

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held July 13, 2021

The Brown Township Trustees met on this date at 7:00 PM in regular form with Trustees Miley, Stegner and Skinner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman and Zoning Inspector Susan Kuba, Guests Erik Link, Delaware County Health District Commissioner Sheila Hiddleston, Delaware County Health District Representative Megan Edwards, Delaware County Prosecutor Melissa Schiffel, and Delaware County Engineer's Office Representative Doug Riedel

Trustee Stegner made a motion to approve the July 13, 2021 agenda as amended. Trustee Skinner seconded. Motion passed.

Trustee Miley led the Pledge of Allegiance

Trustee Skinner made a motion to approve the June 8, 2021 regular meeting minutes as presented. Trustee Miley seconded. Motion passed.

Fiscal Officer's Report:

Fiscal Officer Peggy Link reported that the First Commonwealth checking account balance is \$205,785.06 and earned \$3.43 in interest. Star Bank balance is \$1,336,875.51 and earned \$88.03 in interest. She passed around the reconciliation checklist and timesheet and EFT listing for review and approval for June 2021. Fiscal Officer Link shared that the Brown Township Hall rental agreement has a discrepancy between the maximum occupancy that is set for the hall and what is in the contract. Trustees discussed that the maximum occupancy should be listed and she'll revise and present the updated contract at the next meeting.

Delaware County Engineer:

Mr. Riedel presented the Trustees with the OPWC Contract with The Shelly Company for \$215,111.22 and Trustees signed the agreement. Fiscal Officer Link inquired about the split of funding and was advised that this has been agreed upon. Mr. Reidel advised the Trustees that the culvert replacement on Hogback Road is behind schedule due to equipment issues. Mr. Reidel shared the estimate for the Harris Road Grader Patch and Berm REA. Trustee Skinner made a motion to approve accepting the estimate for \$27,754.30 for Harris Road Grader Patch and Berm as long as we move the road work schedule from 2023 to 2024. Trustee Miley seconded. Motion passed.

RESOLUTION – 2021-07-13-01 APPROVE ACCEPTING THE ESTIMATE FOR \$27,754.30 FOR HARRIS ROAD GRADER PATCH AND BERM AS LONG AS WE MOVE THE ROAD WORK SCHEDULE FROM 2023 TO 2024

Miley Aye Skinner Aye Stegner Aye

Trustee Stegner advised Mr. Reidel that there was a limb across the telephone line at 3796 Old State Road (across from the township garage). Mr. Stegner received a complaint and was worried the limb would drop on a vehicle.

Delaware County Health Department:

Commissioner Sheila Hiddleston and Megan Edwards attended the meeting. Things are returning to normal. Approximately 47 COVID cases with approximately 1-2 a week. Trustees inquired about the trash voucher program since things were delayed from the spring. Ms. Hiddleston will look into it. The new offices are behind schedule but they hope to move in during January, 2022.

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Public Participation:

Prosecutor Melissa Schiffel attended the meeting. She wanted to remind the Trustees about the ARP funding and that her office would be working on putting out additional information regarding the use of those funds. She also reminded everyone of the training her office supports in December for Trustees, Fiscal Officers and Zoning Inspectors.

Zoning Inspector:

Zoning Inspector Kuba went over her report. Gotts trying to transfer property to Caldwell. Ms. Kuba has submitted her resignation effective October 31, 2021. Trustees discussed conducting an exit interview. Ms. Kuba shared she would work to obtain information on Zoning Inspectors and Board member salary information. Trustees discussed with Ms. Schiffel resolving any outstanding cases in regards to resident issues before Ms. Kuba leaves her position. This would be specific for the Devoe property on Bowtown Road. Ms. Schiffel will work to get this moving. She also indicated that her office would be implementing a ticket system in order to track where requests were at when requested. Fiscal Officer Link will send out the position description she has on file for the Zoning Inspector for everyone to review.

Road Superintendent:

Road Superintendent Gladman shared his report. Mr. Gladman inquired about maintaining Oxford Woods and when that would occur. The little truck is at Byers having the glow plugs installed. Lawrence Hardin complained about vehicles parking at the curve on Beard Road.

