ms. Kuba has been in touch with Mr. Fowler and as long as we give folks the opportunity to give testimony either via email or mail if they cannot attend and read as part of the meeting then this would be acceptable. The zoning appeals meeting would be the second Wednesday of the month. There was no zoning commission items for April and therefore the meeting was cancelled.

Road Superintendent:

Road Superintendent went over his submitted report. Mr. Gladman sent hedge trimmer estimates to the Trustees. Discussion on the multi uses of the hedge trimmers with a pole saw and even a weedeater. The cost would be \$743.83. Trustee Skinner made a motion to approve purchasing the Kombi Stand Alone Unit for \$743.83 for trimming/edging at the cemetery and Brown Township halls from Evolution Ag. Trustee Miley seconded. Motion passed.

RESOLUTION – 2020-04-14-02 APPROVE PURCHASING THE KOMBI STAND ALONE UNIT FOR \$743.83 FOR TRIMMING/EDGING AT THE CEMETERY AND BROWN TOWNSHIP HALLS FROM EVOLUTION AG

Miley Aye Skinner Aye Stegner Aye

Road Superintendent Gladman continued the discussion for mulch. Based on an electronic calculator, he is estimating that the cemetery needs 2" on the beds and that would be approximately 20 yards. One truck load of shredded mulch is \$5 cheaper. The cost would be \$45 or \$50. Two truck loads would be approximately \$1,000. Mr. Gladman shared that one load is \$449.90 for 20 yards each or \$899.80 for two. The playground requires different mulch and the cost is \$35 a cubic yard. The playground needs 30 yards. This cost would be approximately \$1,049.70. Trustee Stegner made a motion for approve purchasing mulch for the cemetery, hall and playground from Ohio Mulch not to exceed \$2,500. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2020-04-14-03 APPROVE PURCHASING MULCH FOR THE CEMETERY, HALL AND PLAYGROUND FROM OHIO MULCH NOT TO EXCEED \$2,500

Miley Aye Skinner Aye Stegner Aye

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Roads:

County is trying to do some culvert work. Giehl Road will be soon. Veley culvert over the summer. Berming REA on Pittman will be ready by next meeting.

Trustee Miley began a discussion on the Cea culvert issue that we received an email and photos about the concern. Mr. Cea shared with Fiscal Officer Link that he was not comfortable discussing his concerns over Zoom and that he would attend the next meeting in person. Trustee Stegner suggested a headwall across the culvert. Trustees asked for Mr. Reidel's opinion. Mr. Reidel stated that this was a tough request. Not many drive pipes have headwalls. He would recommend putting headwall and limit the work that the township will do. Mr. Reidel and Trustees discussed that there is quite a bit of water coming off the property not just off the ditch. A headwall would just be the cost of the concrete and would help weigh the pipe down. Water flows good once it gets past the culvert. Trustee Miley and Road Superintendent Gladman took additional pictures. The Cea's put a swale in behind the house and now more water is going to the ditch. The Cea's expect more each time. Mr. Reidel indicates that the resident has some responsibility and they have to maintain the driveway as a homeowner. Water has been going over the culvert due to the heavy rains lately. This situation has been going on longer than 10 years. Trustee Miley will reach out to Assistant Prosecuting Attorney Mark Fowler to draft a document that will acknowledge this is the township's last best offer and we are willing to do a headwall and that's it. Mr. Reidel and Trustees discuss the driveway permit process. Trustees asked and noted with Zoning Inspector Kuba that the zoning code mentions guidelines for driveways and we should consider adding additional working to the permit and/or zoning code. The County has a drive permit that we could model from.

Cemetery:

Cemetery Sexton Cackler had one burial this past month. She has a request for a July Sunday burial and cannot find a lot for the requestor. She asked if the forms were made or marked yet for spring foundation orders and if the township was going to pour concrete. Trustees agreed that concrete would be poured since there is over the minimum of 2 yards.

Fire Department:

No meeting was held and no report.

Old Business:

Trustees discussed the Batross request for assistance for their water issues at 4381 Cackler Road. The Trustees would love to help everyone but if they do this for one resident then they will have to help everyone. Also under the Ohio Revised Code this is not the township's responsibility. Zoning Inspector Kuba will forward the message and Trustee Skinner will compose a message.

New Business:

Trustee Stegner has not heard anything further from the Delaware County District Library about placing a box at the hall.

Trustees discussed whether the playground needs to be closed due to COVID-19 and will not be taking action at this time.

