

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

	Held January 11, 2022	
	<p>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, Zoning Inspector Mark Maroscher, Road Superintendent Dan Gladman, Road Laborer Taylor Radovich, and Guests Megan Edwards and Doug Reidel, Sheila Hiddleston and Meghan Edwards</p> <p>Trustee Skinner made a motion to approve the January 11, 2022 agenda as amended. Trustee Miley seconded. Motion passed.</p> <p>Trustee Miley led the Pledge of Allegiance</p> <p>Trustee Skinner made a motion to approve the December 14, 2021 regular meeting minutes as presented. Trustee Miley seconded. Motion passed. Trustee Skinner made a motion to approve the December 14, 2022 Organizational Meeting minutes as presented. Trustee Miley seconded. Motion passed.</p> <p>Fiscal Officer's Report: Fiscal Officer Peggy Link reported that First Commonwealth checking account balance is \$230,186.75 and earned \$5.70 in interest. Star Bank balance is \$1,337,408.43 and earned \$97.99 in interest. She passed around the reconciliation checklist for December 2021. Fiscal Officer Link requested Trustees approve an appropriation adjustment to move \$800 to mileage reimbursement for the housekeeper. Trustee Skinner made a motion to move \$800 from contingency 1000-930-930-0000 to housekeeper mileage 1000-120-190-0007 to cover mileage reimbursement for 2022. Trustee Miley seconded. Motion passed.</p> <p>RESOLUTION – 2022-01-11-01 MOVE \$800 FROM CONTINGENCY 1000-930-930-0000 TO HOUSEKEEPER MILEAGE 1000-120-190-0007 TO COVER MILEAGE REIMBURSEMENT FOR 2022</p> <p>Miley Aye Skinner Aye Stegner Aye</p> <p>Ms. Link discussed the ARP funding and after attending some training provided by the Department of Treasury that the request to consider adjusting the appropriation funds should be postponed. She received indications that there could be more flexibility with the funding that may allow the township to use the ARP funds towards roads, road equipment and general services. More details will be forthcoming. Fiscal Officer Link shared that the IRS guidelines for 2022 mileage rates has been set at .585 per mile. Trustee Skinner made a motion to set the 2022 mileage reimbursement rate to .585 per mile. Trustee Miley seconded. Motion passed.</p> <p>RESOLUTION – 2022-01-11-02 SET THE 2022 MILEAGE REIMBURSEMENT RATE TO .585 PER MILE.</p> <p>Miley Aye Skinner Aye Stegner Aye</p> <p>Ms. Link reminded everyone that she distributed the 2022 deadlines for timesheet submissions and that mileage reimbursements are required to be submitted quarterly. Ms. Link also reminded everyone attending the Ohio Township Association Winter conference to retain all appropriate receipts in order for her to process reimbursement. If she receives the receipts by the 2nd of the month, she'll be able to get those reimbursements processed for February's trustee meeting. She reminded everyone that checks received at \$1,000 she needs to be notified the day of the receipt so it can be deposited that same day.</p>	

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Trustee Skinner made a motion to release warrants #20880-20889 for \$2,985.44. Trustee Stegner seconded. Motion passed.

Delaware County Engineer:

Mr. Reidel was in attendance. He shared that he has sent a revised culvert inspection report. He has a meeting with a culvert lining contractor and plans to get an estimate in order to begin to prepare a budget for the 84" culvert on Hogback Road. Trustees

Delaware County Health Department:

Delaware County Health District Commissioner Sheila Hiddleson was in attendance as was Meghan Edwards. Ms. Hiddleson gave an update on COVID and let the Trustees that the guidance has been updated on the website. She also shared that she is making some changes in regards to nuisances. The annual meeting is to be held on March 24th. Ms. Hiddleson took feedback from Trustee Miley on potential vaccine options for younger kids after school. Ms. Edwards shared several updates on Preservation Parks and grant funds availability.

Public Participation:

n/a

Zoning Inspector:

Zoning Inspector shared his report. Mr. Maroscher shared a proposal to update the fee sheet for zoning. Trustee Skinner made a motion to update Carports to be 1 carport per property and the fee is \$100 (raised from \$60). Trustee Miley seconded. Motion passed.