Roads

The Cea culvert can be removed from the agenda. Trustees discussed Harris Road berming and discussed potential solutions in regards to berming.

Cemetery

Cemetery Sexton Harp was absent. Trustee Skinner shared an update. There were 3 burials and 1 would be occurring Thursday. Maintenance removed bushes by a monument after approval from the family. Trustee Skinner discussed the flagpole at the back and wondered why it wasn't at the front. Trustee Stegner and Road Superintendent Gladman indicated it was movable and they moved it to the back to allow more space for ceremonies. Mr. Gladman will work to straighten the pole.

Trustee Skinner shared that she is working with Fiscal Officer Link to submit a grant that would be provide funding to fix foundations. Longstreth Wilbert looked at 120 foundations and gave an estimate of \$9,700 to fix those foundations/monuments. The grant has a cost share requirement to cover half of the expenses. Fiscal Officer Link shared that we have appropriated \$10,000 for site improvements. Trustee Skinner made a motion to approve \$4,850 from the improvement of sites fund as a commitment towards the grant submission. Trustee Miley seconded. Motion passed.

RESOLUTION – 2021-07-13-02 TO APPROVE \$4,850 FROM THE IMPROVEMENT OF SITES FUND AS A COMMITMENT TOWARDS THE GRANT SUBMISSION

Miley Aye Skinner Aye Stegner Aye

Trustee Miley invited Guest Erik Link to speak. Mr. Link shared he was appreciative of the offer for the Building & Grounds Laborer but because the position wasn't full-time and the hours were so sporadic that he would have to decline the position.

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	<p>Fire Department: Trustee Miley gave a brief update. The point project will be delayed a year. Trustee Miley will share pictures of the engine soon. They sold the grass truck. There will be a future fire department home sign going up.</p> <p>Old Business: Trustee Miley is continuing to work on the TIFs. Decision on whether the property is commercial or residential will occur after the property is sold.</p> <p>The Board of Election rental agreement was reviewed for the November election. Trustee Skinner made a motion to accept and approve the contract for the Board of Elections usage of the hall as a polling location for November 2021 as presented. Trustee Miley seconded. Motion passed.</p> <p>RESOLUTION – 2021-07-13-03 ACCEPT AND APPROVE THE CONTRACT FOR THE BOARD OF ELECTIONS USAGE OF THE HALL AS A POLLING LOCATION FOR NOVEMBER 2021 AS PRESENTED</p> <p>Miley Aye Skinner Aye Stegner Aye</p> <p>Trustees discussed the Sheet’s property purchase. Mark Fowler was on vacation creating a delay in moving things forward. Mr. Sheets has questions about the contract and Trustee Miley advised Mr. Sheets to discuss those questions with Mr. Fowler. The survey still needs to be done and would address some of the questions Mr. Sheets has. Tim Guider is going on vacation the last week of July. The survey won’t be done until mid-August. Fiscal Officer Link will email Mr. Guider to inquire about a quote in which we could use to generate the contract for the survey. We will not be able to move forward before the next meeting on August 10th. Since the original estimate was \$12,000/per acre for 5 acres and the new acreage is 6.2 acres the cost would be an additional \$14,400. We could use contingency due to the increased cost but with the additional initiative we will need to be cautious about other urgent situations.</p> <p>Trustee Miley made a motion to approve the obsolete inventory list for disposal. Trustee Skinner seconded. Motion passed.</p> <p>RESOLUTION – 2021-07-13-04 TO APPROVE THE OBSOLETE INVENTORY LIST FOR DISPOSAL</p> <p>Miley Aye Skinner Aye Stegner Aye</p> <p>New Business: Trustee Skinner brought forth a request to discuss a flag pole light at the Brown Township Hall. She would like to add a light so the flag could be left up at night. Trustee Miley did not want to leave the flag up during the rain. Road Superintendent Dan Gladman will look into adding a light on the roof that could light up the flag.</p> <p>Trustees discussed the ARP funding. Trustee Miley made a motion to move ahead with ARP pending grant funds for the township. Trustee Skinner seconded. Motion passed.</p>	