Trustees noted they have not received the contact information from the baseball association. Fiscal Officer Link has not asked for the port-a-johns to be installed yet or

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the increased pickup of trash and will do so once we know more about the stay-at-home order

Trustee Stegner asked about the Hogback Road by McConnell's property. Trustees and Road Superintendent discussed that the S curve by Preservation Park was more torn up due to Shepherd Excavating working on the culvert.

Trustees held a brief discussion on the tractor. Maybe the trade-in value is around \$19,000 without the mower and maybe even worth around \$30,000 especially since folks are looking for something without computers.

Trustee Skinner made a motion to release warrants #20428-20457 for \$14,413.57. Trustee Stegner seconded. Motion passed. Trustees signed regular purchase order 4-2020 for J&A Construction and 5-2020 for Julian and Grube.

Trustee Miley made a motion to adjourn the meeting. Trustee Stegner seconded. Motion passed. Meeting adjourned at 8:40 pm

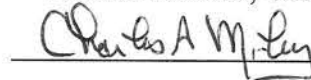


Peggy J. Link, Fiscal Officer

Trustees



Connie Skinner, Chairwoman



Charles Miley, Vice Chairman



Gary Stegner

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Held May 12, 2020

The Brown Township Trustees met on this date at 7:00 PM in regular form with Trustees Stegner, Miley and Skinner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman, Zoning Inspector Susan Kuba, Housekeeper Kristine Hedrick and guests Ron Beitzel and Skip Eberley.

Trustee Skinner made a motion to approve the May 12, 2020 agenda as amended. Trustee Stegner seconded. Motion passed.

Trustee Miley made a motion to approve the April 14, 2020 regular meeting minutes as presented. Trustee Stegner seconded. Motion passed.

Chairwoman Skinner led the Pledge of Allegiance

Fiscal Officer's Report:

Fiscal Officer Peggy Link reported that the First Commonwealth checking account balance is \$218,045.26 and earned \$8.94 in interest. Star Bank balance is \$1,333,263.70 and earned \$993.65 in interest. She passed around the reconciliation checklist and timesheets for review and approval for April 2020. Fiscal Officer Link gave updates on the 2018-2019 audit period. Ms. Link was informed by Julian and Grube that during the audit period of 2016-2017 she was advised incorrectly that she could transfer the balance of the capital improvement fund from the Brown Township Hall building by resolution of the board. Julian and Grube shared that that the township will need to get this transfer approved by the Court of Common Pleas. Fiscal Officer Link has reached out to Assistant Prosecutor Mark Fowler to begin that process retroactively but it will likely take some time due to the COVID-19 virus. Fiscal Officer Link noted that she has distributed 38 trash vouchers. The deadline to request a voucher is May 17th. Fiscal Officer Link asked if there was a Zoning Commission meeting last week due to a board member has applied for unemployment. Zoning Inspector indicated there was no meeting. Lastly, Ms. Link requested a resolution for \$230.98 to cover a withholding payment issue. This will allow our Uniform Accounting Network application move the expense and then a credit will be processed to zero out the amount. Trustee Skinner made a motion to move \$230.98 from contingency fund to 1000-990-990-0000 to account for the withholding issue. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2020-05-12-01 TO MOVE \$230.98 FROM CONTINGENCY FUND TO 1000-990-990-0000 TO ACCOUNT FOR THE WITHHOLDING ISSUE

Miley Aye Skinner Aye Stegner Aye

Public Participation:

Skip Eberley and Ron Beitzel with Four Seasons Land Company attended the meeting to discuss the subdivision project on 3 B's and K road. The developers want to ensure that the Trustees were supportive. The homeowner's association would maintain the signage. Signs would be in accordance with state regulation. There is one road which would require 1 stop sign. It would be a reflective sign. The street is 22' wide. The County has referred the developers to the Township. This is the first subdivision in the township. After a further discussion and after reviewing the federal highway standards Trustee Miley made a motion to approve a sign post no smaller than 4"x4" and no larger than 8"x8" as long as it met the county requirements for the subdivision on 3 B's & K Road. Trustee Stegner seconded. Motion passed.