RESOLUTION – 2022-01-11-02 CARPORTS TO BE 1 CARPORT PER PROPERTY AND THE FEE IS \$100 (RAISED FROM \$60)

Miley Aye Skinner Aye Stegner Aye

Further conversation occurred on inground pools, decks and solar. Mr. Maroscher will do some further research to get information from other townships and also discuss these changes with the zoning commission in order to ensure the restrictions discussed will also be reflected in the zoning code. Trustee Stegner made a motion to approve the reappointment of Christopher Rinehart to the Zoning Commission Board for a term of 5 years through December 31, 2026. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2022-01-11-03 APPROVE THE REAPPOINTMENT OF CHRISTOPHER RINEHART TO THE ZONING COMMISSION BOARD FOR A TERM OF 5 YEARS THROUGH DECEMBER 31, 2026

Miley Aye Skinner Aye Stegner Aye

Road Superintendent:

Road Superintendent Gladman shared his report. Mr. Gladman shared several quotes for providing tree cutting for 4 trees on Hogback Road that are endanger of falling in the road. Trustee Stegner made a motion to cut 4 trees on Hogback Road for a cost not to exceed \$2,000. Trustee Miley seconded. Motion passed.

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RESOLUTION – 2022-01-11-04 MOTION TO CUT 4 TREES ON HOGBACK ROAD FOR A COST NOT TO EXCEED \$2,000

Miley Aye Skinner Aye Stegner Aye

Ms. Link shared that she would work on getting an approved contract but if at anytime there is concern that the trees become an emergency situation that the Road Superintendent should proceed to have the work done.

Ms. Link asked for the Trustees to confirm they are still supportive of Mr. Gladman's attendance at the OTARMA Winter Conference. The trustees were supportive of his attendance. Trustee Skinner made a motion to approve Mr. Gladman attend the OTARMA Winter Conference. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2022-01-11-05 TO APPROVE MR. GLADMAN ATTEND THE OTARMA WINTER CONFERENCE

Miley Aye Skinner Aye Stegner Aye

Roads

Trustee Miley continued the road discussion by sharing the 2022 Delaware County Road Improvement Estimate for three roads – Veley, McCurdy and Jumper Roads.

Microsurface is a technique used to take the roads down before crack seal is performed and similar to what was done to Howard Road. Trustee Miley made a motion to approve the 2022 Delaware County Road Improvement program for microsurface work on Veley Road for a cost not to exceed \$128,700. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2022-01-11-06 TO APPROVE THE 2022 DELAWARE COUNTY ROAD IMPROVEMENT PROGRAM FOR MICROSURFACE WORK ON VELEY ROAD FOR A COST NOT TO EXCEED \$128,700

Miley Aye Skinner Aye Stegner Aye

Upon further conversation, this request will not be included in an OPWC grant since that was due in November, 2021. Trustee Stegner inquired why McCurdy Road couldn't be included in this work. While the cost to do the work on Veley Road is significant the Township has tried to maintain a 3-year cycle on road work and if we put off too much this will only increase the cost next year for other work. Mr. Reidel was going to work with Mr. Huffman to get the Trustees a cost for including McCurdy in the program. It was agreed that delaying Jumper Road until after the culvert replacement this next year made sense.

Trustee Miley shared a brief update on culvert inspections. Trustee Miley shared that he was notified by Brody with Berlin Township of culvert work that was being performed by Mr. Reffitt at Baker and Jumper Road that was actually in the road right-a-way to clear out the culvert of tree roots. They were using non-perforated tile and there was concern of letting water enter. Mr. Miley worked with the county and Dennis Rand to place breathers in the culvert to assist and mentioned reimbursing him for 100' of tile. Trustee Miley made a motion to cover \$228.90 to the Delaware County Engineer's office for material associated with Baker Road culvert. Trustee Skinner seconded. Motion passed.

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RESOLUTION – 2022-01-11-07 TO COVER \$228.90 TO THE DELAWARE COUNTY ENGINEER’S OFFICE FOR MATERIAL ASSOCIATED WITH BAKER ROAD CULVERT

Miley Aye Skinner Aye Stegner Aye

Cemetery

Cemetery Sexton Harp was absent from the meeting. Trustee Skinner shared she is still waiting for Assistant Prosecutor Fligner to provide a contract for Longstreth for 2022 foundation pours. She received a quote of the price increasing to \$21.35 per cubic foot or a minimum of \$300. Fiscal Officer Link will draft a contract to see if she can get a response quicker with the draft. Ms. Skinner is also working on getting quotes for cemetery markers.

