

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held August 12, 2025

The Brown Township Trustees met on this date at 6:00 PM in regular form with Trustees Miley and Skinner, Fiscal Officer Barrett, Road Superintendent Dan Gladman, Zoning Inspector Steve Serio, Cemetery Sexton Beth Harp and Guests Nick Sheets, Lindsey Mason, and Doug Riedel.

Trustee Skinner made a motion to approve the August 12, 2025 agenda as amended. Trustee Miley seconded. Motion passed.

Trustee Skinner led the Pledge of Allegiance

Trustee Miley made a motion to approve the July 8, 2025 regular meeting minutes as presented. Trustee Skinner seconded. Motion passed.

Trustee Skinner made a motion to approve the July 29 (2 meetings), and July 31, 2025 special and emergency meeting minutes as presented. Trustee Miley seconded.

Maintenance Building Contractor/Construction:

Trustee Miley shared that a settlement agreement was received from MS Consultants, Inc regarding the ceiling insulation and drywall in certain areas of the project and other issues causing the need for the issuance of a change order to general trades contract for the new maintenance building. MS Consultants, Inc agrees to pay the township a total of \$6,675.00 no later than August 29, 2025. Trustee Miley forwarded the settlement agreement to our attorney and they stated not to sign the agreement at this time. There has been no final bill received for MS Consultants, Inc. OTARMA was contacted to obtain insurance on the new building.

Delaware County Engineer:

Mr. Reidel spoke regarding the speed study on Hogback Rd (TR 76), it is recommended that the speed limit be reduced to 40 mph speed limit; starting at SR 521 to 1.40 miles south of SR 521.

Trustee Skinner made a motion to accept the consideration to adopt a resolution to request the Ohio Department of Transportation to lower the speed limit for Hogback Rd (TR 76), starting at SR 521 to 1.40 miles South of SR 521 to 40 mph speed limit; for that portion of the road way located in Brown Township. Trustee Miley seconded the motion. Motion passed.

RESOLUTION 2025-08-12-01 TO ACCEPT THE CONSIDERATION TO ADOPT A RESOLUTION TO REQUEST THE OHIO DEPARTMENT OF TRANSPORTATION TO LOWER THE SPEED LIMIT FOR HOGBACK RD (TR 76), STARTING AT SR 521 TO 1.40 MILES SOUTH OF SR 521 TO 40 MPH SPEED LIMIT FOR THAT PORTION OF THE ROAD WAY LOCATED IN BROWN TOWNSHIP.

Skinner Aye Miley Aye

Mr. Reidel presented the Harris Rd grater patch and berm project estimated cost of \$7,171.20 and Cackler Rd. berm project estimated cost of \$5,378.40
Trustee Miley made the motion to approve the grater patch on Cackler Rd not to exceed \$7,000 and the berming not to exceed \$12,600.00 for both Cackler Rd and Harris Rd.
Trustee Skinner seconded the motion. Motion passed.

RESOLUTION 2025-08-12-0 TO ACCEPT THE GRATER PATCH ON CACKLER RD NOT TO EXCEED \$7,000.00 AND THE BERMING NOT TO EXCEED \$12,600 FOR BOTH CACKLER RD AND HARRIS RD.

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held August 12, 2025

Delaware County Health Department:

Ms. Mason stated there will be a suicide prevention walk on September 13, 2025. On October 18th from 9-12; there will be a county wide tire disposal available; the maximum is 10 passenger tires only. There is a new program with Delaware County that some items will be available for free to rent; flyers will be advertised.

Public Participation:

Mr. Sheets mentioned that during the Henmick excavation for the new walking path, out by the road it was discovered that the culvert on Old State is clogged. Delaware County came out and they will be putting in a catch basin. He also stated that people are driving vehicles on the walking path. There will be a bollard input to prevent people from driving on the walking patch.

Fiscal Officer's Report:

Current First Commonwealth Checking Account Balance \$216,101.94 and accrued interest of \$728.57. Current STAROhio Account Balance \$1,550,816.10 and earned \$5,850.98 in interest. Trustees reviewed and approved the bank reconciliation and timesheets for July 2025. Trustee Skinner made a motion to release Warrants #21617-21653 for \$32,648.94. Trustee Miley seconded.

Mrs. Barrett shared she will be out of the office on vacation from January 16-27th, 2025. She also explained that the 2026 budget needs to be in everyone's mind as she will need to begin working on this soon.