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	<p>RESOLUTION – 2020-05-12-02 TO APPROVE A SIGN POST NO SMALLER THAN 4”X4” AND NO LARGER THAN 8”X8” AS LONG AS IT MET THE COUNTY REQUIREMENTS FOR THE SUBDIVISION ON 3 B’S & K ROAD.</p> <p>Miley Aye Skinner Aye Stegner Aye</p> <p>Zoning Inspector: Zoning Inspector Kuba went over her submitted report. There is a Zoning Appeals meeting on May 13th. One variance for a house on Bowtown and N. Old State Road that is less than 2 acres and a variance for Hannah Alzaki on N. Old State Road. Ms. Kuba shared that she is working with Joni Hunt on a farmer’s market and a conditional use permit. Trustees had discussion that if they are producing their own product she could work with them on conditional use but since they are having someone selling baked goods and other wares that they will have to get a permit from Ohio Department of Agriculture or the Health Dept. Farmer’s Market has certain guidelines it has to meet such as how many times it can operate. Trustees informed Ms. Kuba to notify Ms. Hunt they cannot continue until all approvals are obtained.</p> <p>Oxford Woods subdivision residents are concerned with traffic issues. Pugh Road is on private property and everyone owns to the centerline. The Shoup’s placed in the deed that anyone could have access. This could trigger a no plate subdivision.</p> <p>Road Superintendent: Road Superintendent went over his submitted report. Mr. Gladman discussed the ceiling tile water marks. He has no idea how much it will cost. Trustees discussed they would like Mr. Gladman to proceed to get an estimate of removing the 4 bricks to resolve the situation. The cost could be \$100-\$125 per foot and estimated at \$3,000-\$4,000. Mr. Gladman requested that Charles Dennison be allowed to work more than 40 hours for May. Trustees approved this request. Finally, Mr. Gladman shared that a female individual lets her German Shepherd out of the car and runs loose in the cemetery and the individual does not clean up after the dog. Mr. Tobias will try to catch this individual and talk to her.</p> <p>Roads: Trustee Miley stated that Kovnanian Builders has placed an orange fence around the basement on Pittman Road. The residents have a list of all the restrictions such as the ditch setback, fair contribution to replace the culvert. The County will need to supervise. Mr. Miley shared a proposal for berm work for Pittman Road for a cost of \$1,031.32. Fiscal Officer Link questioned where the funds were going to come from considering the 2020 County Road Improvement funds pretty much drained all the remaining available funds. Mr. Miley indicated that he had received an updated estimate for the road program that was about \$8,000 less. Trustee Miley made a motion to accept the Estimate for berm work on Hogback Road for a cost of \$1,031.32. Trustee Skinner seconded. Motion passed.</p> <p>RESOLUTION – 2020-05-12-03 ACCEPT THE ESTIMATE FOR BERM WORK ON HOGBACK ROAD FOR A COST OF \$1,031.32</p> <p>Miley Aye Skinner Aye Stegner Aye</p> <p>Mr. Miley received the contract for the County Road Improvement program for 2020. Trustee Miley made a motion to approve the 2020 County Road Improvement Program</p>	

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awarded to Shelly and Sands for a total of \$193,686.90. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2020-05-12-04 TO APPROVE THE 2020 COUNTY ROAD IMPROVEMENT PROGRAM AWARDED TO SHELLY AND SANDS FOR A TOTAL OF \$193,686.90

Miley Aye Skinner Aye Stegner Aye

Trustee Miley noted that Walton and Giehl Road culverts were done. Veley Road is not done yet but could be closed for 3 weeks.

Trustees continued the discussion regarding the purchase of a tractor to replace the Motrim. If we traded it in we might receive \$10,000 to \$14,000. It could be worth around \$20,000 if we sold it on gov.com. Parsons had 2 mowers but doesn't take trade-ins. The tractor might need repairs and therefore the value could go down. The estimate for the tractor is around \$60,564.42 and the mower is \$38,219 for a total estimate of \$98,783.42 which is still within the budget. Trustees discussed further and concern about being able to sell the tractor outright is a concern. It was agreed that Trustee Miley would reach out to get a better estimate of how much we would receive if traded-in towards a new tractor.