Fire Department:

Trustee Miley gave a brief update on the point project and the culvert work. The bid package should be going out in January as is the Bixby Campus package.

Building and Grounds:

Road Superintendent Gladman shared that Ms. Hedrick has identified some caulking issues and drywall issues from the building shifting. Mr. Gladman is planning to work on these when they are not plowing snow.

Old Business:

Trustee Skinner shared a contract for the Board of Elections to use the hall for May 3, November 8, and possibly August 2nd elections for 2022. Trustee Skinner made a motion to accept and approve the Board of Elections contract to use the township hall for May 3rd, November 8th and possibly August 2nd, 2022 elections. Trustee Miley seconded. Motion passed.


RESOLUTION – 2022-01-11-08 TO ACCEPT AND APPROVE THE BOARD OF ELECTIONS CONTRACT TO USE THE TOWNSHIP HALL FOR MAY 3RD, NOVEMBER 8TH AND POSSIBLY AUGUST 2ND, 2022 ELECTIONS

Miley Aye Skinner Aye Stegner Aye

New Business:

n/a

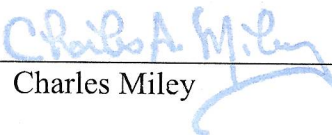
Trustee Miley made a motion to adjourn the meeting. Trustee Skinner seconded. Motion passed. Meeting adjourned at 8:26 pm.


Peggy J. Link, Fiscal Officer

Trustees



Connie Skinner, Chairman


Charles Miley

Gary Stegner

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Held February 8, 2022

The Brown Township Trustees met on this date at 7:00 PM in regular form with Trustees Miley and Skinner, Fiscal Officer Peggy Link, Zoning Inspector Mark Maroscher, Road Superintendent Dan Gladman, Road Laborer Taylor Radovich, and Guests Megan Edwards and Doug Reidel

Trustee Skinner made a motion to approve the February 8, 2022 agenda as amended. Trustee Miley seconded. Motion passed.

Trustee Skinner led the Pledge of Allegiance

Trustee Skinner made a motion to approve the January 11, 2022 regular meeting minutes as presented. Trustee Miley seconded. Motion passed. Trustee Skinner made a motion to approve the December 28, 2021 end of year minutes as presented. Trustee Miley seconded. Motion passed.

Fiscal Officer's Report:

Fiscal Officer Peggy Link reported that First Commonwealth checking account balance is \$228,806.37 and earned \$3.95 in interest. Star Bank balance is \$1,337,526.61 and earned \$118.18 in interest. She passed around the reconciliation checklist for January 2022. Ms. Link noted that employees cannot be giving checks to spouses or family members. No one other than employees should have access to keys, checks, building access or deposit stamps. Communication is key to informing the Trustees or Fiscal Officer if assistance is needed due to medical or personal issues and the duties cannot be performed related to their jobs. Trustee Skinner made a motion to release warrants #20890-20900 for \$17,731.03. Trustee Miley seconded. Motion passed.

Delaware County Engineer:

Mr. Reidel was in attendance. Mr. Reidel shared an updated 2022 County Road Improvement estimate for a total of \$167,100. Trustee Miley made a motion to accept the 2022 County Road Improvement estimate for a total of \$167,100. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2022-02-08-01 ACCEPT THE 2022 COUNTY ROAD IMPROVEMENT ESTIMATE FOR A TOTAL OF \$167,100

Miley Aye Skinner Aye

Mr. Reidel also presented a estimate to replace the Jumper Road culvert for a total of \$26,974.50. Trustee Miley made a motion to approve replacement of the 16" culvert by Delaware County Engineer's Office for Jumper Road for a cost of \$26,974.50. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2022-02-08-02 TO APPROVE REPLACEMENT OF THE 16" CULVERT BY DELAWARE COUNTY ENGINEER'S OFFICE FOR JUMPER ROAD FOR A COST OF \$26,974.50

Miley Aye Skinner Aye

Trustee Miley discussed the possibility of a service that a vendor at the OTARMA Winter conference shared. The vendor provides a survey of the roads on a scale. Mr. Reidel shared that the County provides the same service for free. Mr. Reidel and Trustee Miley discussed the quote from No Dig Construction for lining the 84" culvert on Hogback Road. The quote was for \$123,008 and Mr. Reidel is suggesting that that the township

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will want to keep an eye on the culvert. The cost will have to be covered by the township and the Corp of Army Engineers will not be providing any support. It's likely that this will need to be replaced in the next 2-5 years.