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RESOLUTION – 2021-07-13-05 TO MOVE AHEAD WITH ARP PENDING GRANT FUNDS FOR THE TOWNSHIP

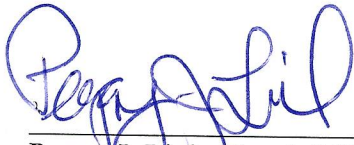
Miley Aye Skinner Aye Stegner Aye

Trustees discussed placing another Indeed.com posting for the Building and Grounds Laborer position for 2 weeks. Class B CDL should be required. Trustees discussed potentially separating out the work if an unsuccessful search occurred again.


Zoning Inspector position description would be reviewed. Township resident requirement. Discussed sending the position description to Regional Planning and other potential recruitment initiatives.

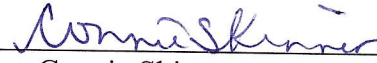
Trustee Skinner made a motion to release warrants #20771-20784 for \$18,207.19. Trustee Miley seconded. Motion passed.


Trustee Skinner made a motion to adjourn the meeting. Trustee Miley seconded. Motion passed. Meeting adjourned at 8:55 pm.


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman


Connie Skinner


Gary Stegner

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Minutes of Brown Township Trustees Meeting

Held August 10, 2021

The Brown Township Trustees met on this date at 7:00 PM in regular form with Trustees Miley, Stegner and Skinner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman and Zoning Inspector Susan Kuba, Guests Andrew and Rachel Chawalik

Trustee Skinner made a motion to approve the August 10, 2021 agenda as amended. Trustee Stegner seconded. Motion passed.

Trustee Miley led the Pledge of Allegiance

Trustee Skinner made a motion to approve the July 13, 2021 regular meeting minutes as presented. Trustee Miley seconded. Motion passed.

Fiscal Officer's Report:

Fiscal Officer Peggy Link reported that the First Commonwealth checking account balance is \$285,360.40 and earned \$3.66 in interest. Star Bank balance is \$1,336,960.32 and earned \$84.81 in interest. She passed around the reconciliation checklist and timesheet and EFT listing for review and approval for July 2021. Fiscal Officer Link shared with the Board that a resolution would need to be approved to increase the revenue funding for the OPWC grant as well as increasing the revenue since notification of this award didn't come until after July 1st. Trustee Skinner made a motion to approve using matching funds in the amount of \$15,000 for the Howard Road OPWC project. Trustee Miley seconded. Motion passed.

RESOLUTION – 2021-08-10-01 TO APPROVE USING MATCHING FUNDS IN THE AMOUNT OF \$15,000 FOR THE HOWARD ROAD OPWC PROJECT

Miley Aye Skinner Aye Stegner Aye

Trustee Miley made a motion to approve increasing the revenue estimates for the OPWC fund to include \$215,111.22. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2021-08-10-02 TO APPROVE INCREASING THE REVENUE ESTIMATES FOR THE OPWC FUND TO INCLUDE \$215,111.22

Miley Aye Skinner Aye Stegner Aye

Further discussion continued to discuss the ARP (American Rescue Act) funds. Fiscal Officer Link indicated after signing up on the OMB website, that funds were distributed within 10 days in the amount of \$89,719.28. Ms. Link shared that she was not aware that this would occur quite so easily. Fiscal Officer Link shared that she needs a resolution to approve creating a new fund to manage this award from. Trustee Skinner made a motion to approve creating fund #2272 ARP funds in order to be able to fiscally report on these. Trustee Miley seconded. Motion passed.