Doug Reidel and Trustee Miley discussed submitting an OPWC application for Howard Road. Trustee Miley made a motion to submit a request for engineering assistance for Howard Road for leveling course and overlay. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2020-05-12-05 TO SUBMIT A REQUEST FOR ENGINEERING ASSISTANCE FOR HOWARD ROAD FOR LEVELING COURSE AND OVERLAY

Miley Aye Skinner Aye Stegner Aye

Cemetery:

Cemetery Sexton Cackler was absent. Trustee Skinner received a request from Cemetery Sexton Cackler for a burial. A family has an infant buried on G-360-2E and the family would like to bury the parents in an urn at the foot of the baby grave. Upon further discussion, Trustee Stegner shared that the baby grave is a vault and per the townships rules that only one vault can be on a lot and no urn. Trustee Skinner will have a further discussion with Ms. Cackler regarding further details since it seems that Trustee Skinner did not have the same information. Trustees discussed further that making exceptions to the rules opens the door for a lot of exceptions and this is what the rules are for. Trustee Miley shared that Judy Steinke sent a request to place planters around the bench of their lot. The rules state that only 12" in front of the stone is allowed. No planters. Trustees wondered why they needed a pot instead of just planting the plants. Trustee Skinner will follow-up. Trustee Stegner pointed out he has taken a lot of heat over the year for enforcing the rules. Trustee Skinner presented that Mr. Tobias was approached by Longstreth about taking care of the foundations. Trustees had many questions such as how long they pour, they guarantee them for 10 years (the township guarantees for life), how would the billing work, is the cost appropriate and would a contract be needed. Road Superintendent Gladman shared that he would rather not do them. Fiscal Officer Link will forward the information she has received to the Trustees and Trustee Skinner

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will do some further research.

Fire Department:

Trustee Miley gave an update of his recent meeting. The estimate is the property is worth \$400,000 to \$500,000. The right-of-way approval will be done this fall and a final purchase by 2021 for the Point project. The county's timeline would be June/July 2020 for the Bixby campus. The county has hired a surveyor. Chief Morris is look at new engines. Rosenbauer would be \$589,000 and Spartan would be \$625,000 but height is a problem.

Old Business:

Cea Culvert put under Roads for next month. The property was sold to the son.

New Business:

Trustee Skinner wanted to discuss a Facebook page for informational purposes only. This would mean no one would be able to post except the administrator. It could be used to notify residents of road closures, trash voucher programs, or other miscellaneous information that would be pertinent to the residents of the township. Trustee Skinner volunteered to take this on and Trustee Miley and Stegner were supportive.

Brian Alkire contacted Trustee Stegner and would like to use the Township Hall parking lot on June 6th from 4-7 pm for a parking lot ride through to celebrate a graduation. Folks would not get out of their cars. Trustees were supportive.

Trustee Skinner made a motion to release warrants #20458-20480 for \$9,957.75. Trustee Stegner seconded. Motion passed. Trustees signed cemetery deeds #574 and 575.


Trustee Skinner made a motion to go into Executive Session to discuss personnel issues at 9:35 pm. Trustee Miley seconded. Roll call vote occurred: Miley – aye Skinner – aye Stegner aye.

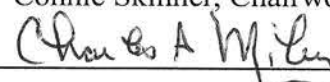
Trustee Skinner brought us back on record at 9:58 pm.

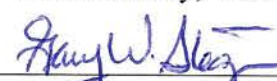
Trustee Stegner made a motion to adjourn the meeting. Trustee Skinner seconded. Motion passed. Meeting adjourned at 9:58 pm


Peggy J. Link, Fiscal Officer

Trustees


Connie Skinner, Chairwoman


Charles Miley, Vice Chairman


Gary Stegner

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Minutes of Brown Township Trustees Meeting

Held June 9, 2020

The Brown Township Trustees met on this date at 7:01 PM in regular form with Trustees Stegner, Miley and Skinner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman, Zoning Inspector Susan Kuba, Housekeeper Kristine Hedrick and Cemetery Sexton Donna Cackler

Trustee Miley made a motion to approve the June 9, 2020 agenda as amended. Trustee Skinner seconded. Motion passed.

Chairwoman Skinner led the Pledge of Allegiance

Trustee Skinner made a motion to approve the May 12, 2020 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 \$233,803.97 and earned \$9.56 in interest. Star Bank balance is \$1,334,084.15 and earned \$820.45 in interest. She passed around the reconciliation checklist and timesheets for review and approval for May 2020. Fiscal Officer Link shared that the request to receive approval from the Court of Common Pleas for the fund transfer of capital improvement funds will begin moving forward and Assistant Prosecutor Mark Fowler requested that she ask for a resolution to pay for the cost of the approval. Trustee Skinner made a motion approve up to \$220 to cover the cost of the Court of Common Pleas review of the fund transfer from the capital improvement fund to general funds retroactively. Trustee Miley seconded. Motion passed.