Delaware County Health Department:

Delaware County Health District representative Megan Edwards attended the meeting. She shared that the health department has released new guidance for COVID and this is on their website. There will be a booster clinic on February 11th at Willis for school age kids. The last clinic was postponed due to weather. Ms. Edwards shared that the County has received a \$200,000 grant to help with reducing teen crashes. They have funds to cover 11 teen drivers from each school. She asked that the township encourage participation.

Public Participation:

n/a

Zoning Inspector:

Zoning Inspector shared his report. Mr. Maroscher shared additional information he collected to update the fee sheet for zoning. Discussion occurred about single-family residence fee, pools, solar, and carport and a comparison of other township fees. Trustee Miley made a motion to recommend the following change in zoning rates single family residence with attached garage \$400, pool permit \$100, solar panels \$200, carport over 200 sf \$120 and carport up to 200 sf \$60 effective March 1, 2022. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2022-02-08-03 TO RECOMMEND THE FOLLOWING CHANGE IN ZONING RATES SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE \$400, POOL PERMIT \$100, SOLAR PANELS \$200, CARPORT OVER 200 SF \$120 AND CARPORT UP TO 200 SF \$60 EFFECTIVE MARCH 1, 2022

Miley Aye Skinner Aye

Mr. Maroscher will work on updating the zoning fee list and share this with Fiscal Officer Link to get the website updated. Mr. Maroscher will also work with the Zoning Commission to update the resolutions in order to align with these new rates

Trustee Skinner made a motion to approve the reappointment of Brad Ebersole to the Zoning Commission Board for a final term of 5 years through December 31, 2026. Trustee Miley seconded. Motion passed.

RESOLUTION – 2022-02-08-04 TO APPROVE THE REAPPOINTMENT OF BRAD EBERSOLE TO THE ZONING COMMISSION BOARD FOR A FINAL TERM OF 5 YEARS THROUGH DECEMBER 31, 2026

Miley Aye Skinner Aye

Road Superintendent:

Road Superintendent Gladman shared his report. Timberland Tree will take care of tree services for Hogback Road after he finishes up some county work. Mr. Gladman shared that he has no spare ag district signs. He received several quotes for the signs. Trustee Miley made a motion to purchase 15 ag district signs for a cost not to exceed \$388.80 from Hall Signs. Trustee Skinner seconded. Motion passed.

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	<p>RESOLUTION – 2022-02-08-05 TO PURCHASE 15 AG DISTRICT SIGNS FOR A COST NOT TO EXCEED \$388.80 FROM HALL SIGNS</p> <p>Miley Aye Skinner Aye</p> <p>Fiscal Officer Link inquired about the 2022 inventory list. Mr. Gladman needs to include the zoning inspector new equipment and will have this list updated for the next meeting. Trustee Skinner shared that she received several comments about how great a job the road crew did during this last snow storm.</p> <p>Trustee Skinner made a motion to reimburse Hondros for 5 culvert pipes for the Baker Road/Jumper Road culvert repair for a cost of \$699.95. Trustee Miley seconded. Motion passed.</p> <p>RESOLUTION – 2022-02-08-06 TO REIMBURSE HONDROS FOR 5 CULVERT PIPES FOR THE BAKER ROAD/JUMPER ROAD CULVERT REPAIR FOR A COST OF \$699.95</p> <p>Miley Aye Skinner Aye</p> <p>Roads</p> <p>Trustee Miley discussed the microsurface of Veley Road and that there are some significant cracks that may need more than crack sealing. Mr. Reidel will have Justin Hines to review the cracks and provide a recommendation/estimate for taking care of those.</p> <p>Cemetery</p> <p>Cemetery Sexton Harp was absent from the meeting. Trustee Skinner made a motion to accept and approve the updated cemetery rules effective March 1, 2022. Trustee Miley seconded. Motion passed.</p> <p>RESOLUTION – 2022-02-08-07 TO ACCEPT AND APPROVE THE UPDATED CEMETERY RULES EFFECTIVE MARCH 1, 2022</p> <p>Miley Aye Skinner Aye</p> <p>Trustee Skinner shared she is still exploring section markers and how many are needed.</p> <p>Fire Department:</p> <p>Trustee Miley gave a brief update. The American Freight building will be used for a temporary location and the City will make improvements at their expense. The civil engineering and architect work is complete for the new building. The bid package was set to \$5 million but the hope is that the amount is closer to \$4 to \$4.5 million. The bid package is currently active and has two more weeks.</p> <p>Building and Grounds:</p> <p>Trustee Skinner inquired about the concrete pad sinking at the back of the building. Mr. Gladman let her know that the pad isn't sinking but the others are moving to allow for frost.</p> <p>Trustee Miley informed the board that the Garcia party had left the doors open and that Mr. Gladman shut the doors while he was cleaning the parking lot from snow. He later went through the parking lot and it was back open. Mr. Gladman was asked to remove the kick stops from all the doors except for the back door.</p>	