RESOLUTION – 2021-08-10-03 TO APPROVE CREATING FUND #2272 ARP FUNDS IN ORDER TO BE ABLE TO FISCALLY REPORT ON THESE

Miley Aye Skinner Aye Stegner Aye

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Trustee Miley made a motion to increase our revenue estimates in the amount of \$89,718.28 in order to account for the ARP funds. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2021-08-10-04 TO INCREASE OUR REVENUE ESTIMATES IN THE AMOUNT OF \$89,718.28 IN ORDER TO ACCOUNT FOR THE ARP FUNDS

Miley Aye Skinner Aye Stegner Aye

Fiscal Officer Link shared that the Delaware County Township Assn meeting was to be held August 18th at Henmick. Ms. Link shared that she has done some further research on medical insurance coverage for the township. Wendy French with Wichert shared that we have two options and we could look at Affordable Care Act (ACA) rates. This would require every elected official and all full-time employees to fill out a census form. The insurance company would then look at ACA rates that will be high but coverage is guaranteed or medically unwritten rates and these may be more affordable but it's dependent upon the health of the group. Fiscal Officer Link asked for guidance from the Board regarding an outstanding payment due from Brian Secrest who damaged a property at the Eden Cemetery on January 13, 2020. Asst Prosecutor Mark Fowler asked his investigator to try to locate Mr. Secrest with no success. It would cost about \$150 to take this case to small claims court but if we cannot locate him we would only be spending more money. Trustees agreed to not pursue Mr. Secrest further. Lastly, Fiscal Officer Link shared that Brown Township was apparently included in the Opioid Settlement case and that we need to respond to the Prosecutor's office if we want to participate. The maximum amount of funds we would receive would be \$16.62 and those funds have to specifically be spent on opioid prevention. This amount of money doesn't begin to even pay for posters. Trustee Miley made a motion to "opt out" of the opioid settlement. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2021-08-10-05 TO "OPT OUT" OF THE OPIOID SETTLEMENT

Miley Aye Skinner Aye Stegner Aye

Delaware County Engineer:

No one present.

Delaware County Health Department:

No one present.

Public Participation:

Residents Andrew and Rachel Chawalik asked the board to consider allowing them to have alcohol at a wedding reception when they were renting the hall on October 2nd. They were not planning on having it and could go across the street at their home if they were not allowed. Trustee Miley reinforced that no alcohol would be allowed.

Zoning Inspector:

Zoning Inspector Kuba went over her report. No permits were issued in July. Board of Zoning Appeals will meet tomorrow night to review Gotts/Caldwell 25' setback request. Roop 521 property is trying to get as many houses on the property to make money. He is suggesting 2 common access drive next to each other and 10 houses. Scott Sanders is coming to next Zoning Commission meeting to discuss commercial zoning options. The

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Zoning Commission has made updates to the zoning resolutions that they will review at their meeting in September and then the Trustees will need to make a decision at their September meeting. Ms. Sheets will be sharing a copy with Fiscal Officer Link to upload onto the website. August 28th the Regional Planning Commission will be holding training. If any of the Board of Zoning Appeals or Zoning Board attends, they will need to confirm participation and Fiscal Officer Link will provide them with their \$30 meeting payment.

Road Superintendent:

Road Superintendent Gladman shared his report. Mr. Gladman shared that the cemetery markers are in. He hasn't had time to check on lighting for the flag pole. He will be doing tree trimming the first part of September and shared the address of those residents who will be impacted.

Roads

Trustee Miley mentioned the Finks/Skinners are looking for tree trimming on Pittman Road. The Giehl Road culvert will be worked on and close the road close to Leonardsburg Road. Howard Road was damaged due to an excavator on 6715 Howard Road. Trustee Miley had no information on berming or when Howard Road project would begin.

Cemetery

Cemetery Sexton Harp was absent. Trustee Skinner inquired about how large of a foundation/monument could be placed on a single lot. Trustee Stegner indicated the maximum allowed would be 4 feet. Trustee Skinner is exploring options for signage in sections. Fiscal Officer Link shared that the Berry's have not paid for their foundation in order to meet the September deadline.

Fire Department:

Trustee Miley gave a brief update. Donald Rankey gave money to the Fire Board. The Board has been offered \$650,000 for their old property. A real estate expert has agreed that this is a good offer. Delivery of the fire truck should occur in September. The board approved 3 SOPs

Old Business:

Trustee Miley is continuing to work on the TIFs and had no formal documentation yet.

Trustee Miley made a motion to proceed with signing the real estate offer and move forward with the land acquisition for the Sheets property. Trustee Skinner seconded. Motion passed.

