

# RECORD OF PROCEEDINGS

## Minutes of Brown Township Trustees Meeting

Held September 10, 2024

The Brown Township Trustees met on this date at 7:00 PM in regular form with Trustees Stegner and Skinner, Fiscal Officer Link, Road Superintendent Dan Gladman, Zoning Inspector Steve Serio, and Guests Garrett Gandee, Heather Barrett, Elizabeth Smith, and Doug Reidel

Trustee Skinner made a motion to approve the September 10, 2024 agenda as amended. Trustee Stegner seconded. Motion passed.

Trustee Skinner led the Pledge of Allegiance

Trustee Skinner made a motion to approve the August 13, 2024 regular meeting minutes as presented. Trustee Stegner seconded. Motion passed.

Trustee Stegner made a motion to approve the August 13 and 26, 2024 special meeting minutes as presented. Trustee Skinner seconded.

**Maintenance Building Contractor/Construction:**

No update

**Delaware County Engineer:**

Doug Reidel asked for the township to designate a signature authority for the OPWC proposal for Pittman Road. Trustee Skinner made a motion to authorize Trustee Miley be designated as signature authority for the OPWC project for Pittman Road. Trustee Stegner seconded. Motion passed.

**RESOLUTION 2024-09-10-01 TO AUTHORIZE TRUSTEE MILEY BE DESIGNATED AS SIGNATURE AUTHORITY FOR THE OPWC PROJECT FOR PITTMAN ROAD**

**Skinner Aye Stegner Aye**

Trustee Skinner also made a motion to approve a Request for Engineering Assistance for culvert inspection close to 5475 Howard Road. Trustee Stegner seconded. Motion passed.

**RESOLUTION 2024-09-10-02 TO APPROVE A REQUEST FOR ENGINEERING ASSISTANCE FOR CULVERT INSPECTION CLOSE TO 5475 HOWARD ROAD**

**Skinner Aye Stegner Aye**

**Delaware County Health Department:**

Mr. Smith was not present. No updates

**Public Participation:**

Resident Elizabeth Smith attended the meeting to express concerns over the rezoning of Henmick Brewery. She is concerned that residents further away from Henmick do not understand the impact compared to someone closer to the business. Trustee Skinner advised Ms. Smith that this request is now in the hands of the voters since a referendum was submitted.

# RECORD OF PROCEEDINGS

## Minutes of Brown Township Trustees Meeting

Held September 10, 2024

### **Fiscal Officer's Report:**

Current First Commonwealth Checking Account Balance \$540,402.43 and accrued interest of \$2,01558. Current STAROhio Account Balance \$1,486,264.50 and earned \$6,814.08 in interest. Trustees reviewed and approved the bank reconciliation and timesheets for August 2024. Trustee Skinner made a motion to release Warrants #21405-21424 for \$6,591.23. Trustee Stegner seconded. Ms. Link presented a request for resolution for the accepting the amounts and rates by budget commission and rescind last month's resolution since we needed to wait until we had approval from the Delaware County Budget Commission. Trustee Skinner made a motion to rescind motion 2024-08-03-01 and accept the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor. Trustee Miley seconded. Roll call vote was held. Motion passed

**RESOLUTION 2024-09-10-02 TO ACCEPT THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR**

**Skinner Aye Stegner Aye**

Ms. Link shared a Risk Control Survey from when she met with OTARMA and the risk management folks. There were three issues identified: 1) sexual harassment training; 2) driver/passenger policy; and 3) secondary containment storage containment. Trustees shared that item 3 will be addressed when moving the fuel storage containers to the new maintenance building.

Trustee Skinner made a motion to accept the resignations of Steve Lisano effective September 15, 2024 and Julie Lisano for August 31, 2024. Trustee Stegner seconded. Motion passed.

Ms. Link reminded Trustees and employees that they need to respond promptly to public records requests. Folks need to be mindful of retaining appropriate documents including texts, emails, etc.

Lastly, in order for Ms. Link to appropriately account for the maintenance bond funds she needs to create several new funds and move appropriations around. Trustee Skinner made a motion to create 3101 for Debt Services and the respective appropriations and transfer \$55,050.35 from 1000-610-730-0000 to 3101-830-830-000. There was no second. Motion did not pass. Issue will be tabled until the next meeting.