RESOLUTION – 2020-06-09-01 APPROVE UP TO \$220 TO COVER THE COST OF THE COURT OF COMMON PLEAS REVIEW OF THE FUND TRANSFER FROM THE CAPITAL IMPROVEMENT FUND TO GENERAL FUNDS RETROACTIVELY

Miley Aye Skinner Aye Stegner Aye

Public Participation:

Trustee Skinner shared that the Delaware County Health District has not approved agents attending meetings yet. Ms. Skinner reminded everyone to maintain social distancing and to wear mask in public. She gave updates of 266 confirmed COVID-19 cases and 80 probable with 11 deaths in Delaware County.

Trustee Skinner also asked folks about public policy per a request from the Delaware County Farm Bureau and if anyone is aware of policies that we should recommend that the Farm Bureau Work on.

Housekeeping:

Fiscal Officer Link started off the conversation by sharing a report as of 5/31/20 with \$5,333.24 in expenditures and \$25.00 in revenue this year. Ms. Hedrick shared that she currently has no rentals on the books. She has had two requests one is for a baby shower with over one hundred guests in August and the Alum Creek Mennonite Church request for July 26th. Trustee Skinner has asked Asst Prosecutor Fowler for more information on exact guidelines for rentals for the building and will advise Ms. Hedrick as soon as she receives information. Ms. Hedrick shared that the soap dispensers are working. She has not seen anymore ceiling drips. Ms. Hedrick indicates she has had people parking on the grass and expressed concerns if folks can see the signs. Further discussion occurred around whether the hall could be rented at 50% capacity or 50 people. Ms. Hedrick would need to purchase a disinfectant. Fiscal Officer Link let Ms. Hedrick know that she

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has paid her for the back wages in 2018 and 2019 that were left off her timesheets. She reminded Ms. Hedrick to make sure she is accounting for all her time.

Zoning Inspector:

Zoning Inspector Kuba went over her submitted report. Ms. Kuba brought up the request that Fiscal Officer Link shared with the Trustees regarding an adjustment or modified fee schedule for Browntown Investments. The fee request for the patio was \$650 plus \$5 per square foot for a total of \$750. Ms. Kuba indicated that our fees were still relatively low. Trustees discussed the project a little further including sidewalks would be 5’ wide and 18” drainage tile along Pearl that would go over to North Old State Road. Zoning Inspector Kuba will review the commercial project fees and make a recommendation at our next meeting.

Rob Platt with the Economic department has asked if the township was willing to help Browntown Investment’s application. Trustee Miley has drafted a letter providing support for the Delaware County CDBG request. Trustee Miley made a motion to support the Delaware County CDBG request and sign the letter of support for the Browntown Investment Kilbourne project. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2020-06-09-02 SUPPORT THE DELAWARE COUNTY CDBG REQUEST AND SIGN THE LETTER OF SUPPORT FOR THE BROWNTOWN INVESTMENT KILBOURNE PROJECT

Miley Aye Skinner Aye Stegner Aye

Further information was shared by Trustee Miley that a drop box culvert under the road on the west side of Main Street. Mr. Miley mention the request to pay for the sidewalk and Zoning Inspector Kuba reminded the Trustees that the costs of the sidewalks in was included in their development plan and that investment group would pay for this.

Lastly, Trustee Skinner shared a message that the Berlin Township would like Zoning Inspector Kuba to contact their zoning to discuss the cloud zoning.

Road Superintendent:

Road Superintendent went over his submitted report. Mr. Gladman shared that when he received the quote of \$2000 for the brick removal that he believed the cost too much and will be working to get additional quotes. Mr. Gladman noted that the little truck will need tires by the end of summer. He also asked that the Trustees identify a location for the drop box.

Trustee Skinner asked for further information regarding a conversation between Mr. Gladman and others and the Hondros farmer. The Hondros farmer was advised that he would be fined for slowing down the water and water over the road on Baker. Mr. Gladman confirmed the conversation occurred but that none one from the road crew told the Hondros farmer this. Trustee Miley did note that they could have done a better job such as a sod water way to slow down the water.

Trustee Miley noted that the drop box at Baker and 36 did not get filled. Discussion about additional signage on Howard Road to discourage cliff jumping has been put up by the State Park.

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Trustee Miley confirmed with Ron Bollard that the ditches on the south side are maintained by Berlin Township and the north side are Brown Township's responsibilities.

Trustee Skinner shared a letter received by Helen Cantrell (1037 N. Old State Road) stating that she would like to have someone advise her neighbor to the south (1017 N. Old State) to clean their ditch. Since North Old State is a county road Trustee Skinner will forward the note to them.