**RESOLUTION – 2021-08-10-06 TO PROCEED WITH SIGNING THE
REAL ESTATE OFFER AND MOVE FORWARD WITH THE LAND
ACQUISITION FOR THE SHEETS PROPERTY**

Miley Aye Skinner Aye Stegner Aye

Fiscal Officer Link shared that she has not received any applications for the Buildings and Ground Laborer position. Trustees discussed obtaining mowing estimates in the event a replacement cannot be found.

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Fiscal Officer Link shared that we have 3 applications for zoning inspectors. There seems to be a resident that looks like a viable option.

Trustee Stegner shared that the parking lot will be sealed August 14th and 15th and no one will be able to drive on it. Trustee Stegner shared he has reached out several times to the Kilbourne baseball association and no one will return his call in order to try to inform and coordinate this.

New Business:

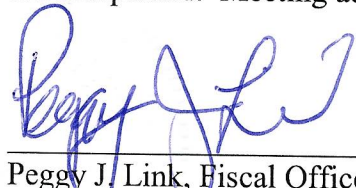
Trustee Skinner shared she received a request to hold a vaccine clinic at the Brown Township Hall. Trustee Skinner made a motion to approve the Health Department holding a vaccine clinic at the Brown Township Hall one time. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2021-08-10-07 TO APPROVE THE HEALTH DEPARTMENT HOLDING A VACCINE CLINIC AT THE BROWN TOWNSHIP HALL ONE TIME


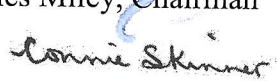
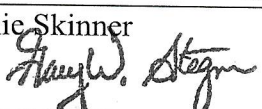
Miley Aye Skinner Aye Stegner Aye

Trustee Skinner made a motion to release warrants #20785-20799 for \$8,156.93. Trustee Miley seconded. Motion passed.

Trustee Miley made a motion to adjourn the meeting. Trustee Skinner seconded. Motion passed. Meeting adjourned at 8:10 pm.


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman

Connie Skinner

Gary Stegner

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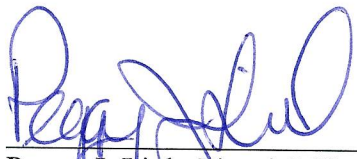
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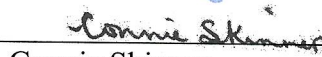
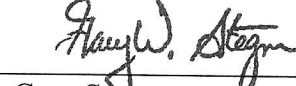
The Brown Township Trustees met on this date at 11:02 am in emergency form with Trustees Miley, Stegner and Skinner.

The meeting was called to order at 11:02 by Chairman Miley. He asked if there was any business that was to be brought before the board. Trustee Skinner made a motion to set August 23rd as the date to interview the two candidates for the Zoning Officer position on August 23. Trustee Stegner noted that the announcement said applications would be accepted until the end of August. He questioned if we interviewed on the 23rd and there was another application would we have to interview another candidate. After discussion about the schedule and there was not a pressing need to hire on since Zoning Inspector Kuba was on the job until October 31 it was decided to wait until September to hold interviews. Trustee Skinner amended her motion to hold interviews on September 14th starting at 5:30 pm. Seconded by Trustee Stegner. Stegner - Aye; Skinner - Aye; Miley - Aye. Motion passed.

Trustee Miley moved to adjourn the emergency meeting at 11:15 am. Trustee Stegner seconded the motion. Motion passed.


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman
Connie Skinner
Gary Stegner

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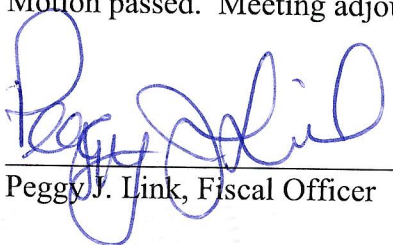
Held September 14, 2021

The Brown Township Trustees met on this date at 5:30 PM in special form with Trustees Miley, Stegner and Skinner, Zoning Inspector Susan Kuba and Guest Mark Marosher

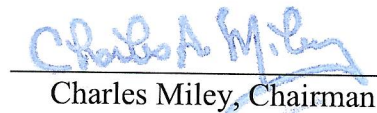
Trustee Miley moved to go into Executive Session at 5:30 pm to discuss personnel issues. Trustee Skinner seconded. Roll call vote occurred: Stegner: Aye Skinner: Aye Miley: Aye.