### **Zoning Inspector:**

Zoning Inspector Serio briefly went over the monthly report. We need to replace Julie Lisano as Alternate on the Zoning Board. Trustee Stegner made a motion to appoint Marc Gaskell to fill the role of Alternate effective October 1, 2024. Trustee Skinner seconded. All approved.



# RECORD OF PROCEEDINGS

## Minutes of Brown Township Trustees Meeting

Held September 10, 2024

### Road Superintendent:

Road superintendent went over his report. The new truck is still schedule for a November building. Radio cost \$1570 and Fiscal Officer Link will do a further review of the budget to ensure if this can be purchased this year. Trustee Skinner made the motion to approve \$515.82 for the Intl 7400 to purchase batteries for the truck. Trustee Stegner seconded. Motion approved.

### RESOLUTION 2024-09-10-03 TO APPROVE \$515.82 FOR THE INTL 7400 TO PURCHASE BATTERIES FOR THE TRUCK

Skinner Aye Stegner Aye

Trustee Stegner made a motion to approve purchasing concrete sealer for the township hall to help with salt and freeze-thaw protection for a cost not to exceed \$700. Trustee Skinner seconded. Motion passed.

### RESOLUTION 2024-09-10-03 TO APPROVE PURCHASING CONCRETE SEALER FOR THE TOWNSHIP HALL TO HELP WITH SALT AND FREEZE-THAW PROTECTION FOR A COST NOT TO EXCEED \$700

Skinner Aye Stegner Aye

Trustee Skinner and Road Superintendent Gladman shared a proposal from Reddick Equipment Company for the brine sprayer the township has received a grant for. Trustee Skinner made a motion to approve purchasing the sprayer from Reddick for a cost not to exceed \$6,753 from the salt grant funded by the EPA. Trustee Stegner seconded. Motion passed.

### RESOLUTION 2024-09-10-04 TO APPROVE PURCHASING THE SPRAYER FROM REDDICK FOR A COST NOT TO EXCEED \$6,753 FROM THE SALT GRANT FUNDED BY THE EPA

Skinner Aye Stegner Aye

### Roads:

n/a

### Cemetery:

Trustee Skinner shared there were 8 foundations sent to Longstreth and 1 vault burial this month.

### Fire Department:

n/a

### Buildings and Grounds:

Trustee Skinner was approached by Consolidated Electric to receiving 3-6' tall native trees for the township to plant. Trustees agreed to accept the donation.

### Old Business:

Remove Trebel aggregation from agenda as well as Noise Ordinance.

# RECORD OF PROCEEDINGS

## Minutes of Brown Township Trustees Meeting

Held September 10, 2024

Delaware County Foundation Fund - \$250/year and sign the application. Received a contract – either \$250/year or over \$15k it goes to a 1.5% fee. Orange, Delaware, Genoa they use this fund. Cory and Chris Baker are reviewing the contract for the fees.

Trustee Skinner was approached by the county to inquire if she was aware that the Ball association had applied for their Delaware County Community grant \$85,000. Why didn't it come from the township? Trustees didn't know anything about it. The ball association will have to work with the trustees if they receive the grant.

**New Business:**

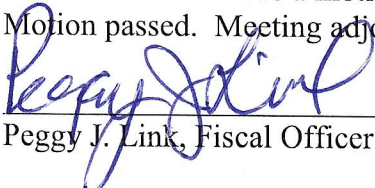
BV wants to hold a community forum to get their levy passed. They should just rent the building and be charged just the cleaning fee.

Execution session to discuss personnel at 8:15 pm– Skinner AYE Stegner – AYE

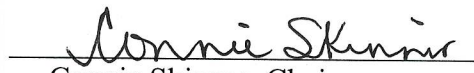
Back on the record 8:33 pm


Trustee Skinner made a motion to offer fiscal assistant to Heather Barrett pending background check at a rate of \$25/hr effective 9/23/24. Trustee Stegner seconded. Motion passed.


Trustee Skinner made a motion to adjourn the meeting. Trustee Stegner seconded. Motion passed. Meeting adjourned at 8:35 pm.

  
 \_\_\_\_\_  
 Peggy J. Link, Fiscal Officer

Trustees

  
 \_\_\_\_\_  
 Connie Skinner, Chairperson

  
 \_\_\_\_\_  
 Charles Miley, Vice Chairperson

  
 \_\_\_\_\_  
 Gary Stegner