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Old Business:

Trustee Skinner asked Ms. Link to look at the baseball contract. The proposed contract is probably way more than what is needed.

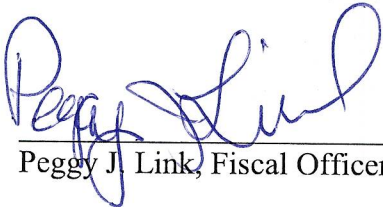
New Business:

Trustee Skinner shared that health department grant is more geared towards non-profit.

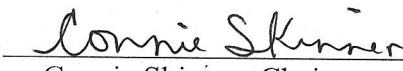
Delaware County EMS has inquired about using the building for an entire week for training. Trustees discussed that this would be fine and they would just ask that a similar contract like the Board of Election uses for the EMS to use for the week of May 16-20th.

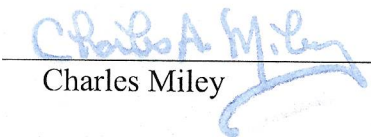
Trustee Miley discussed if the Board wanted to participate in a clinic hosted by the Soil and Water department for drainage solutions. Trustee Miley, Road Superintendent Gladman and Zoning Inspector Maroscher will participate.

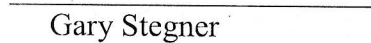
Trustee Miley made a motion to adjourn the meeting. Trustee Skinner seconded. Motion passed. Meeting adjourned at 8:17 pm.


Peggy J. Link, Fiscal Officer

Trustees


Connie Skinner, Chairman


Charles Miley


Gary Stegner

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Minutes of Brown Township Trustees Meeting

	Held March 8, 2022	
	<p>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, Zoning Inspector Mark Maroscher, Road Superintendent Dan Gladman, Housekeeper Kristine Hedrick, and Guests Megan Edwards, Tim Carroll, Delaware County Prosecutor Melissa Schiffel, Robert Hedrick</p> <p>Trustee Skinner made a motion to approve the March 8, 2022 agenda as amended. Trustee Miley seconded. Motion passed.</p> <p>Trustee Skinner led the Pledge of Allegiance</p> <p>Trustee Skinner made a motion to approve the February 8, 2022 regular meeting minutes as presented. Trustee Miley seconded. Motion passed.</p> <p>Fiscal Officer's Report: Fiscal Officer Peggy Link reported that First Commonwealth checking account balance is \$214,297.64 and earned \$3.53 in interest. Star Bank balance is \$1,337,687.45 and earned \$160.84 in interest. She passed around the reconciliation checklist for February 2022. Fiscal Officer Link shared she was going on vacation from March 25 through April 3rd. Trustee Skinner agreed to help with check deposits while Ms. Link was away. Ms. Link shared information regarding the American Rescue Act and provided information regarding accepting the standard rates and sharing the full amount of funds that will be transferred.</p> <p>RESOLUTION NO. <u>2022-03-08-01</u> <i>Authorizing Expenditure from American Rescue Plan Act Funds</i></p> <p><u>Delaware</u> County, Ohio</p> <p>Be It Resolved by the T^{ownship} Trustees of <u>Brown</u> Township</p> <p>WHEREAS, this date, <u>March 8</u>, 20<u>22</u>, Trustee <u>Skinner</u> moved the adoption of the following Resolution:</p> <p>WHEREAS, the Township has received a distribution of monies (the "ARPA Funds") from the American Rescue Plan Act of 2021 ("ARPA" or the "Act"); and</p> <p>WHEREAS, Congress passed the Act effective March 11, 2021; and</p> <p>WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and</p> <p>WHEREAS, Section 603(c) generally provides that:</p> <p>(1) USE OF FUNDS. Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover costs incurred by the metropolitan city, nonentitlement unit of local government, or county, by December 31, 2024 -</p>	