Back on record at 6:30 pm.

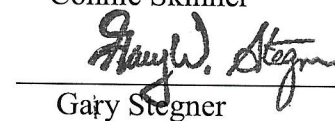
Trustee Miley made a motion to adjourn the meeting. Trustee Skinner seconded. Motion passed. Meeting adjourned at 6:30 pm.


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman


Connie Skinner


Gary Stegner

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Minutes of Brown Township Trustees Meeting

Held September 14, 2021

The Brown Township Trustees met on this date at 7:00 PM in regular form with Trustees Miley, Stegner and Skinner, Fiscal Officer Peggy Link, Road Superintendent Dan Gladman, Housekeeper Kristine Hedrick, Cemetery Sexton Beth Harp and Zoning Inspector Susan Kuba, Guests Viridiana Leonard, Megan Edwards, Mark Fowler, Beth Fligner and Doug Riedel

Trustee Skinner made a motion to approve the September 15, 2021 agenda as amended. Trustee Miley seconded. Motion passed.

Trustee Miley led the Pledge of Allegiance

Trustee Miley made a motion to approve the August 10, 2021 regular meeting minutes as presented. Trustee Skinner seconded. Motion passed. Trustee Stegner made a motion to approve the August 13, 2021 emergency meeting minutes as presented. Trustee Miley seconded. Motion passed.

Fiscal Officer's Report:

Fiscal Officer Peggy Link reported that the First Commonwealth checking account balance is \$402,894.99 and earned \$6.78 in interest. Star Bank balance is \$1,337,047.49 and earned \$87.17 in interest. She passed around the reconciliation checklist and timesheet and EFT listing for review and approval for August 2021. Fiscal Officer Link shared with the Board that a resolution needs to be approved for the Rates related to the Road and Bridge Tax Levy. Trustee Miley made a motion accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. Trustee Stegner seconded. Roll call: Miley AYE, Stegner AYE, Skinner AYE. Motion passed.

RESOLUTION – 2021-09-14-01 ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Miley Aye Skinner Aye Stegner Aye

Fiscal Officer Link made a request to the Board to ask them to begin considering additional expenses/appropriations that should be added to the FY2022 Appropriations by November 1st so that she can incorporate these additions in preparation for the 2022 Organizational Meeting in December. Trustee Skinner made a motion to release warrants #20800-20821 for \$21,667.30. Trustee Stegner seconded. Motion passed.

Delaware County Engineer:

Doug Reidel stopped by the meeting for a short visit. He shared that the Pugh Road paving is complete. Howard Road is on the schedule for after the fair and likely in October. Harris Road work to be done September 27th. The road tour is set for September 24th at 9 am. Trustee Miley brought forth culvert inspections for Jumper Road, Hogback and a 2nd one on Hogback on the McConnell property. Trustee Miley made a motion to submit a request for culvert inspections for Jumper Road, Hogback Road and a 2nd one on Hogback on the McConnell property. Trustee Stegner seconded. Motion passed.

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RESOLUTION – 2021-09-14-02 TO SUBMIT A REQUEST FOR CULVERT INSPECTIONS FOR JUMPER ROAD, HOGBACK ROAD AND A 2ND ONE ON HOGBACK ON THE MCCONNELL PROPERTY

Miley Aye Skinner Aye Stegner Aye

Delaware County Health Department:

Megan Edwards gave a brief update. The vaccine clinic held at the Brown Township Hall had 4 participants. There will be a vaccine clinic at the fair. Not sure yet what vaccine will be available. The DCHD newsletter will be once a month now.