Zoning Inspector:

Zoning Inspector Serio briefly went over the monthly report. A variance was approved for the Evans lot line, and one pool permit was issued.

The Zoning Board is working on adding the contractor's information on the zoning application.

Road Superintendent:

Road superintendent Gladman went over his report. The old sop will be emptied in the next week. They are still working to organize the new shop.

Mr. Gladman will be out of the office from August 29th – September 7th, 2025. He is still waiting to hear back from Timberland Tree Service regarding the Eden Cemetery tree removal, so a date can be scheduled. Mr. Dennison is gradually returning to work.

Trustee Miley made a reminder that the cemetery needs trimmed prior to Labor Day weekend.

There have been complaints that Pittman Rd is very sticky and footprints are in the road. It was decided that some grit will be put down to help this situation. OPWC grants are still being submitted for this road.

Roads:

There were eight properties that need to be mowed in the township based upon the monthly review of roads. Fiber Optic line has been completed on Veley Rd and is being installed on Kelly McMaster Rd.

Cemetery:

Cemetery Sexton reviewed that there has been one burial in two months, but a lot of inquiries have been made about deeds and lot locations. The first fall foundation order has been received; those are due by August 31, 2025. Trustee Skinner applied for a cemetery grant for foundation repairs and is still waiting to hear back. Ms. Harp expressed that all cemetery deeds were moved to the fire proof safe in the storage room at the Hall. The Lett foundation has been moved and everyone is satisfied.

It was suggested that the old County Home cemetery be moved to Greenmound and have a "in memory of" the American Revolution veterans. The old County Home property is

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held August 12, 2025

currently owned by the county, so it is still in the works on what will be done with the old cemetery. Trustee Skinner will follow up again regarding this.

Fire Department:

The fire department is putting in for 2 grants from OTARMA, each for \$1,000. The firefighters are in need of new flashlights. On October 7th, the department can apply for a Firehouse Sub grant.

There were 75 runs in July. Three new people were hired that work at another fire department currently. There is a Lieutenant opening but this position will be hired from within. A hose and ladder test were completed, 500 feet of the hose failed and was replaced. A new boat is required for water rescues and estimates were received. A boat closest to the existing one was ordered and should be received in three weeks. The permits were approved to put narcotics on the engines.

When there are fires in Radnor, they are pulling from Station 2 to help with these runs. Radnor Fire Department is not being staffed fulltime at this point. There is an information meeting at the Radnor Fire Department on September 4th, regarding merging with Tri Township Fire Departments.

Buildings and Grounds:

The new maintenance building has been seeded.

The old maintenance building can be listed for sale effective September 1st; Trustee Miley will contact Doug Price.

The ball association left the drag out and it was stolen. Fiscal Officer Barrett will research from previous years what is the Township vs. the Ball Associations responsibilities.

Old Business:

Trustee Skinner will check with other Townships regarding if and what they are doing regarding Spring Clean Up Vouchers. In the future if we continue with this program, we need to figure out how to be more specific that this is for personal use only; not business. The property taxes on the new property located at N. Old State have been being paid by the previous loan company, for a total of \$1,077.68. The Delaware County Treasurer's Officer sent the check back to the loan company but are stating Brown Township now owes these taxes. There will also be penalty of interest to Brown Township for not paying on time. Trustee Skinner will get a bill from Delaware County Treasurer for payment. The other properties that we have been paying taxes on are now considered tax exempt.

New Business:

Mr. Dennison will be retiring, so this position will need posted in September; Fiscal Officer Barrett will work on this.

A National Opioid Settlement Notice was received, we will check with our attorney regarding this settlement.

Trustee Miley reminded everyone that the newsletter information is due mid-September. Trustee Skinner made the motion to extend the Sheets Family rental agreement, the current contract states it needs amended every 3 years. She will check with our attorney regarding how this needs amended. Trustee Miley seconded the motion. Motion passed.


RECORD OF PROCEEDINGS


Minutes of Brown Township Trustees Meeting

Held August 12, 2025

Trustee Miley made a motion to adjourn the meeting. Trustee Skinner seconded. Motion passed. Meeting adjourned at 7:23 pm.

 Trustees
Heather Barrett, Fiscal Officer


Connie Skinner, Chairperson


Charles Miley, Vice Chairperson