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(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

WHEREAS, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:

Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”].

WHEREAS, the Rule further observes that:

The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss particularly for Coronavirus State and Local Fiscal Recovery Fund’s smallest recipients. This change is intended to promote administrative efficiency and simply revenue loss calculation for smaller recipients.

WHEREAS, the Rule further clarifies that recipients can use:

SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise.

WHEREAS, some common examples of “government services” expressly recognized by Treasury are as follows:

- Road building and maintenance, and other infrastructure
- Health services
- General government administration, staff, and administrative facilities
- Environmental remediation

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	<div><ul style="list-style-type: none">• Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)• Maintenance or pay-go funded building infrastructure• Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure<p>WHEREAS, “Government services is [deemed by Treasury] the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements;” and</p><p>WHEREAS, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including:</p><ul style="list-style-type: none">• Deposit into pension funds• Satisfaction of settlements or judgments• Contributions to financial reserves or “rainy day” funds<p>WHEREAS, the Board of Trustees has identified a project which, in the judgment of the Board, qualifies as a permitted use of the ARPA Funds, in direct support of governmental services, which consists of the following:</p><div><div></div><div></div><div></div></div><p>(the “Project”).</p><p>NOW THEREFORE, it is hereby RESOLVED by the Board that:</p><div><div>1. The Township elects to use the standard allowance and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services</div><div>2. The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount not to exceed: \$179,438.56</div><div>3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:<div><div><input type="checkbox"/> Police protection</div><div><input type="checkbox"/> Fire and emergency medical services</div><div><input checked="" type="checkbox"/> Road repair, maintenance and other transportation and safety services</div><div><input type="checkbox"/> Public infrastructure support</div></div></div></div></div>	

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- X General government administration and administrative facilities
- ☐ Land use regulations and enforcement
- X Parks and recreational facilities and programs
- ☐ Other

4. Accordingly, the Project is in the best interests of the Township and is deemed a priority for the community.

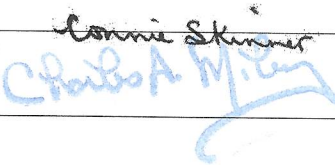
5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

Trustee Miley seconded the Motion, and thereupon, the votes in favor of this Resolution were recorded and reflected by the signatures hereto.

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Adopted the 8th day of March, 2022.

Attest: 
Township Fiscal Officer


Township Trustees

Trustee Skinner made a motion to release warrants #20901-20916 for \$10,793.42. Trustee Miley seconded. Motion passed. Fiscal Officer Link shared that the auditors will begin visiting the township the week of April 18th and will be onsite and need a key. Fiscal Officer Link gave an update on cell phones and the iPhone SE is still unavailable. The options would be to purchase an iPhone 11 for \$49/each or go with a Samsung Galaxy that is free. Trustee Miley made a motion to approve moving forward with the Samsung Galaxy for the 4 phone lines. Trustee Skinner seconded. Motion passed.

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Delaware County Engineer:

Mr. Reidel was not in attendance.

Delaware County Health Department:

Delaware County Health District representative Megan Edwards attended the meeting. Megan sent several flyers ahead of the meeting. The Health Department has updated their website with new CDC guidance. She shared several new programs: Hug Your Babies and first Tuesday of every month is car seat checks. She shared that she is hoping that the spring cleanup program will be updated at the annual meeting on March 24th.