Public Participation:

n/a

Zoning Inspector:

Zoning Inspector Kuba went over her report. The Gott property began building without a permit and Ms. Kuba did not support an agricultural exempt permit. Joe Clase with Planned 4 Land is working on 3 properties with a CAD. Trustee Miley mentioned that the Libert property needs culvert inspection. It's part of an 8 lot CAD. Mr. Miley found out that the county does not inspect drives as part of a CAD. The Board of Zoning Appeals approved a setback variance for the P&D property in Oxford Woods. Trustee Stegner mentioned that the property across from him on Howard Road is proposing moving the drive or putting another drive in. Trustee Miley reminded everyone that the first culvert inspection is free but adding another drive would cost the homeowner. Mr. Mark Fowler was in attendance and brought forward that Mr. Devoe has requested to extend the injunction. Mr. Fowler indicated that per the court he has until October 9th to comply. If he doesn't fix or file the correct documents then we can proceed with default. The township would have to front he impound cost. Mr. Fowler suggested having the vehicles remain in impound for a couple of days to allow for Mr. Devoe to comply and cover the cost. If not, the costs would be assessed on his taxes. Zoning Inspector Kuba shared that the Zoning Commission has approved updating the zoning text for Articles 7, 8, 13 and new Article 7A. The next step is for the Board to hold a public hearing to gather feedback, hear questions and opinions and share concerns. Fiscal Officer Link will prepare an advertisement to give notice of the hearing at the next regular trustee meeting on October 12, 2021. Trustee Miley made a motion to proceed with holding a hearing for public participation to review the zoning text updates for Articles 7, 8, 13 and new Article 7A. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2021-09-14-03 TO PROCEED WITH HOLDING A HEARING FOR PUBLIC PARTICIPATION TO REVIEW THE ZONING TEXT UPDATES FOR ARTICLES 7, 8, 13 AND NEW ARTICLE 7A

Miley Aye Skinner Aye Stegner Aye

Road Superintendent:

Road Superintendent Gladman shared his report. Mr. Gladman has researched adding a light to the flagpole. The distance to the flagpole from the building is 80 feet and this would require a spotlight of approximately 100 ft range. This light would cost \$750. Other possibilities could be mounting a solar light that would shine up would be

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approximately \$100 but in the winter it might not receive enough sun to power it and he isn't sure that putting something on the top of the pole is feasible. Mr. Gladman shared some information on purchasing a small new truck and that estimate is likely around \$80,000. Discussion on the accessories options and what is needed and what could be useful. Mr. Gladman shared that Lee Dennison is helping to trim bushes, mulching, helping on roads. Trustees requested that a list of duties that could be reviewed and potentially added to Lee's position description for documentation would be good and Mr. Gladman will work on that for the next meeting.

Roads

n/a

Cemetery

Cemetery Sexton Harp shared that the foundation orders have been given to Longstreth. She's had inquiries about lot purchases. Trustee Skinner and team have been working on cleaning up bushes and shrubs and searching for individuals to get approval for removing the overgrown shrubs/bushes. The Fickle family shared that a military flag was on the wrong grave and upon further review that was confirmed and was moved. Also during this same conversation, it was pointed out that foundation pour Longstreth covered up a bronze plate and sunk at the foot of the foundation. Ms. Harp will reach out to get Longstreth to fix this.

Fire Department:

Trustee Miley gave a brief update. Groundbreaking decisions will be made in approximately 2 weeks. The architect will be sending plans. The new engine should be here in October.

Old Business:

Trustee Miley is continuing to work on the TIFs. Trustee Miley made a motion declaring the improvements to certain real property located in Brown Township, Delaware County, Ohio to be a public purpose; declaring such improvements to be exempt from real property taxation; requiring the owners thereof to make service payments in lieu of taxes; designating the public infrastructure improvements to be made that will directly benefit the real property; and establishing a public improvement tax increment equivalent fund for the deposit of service payments described in Exhibit A. Trustee Skinner seconded. Roll call vote occurred: Roll call: Miley AYE, Stegner AYE, Skinner AYE. Motion passed.