Roads

Trustees discussed that the Cea property has been sold. Asst Prosecutor Fowler has helped draft a letter as to what work the township is willing to do. Trustee Miley asked Road Superintendent Gladman if they could do the work or it would need to be subcontracted. Mr. Gladman will look into what is needed. Trustee Miley will reach out to the new owners and get more information.

Trustees discussed the purchase of the tractor. Trustee Miley confirmed we were offered \$7,000 trade in. The updated quote for the 6110 is \$85,000 and the mower would be \$39,000 which is over the \$100,000 budget set aside. Upon further discussion, it isn't clear why Parson's changed the tractor from the 5100 to the 6110 and Trustee Miley will ask for further details. The 5100 was quote at \$60,564 which would bring us in just slightly under budget. Further conversation about selling the tractor on govdeals.com or placing an advertisement in the OTARMA magazine was also an option.

Cemetery:

Cemetery Sexton updated she has had two funerals. Only one foundation request currently and this would be a cost share situation. Upon further discussion with the Trustees, it was suggested that maybe the relatives might want to consider a flush foundation and it would cost her \$60 to do both and \$60 for the township. This would help with mowing around it.

Trustee Skinner shared a draft contract with Longstreth to pour fall and spring foundations. Discussions around the \$270 minimum cost seemed to be a concern especially for military markers as well as for residents who may have a small foundation than the \$270 minimum. Discussion about billing and what other townships may be using a similar service. Trustee Skinner indicated she would reach back out to the vendor and have a further conversation.

Fire Department:

Trustee Miley gave an update of his recent meeting. Chief Morris is still getting quotes on a new truck but the cost looks to be around \$600,000. Jon Melvin is working on a lot split for the new property and McCullough Sharp will be helping to design the facility. Chief Morris received an OTARMA grant for reflective equipment. Tri-township will be creating a website. Trustee Miley shared a timeline for the new station with the Trustees. Two EMAs received HERO awards.

Trustee Skinner shared that she received a request from Mark Fowler that she needed to note that the point at 36/37 and in order to widen the City is acquiring the land at no-cost. The property still resides under the township and Trustees Stegner and Skinner will need to sign over the property. Trustee Miley cannot discuss or participate considering he is a board member for the Tri-Township Fire Department.

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Old Business:

Trustee Skinner shared she received a notice for the watershed hearing at the County Commissioners on October 1st at 10 am.

Trustee Miley requested that Road Superintendent Gladman check the culvert on Harris Road (east side of road) since the water backed up into the field.

Zoning Inspector Kuba shared that the veterans on Cackler Road may be able to qualify for a USDA rural development loan. She will share the details with Trustee Skinner.

New Business:

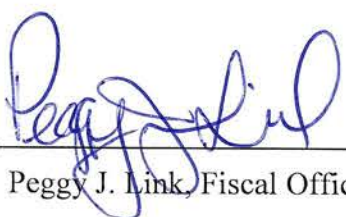
Trustee Skinner noted she has received about 40-50 telephone calls regarding trash pickup. Kingston Township has residential trash pickup by Local Waste Service for \$20/month. Berlin Township uses Rumpke. Local Waste Service could likely handle the 500 households in Brown. Residents would have the right to refuse but they would have to take their trash to the transfer station and couldn't use their own service. Trustees discussed further and would want to gather input from the residents. They will use the newsletter to solicit feedback and Trustee Skinner will gather more details.

Trustee Skinner made a motion to release warrants #20481-205060 for \$22,525.78. Trustee Stegner seconded. Motion passed.

Trustee Skinner made a motion to go into Executive Session to discuss land aquisition at approximately 9:05 pm. Trustee Miley seconded. Roll call vote occurred: Miley – aye Skinner – aye Stegner aye.

Trustee Skinner brought us back on record at 9:15 pm.

Trustee Skinner made a motion to adjourn the meeting. Trustee Stegner seconded. Motion passed. Meeting adjourned at 9:15 pm

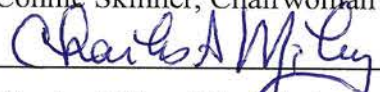


Peggy J. Link, Fiscal Officer

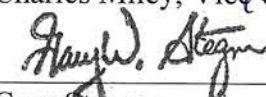
Trustees



Connie Skinner, Chairwoman



Charles Miley, Vice Chairman



Gary Stegner