Public Participation:

Delaware County Prosecutor Melissa Schiffel was in attendance and just wanted to visit. She shared that the Prosecutor's office was going to be putting out several videos that would be useful for zoning boards.

Mr. Robert Hedrick inquired about the ditch in front of his property. He was willing to help clean out the culvert. Trustee Miley will work on the issue and figure out next steps.

Zoning Inspector:

Zoning Inspector shared his report. Mr. Maroscher shared additional information he collected to update the fee sheet for zoning. Further discussion on the final and additional changes for the zoning fee structure. Trustee Skinner made a motion to recommend the following change in zoning rates accessory structures under 100 square feet is \$25 and relocation of an existing structure \$25 effective March 9, 2022. Trustee Miley seconded. Motion passed.

RESOLUTION – 2022-03-08-02 RECOMMEND THE FOLLOWING CHANGE IN ZONING RATES ACCESSORY STRUCTURES UNDER 100 SQUARE FEET IS \$25 AND RELOCATION OF AN EXISTING STRUCTURE \$25 EFFECTIVE MARCH 9, 2022

Miley Aye Skinner Aye Stegner Aye

Mr. Maroscher will work on updating the zoning fee list and share this with Fiscal Officer Link to get the website updated.

Road Superintendent:

Road Superintendent Gladman shared his report. Mr. Gladman shared a quote to purchase mulch for the cemetery, cemetery and around the township halls. Trustee Miley made a motion to approve the purchase of mulch not to exceed \$2,400. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2022-03-08-03 MADE A MOTION TO APPROVE THE PURCHASE OF MULCH NOT TO EXCEED \$2,400

Miley Aye Skinner Aye Stegner Aye

Mr. Gladman shared that the emergency repair of the 200 amp service from Sellers Electric was completed. Fiscal Officer Link shared the contract/quote. Trustee Stegner made a motion to accept the quote for \$1,400 to furnish a new 200-amp aluminum wiring from the building meter base to the top of the utility pole. Trustee Skinner seconded. Motion passed.

RECORD OF PROCEEDINGS

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RESOLUTION – 2022-03-08-04 TO ACCEPT THE QUOTE FOR \$1,400 TO FURNISH A NEW 200-AMP ALUMINUM WIRING FROM THE BUILDING METER BASE TO THE TOP OF THE UTILITY POLE

Miley Aye Skinner Aye Stegner Aye

Fiscal Officer Link inquired about the 2022 inventory list. Mr. Gladman will have it ready for the next meeting.

Roads

Trustee Miley shared that Mr. Thivner on Baker Road had a water problem. The Wilson's built a new building and believes the tile might be broken causing the water problem. Trustee Miley and Road Superintendent Gladman will look into this as soon as things dry out some.

Cemetery

Cemetery Sexton Harp was absent from the meeting. Trustee Skinner made a motion to accept and approve the Longstreth contract for foundation pours for the 2022 calendar year. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2022-03-08-05 TO ACCEPT AND APPROVE THE LONGSTRETH CONTRACT FOR FOUNDATION POURS FOR THE 2022 CALENDAR YEAR.

Miley Aye Skinner Aye Stegner Aye

Fire Department:

Trustee Miley gave a brief update. The Board has not signed anything yet in relationship to moving to the American Freight facility temporarily. The board receive 3 bids and all were over \$5 million.

Housekeeping:

Ms. Kristine Hedrick informed the Board that the manufacturer no longer makes the chair leg bumpers. Capital Office Supply Anita Sower worked and was able to get 100 free ones to be sent. Anita Sower shared that the same color and tables would cost \$125/each. The rack will only hold 2 more tables. Ms. Hedrick shared that she reviewed quotes from Home Depot for vacuums and the Shark was \$189 and Hoover was \$169. Trustee Skinner made a motion for approval to purchase 2 tables at \$125/each and purchase a vacuum for a cost no more than \$175. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2022-03-08-06 APPROVAL TO PURCHASE 2 TABLES AT \$125/EACH AND PURCHASE A VACUUM FOR A COST NO MORE THAN \$175

Miley Aye Skinner Aye Stegner Aye

Ms. Hedrick shared that at the old hall the neighbors are parking a black car in the drive even when its rented. Mr. Maroscher knows that neighbor and will ask them to move the car so that it doesn't impact rentals. Lastly, Ms. Hedrick read from a letter share prepared requesting an raise, she wants to be changed to an hourly employee, she receives no benefits, no leave, she works on nights and weekends and she is requesting \$25/hr and no longer salaried.