RESOLUTION – 2021-09-14-04 DECLARING THE IMPROVEMENTS TO CERTAIN REAL PROPERTY LOCATED IN BROWN TOWNSHIP, DELAWARE COUNTY, OHIO TO BE A PUBLIC PURPOSE; DECLARING SUCH IMPROVEMENTS TO BE EXEMPT FROM REAL PROPERTY TAXATION; REQUIRING THE OWNERS THEREOF TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; DESIGNATING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS TO BE MADE THAT WILL DIRECTLY BENEFIT THE REAL PROPERTY; AND ESTABLISHING A PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF SERVICE PAYMENTS DESCRIBED IN EXHIBIT A.

Miley Aye Skinner Aye Stegner Aye

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held September 14, 2021

Fiscal Officer Link shared that she has not received any applications for the Buildings and Ground Laborer position. Trustees advised Ms. Link to reactivate the posting.

Trustees discussed the Zoning Inspector interview held during special meeting earlier this evening. Trustee Skinner made a motion to offer the Zoning Inspector position to Mark Marosher for \$775/month. Trustee Miley seconded. Motion passed.

RESOLUTION – 2021-09-14-05 OFFER THE ZONING INSPECTOR POSITION TO MARK MAROSHER FOR \$775/MONTH.

Miley Aye Skinner Aye Stegner Aye

Resident Viridiana Leonard attended the meeting and asked the Trustees to discuss the mowing letter her husband and she received. She wants a written letter indicating that no action will be taken since she has tried to mow some of the weeds. The mower broke because of the mowing. Trustee Miley cited Ohio Revised Code 505.87 that gives the relevant information on the responsibility of the property owner and the township for mowing. Trustee Miley just asked for the weeds to be mowed down. Ms. Leonard has in good faith put in the effort and wants to take care of it next summer. They do not have the financial capacity/budget to cover the expense. Trustees suggested using whatever she needed to cut down the weeds. It doesn't have to be done by a mower. She would like the Trustees to consider her extenuating circumstances and feels that they are not. Trustee Miley was notified her over a month ago. Trustee Skinner shared that it is the township's responsibility to ensure that residents maintain their property. Per the Ohio Revised Code a letter could be sent to the lien holder and give a date to have the weeds mowed and then if not compliance the township would mow and charge to the homeowner's property taxes. Trustees reinforced that the weeds on the mound are the worse. They would like her to show progress in the next 2 months and before it snows. They need to show continuing effort and the mound is the priority and needs to be completed by November 1, 2021. Ms. Leonard wanted until December 1st. Trustees all agreed that the work is to be done by November 1st.

New Business:

Trustees inquired with Assistant Prosecutors Fowler and Fligner on selling the old township hall. Could they use a realtor, auction, or property switch and Mr. Fowler confirmed that any of these options would work.

Trustee Miley is planning to generate mowing letters for the following properties after consensus with the Board: 5120 Leonardsburg Road, 4072 N. Old State Road, 3320 Cackler Road and Henmick Farms. He will give them 2 weeks to complete the work and then if not completed he will proceed with a certified letter to the lien holder only if needed.

Trustee Miley moved to go into Executive Session at 8:44 pm to discuss personnel issues. Trustee Skinner seconded. Roll call vote occurred: Stegner: Aye Skinner: Aye Miley: Aye.

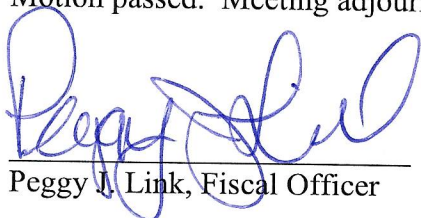
Back on record at 9:55 pm.

RECORD OF PROCEEDINGS

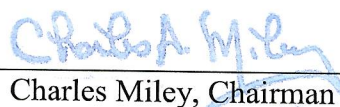
Minutes of Brown Township Trustees Meeting

Held September 14, 2021

Trustee Skinner made a motion to adjourn the meeting. Trustee Miley seconded.
Motion passed. Meeting adjourned at 9:56pm.


Peggy J. Link, Fiscal Officer

Trustees


Charles Miley, Chairman
Connie Skinner
Gary Stegner