RECORD OF PROCEEDINGS

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Building and Grounds:

Trustee Skinner shared an updated EMS contract for use of the building the week of May 16th. Trustee Skinner made a motion to approve the EMS contract for the week of May 16-20th. Trustee Miley seconded. Motion passed.

Trustee Stegner shared that he is getting estimates for concrete repair for the back piece and the back door as well as putting a concrete pad at the maintenance building.

Old Business:

Tim Carroll with the Kilbourne Ball Association was in attendance of the meeting. Trustee Skinner shared a brief overview of the proposed contract that we are asking the ball association to agree and sign. The contract addresses three main items and those were providing the township a copy of the hold harmless agreements that each family signs, liability insurance for the ball association and encourages good communication between the ball association and the township. Trustee Skinner made a motion to accept the contract as presented pending Kilbourne Ball Association approval. Trustee Stegner seconded. Motion passed.

RESOLUTION – 2022-03-08-07 TO ACCEPT THE CONTRACT AS PRESENTED PENDING KILBOURNE BALL ASSOCIATION APPROVAL

Miley Aye Skinner Aye Stegner Aye

New Business:

Trustee Skinner shared she will be attending the MORPC seminar March 16th.

Nick Sheet attended the meeting and shared a proposal for an orchard, event building located at Kilbourne Road and SR 521 that consists of 30 acres. Mr. Sheets indicated they would work with the township and follow the appropriate laws related to an agritourism enterprise. The biggest costs and challenges are likely to be with the utilities. He would like to have it functioning by next summer.

Trustee Skinner made a motion to move into executive session to discuss salary and compensation issues related to personnel at 8:25 pm. Trustee Stegner seconded. Roll call was taken Miley Aye Skinner Aye Stegner Aye.

Trustee Skinner brought the meeting back on the record at 9:04 pm

Trustee Miley made a motion to change Kristine Hedrick's salary to \$400/month with the expectation of approximately 20 hours of work performed specifically to clean both township halls, she will receive no mileage reimbursement, she will no longer serve as the township liaison for rentals; Trustee Skinner will let Ms. Hedrick know when she needs to clean after rentals and Kristine will need to return the cell phone and rental key all effective as of April 1, 2022. Trustee Skinner seconded. Motion passed.

RESOLUTION – 2022-03-08-08 TO CHANGE KRISTINE HEDRICK'S SALARY TO \$400/MONTH WITH THE EXPECTATION OF APPROXIMATELY 20 HOURS OF WORK PERFORMED SPECIFICALLY TO CLEAN BOTH TOWNSHIP HALLS, SHE WILL RECEIVE NO MILEAGE REIMBURSEMENT, SHE WILL NO LONGER SERVE AS THE TOWNSHIP LIAISON FOR RENTALS, TRUSTEE SKINNER WILL LET MS. HEDRICK KNOW WHEN SHE NEEDS TO CLEAN AFTER RENTALS AND KRISTINE WILL NEED TO RETURN

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

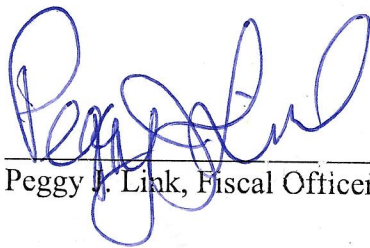
Held March 8, 2022

THE CELL PHONE AND RENTAL KEY ALL EFFECTIVE AS OF APRIL 1, 2022

Miley Aye Skinner Aye Stegner Aye

Fiscal Officer Link will prepare the appropriate letter and update the position description so that this information can be shared with Ms. Hedrick.

Trustee Skinner made a motion to adjourn the meeting. Trustee Miley seconded. Motion passed. Meeting adjourned at 9:05 pm.

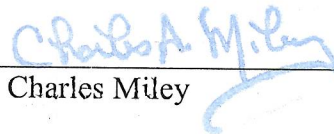


Peggy J. Link, Fiscal Officer

Trustees



Connie Skinner, Chairman



Charles Miley

Gary Stegner