

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held February 11, 2025

The Brown Township Trustees met on this date at 6:00 PM in regular form with Trustees Miley, Stegner and Skinner, Fiscal Officer Barrett, Road Superintendent Dan Gladman, Zoning Inspector Serio and John Barney, Erin Schmerschneider, Tim Carroll

Trustee Skinner made a motion to approve the February 11, 2025 agenda as amended. Trustee Miley seconded. Motion passed.

Trustee Skinner led the Pledge of Allegiance

Trustee Miley made a motion to approve the January 14, 2025 regular meeting minutes as presented. Trustee Skinner seconded. Motion passed.

Trustee Miley made a motion to approve the January 22, 2025 special meeting minutes as presented. Trustee Skinner seconded. Motion passed.

Fiscal Officer's Report

Current First Commonwealth Checking Account Balance \$181,766.69 and earned \$616.51 in interest. Current STAROhio Account Balance \$1,516,913.73 and earned \$5,815.35 in interest. Ms. Barrett shared the one-time disposal of obsolete records through the Ohio History Connection for Brown Township.

Trustee Skinner made a motion to accept the proposed one-time disposal of obsolete records as allowed through the Ohio History Connection for Brown Township. Trustee Miley seconded. Motion passed.

RESOLUTION 2025-02-11-01 TO ACCEPT THE PROPOSED BROWN TOWNSHIP RECORDS RETENTION PROPOSAL AS PRESENTED BY THE OHIO HISTORY CONNECTION.

Skinner Aye Miley Aye Stegner Aye

Fiscal Officer Barrett reminded everyone of the Delaware County Recorder policy on retaining zoning documentation. Trustees reviewed and approved the bank reconciliation and timesheets for January, 2025. Motion made by Trustee Skinner to release Warrants #21512 – 21525 for \$112,944.63 and electronic warrants for January and February including payroll for \$205,592.62. Trustee Miley seconded. Motion passed.

Trustee Skinner made a motion to issue contract for Timberland Tree for \$2500 in yearly services. Trustee Miley seconded. Motion passed.

RESOLUTION 2025-02-11-02 TO ISSUE CONTRACT FOR TIMBERLAND TREE FOR \$2500 IN YEARLY SERVICES

Skinner Aye Miley Aye Stegner Aye

Mrs. Barrett presented a request for a resolution to reallocate \$10,424.30 from fund 1000-930-930-000 to fund 1000-110-370-0118 to pay yearly OTARMA. 2024 OTARMA cost was \$14,031.38, cost for 2025 is \$25,009. This cost will more than likely increase again in 2026 due to the new maintenance building being added.

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RESOLUTION 2025-02-11-03 APPROVE THE REALLOCATE FUNDS IN THE AMOUNT OF \$10,424.30 FROM FUND 1000-930-930-000 TO FUND 1000-110-381-0000 TO PAY YEARLY OTARMA INSURANCE.

Skinner Aye Miley Aye Stegner Aye

Ms. Barrett mentioned that the free trial of Dropbox expired, this is used when large public records are requested. Dropbox was upgraded to a yearly membership at a cost of \$577.80. Trustee Skinner made the motion to approve the yearly Dropbox membership of \$577.80; Trustee Miley seconded the motion.

RESOLUTION 2025-02-11-04 APPROVE THE YEARLY DROPBOX MEMBERSHIP OF \$577.80.

Delaware County Engineer:

No updates.

Delaware County Health Department:

No updates.

Public Participation:

Tim Carroll with the Kilbourne Ball Association stated practices will start as soon as weather permits. Trustee Miley reminded him that no practices are allowed until the Trustee's receive a waiver from each participant. Trustee Stegner will be the ball association contact. At this time the plan to update the ball fields is unknown, the previous park levy did not pass. Trustee's stated they would approve a removable shed for additional storage if they can approve where the structure goes and the structure is anchored down.

Zoning Inspector:

Mr. Serio stated there were no new zoning permits issued in January 2025. Some new proposed fees were announced at the Regional Planning meeting. A running spreadsheet will be compiled with a monthly and yearly total of all zoning permits issued.

Road Superintendent:

Road Superintendent Gladman shared that the new international truck is still being completed. Mr. Foster is working on obtaining his CDL.

Mr. Gladman requested a resolution to purchase mulch for the Township Hall and Park from Ohio Mulch not to exceed \$1,158.00. A motion was made by Trustee Skinner and a second motion was approved by Trustee Stegner.

RESOLUTION 2025-02-11-05 TO APPROVE MULCH FOR TOWNSHIP HALL AND PARK FROM OHIO MULCH NOT TO EXCEED AN AMOUNT OF \$1,158.00 THROUGH OHIO MULCH.

Skinner Aye Stegner Aye Miley Aye

Mr. Gladman requested a resolution to purchase mulch for Greenmound Cemetery from Ohio Mulch not to exceed \$800.00. A motion was made by Trustee Skinner and a second motion was approved by Trustee Stegner.

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RESOLUTION 2025-02-11-06 TO APPROVE MULCH FOR GREENMOUND CEMETERY FROM OHIO MULCH NOT TO EXCEED AN AMOUNT OF \$800.00 THROUGH OHIO MULCH.

Skinner Aye Stegner Aye Miley Aye

Mr. Gladman explained that prices for a new utility trailer were compared with various companies. The best pricing was found with Gingerich Trailer Sales located at 5815 State Route 39 Millersburg, Ohio. Trustee Miley made a motion to approve the purchase of a 20 foot deck over trailer from Gingerich Trailer Sales not to exceed an amount of \$7,500.00. Trustee Skinner seconded the motion.

RESOLUTION 2025-02-11-07 TO APPROVE THE PURCHASE OF A 20 FOOT DECK OVER TRAILER FROM GINGERICH TRAILER SALES NOT TO EXCEED AN AMOUNT OF \$7,500.00

Miley Aye Skinner Aye Stegner Aye

Roads:

Trustees will be getting additional information regarding the road levy; looking at cost of a replacement levy with lower milage

Cemetery:

No Updates.

Fire Department:

Trustee Miley shared that ice water training was completed on Sherwood Road. Search and rescue, grain, and structure collapse training are all scheduled to be completed by the end of July 2025. In January there was an increase in department runs that were completed.

The Fire Department is currently completing part time interviews for two positions and later in February will start interviews for four full time positions. BWC Grants were received to purchase gloves and helmets, the grants totaled \$5,000. There are talks in place to merge the Radnor and Tri-Township fire departments, it is still in the very initial stages.

Buildings and Grounds:

Trustee Miley made a motion to approve the Township Hall rental contract for the Board of Elections for 2025 as follows: May 5th – 7th; August 4th – 6th; and November 3rd – 5th. Trustee Skinner seconded the motion.

RESOLUTION 2025-02-11-08 TO APPROVE THE TOWNSHIP HALL RENTAL CONTRACT FOR THE BOARD OF ELECTIONS FOR 2025 AS FOLLOWS: MAY 5TH – 7TH; AUGUST 4TH – 6TH; AND NOVEMBER 3RD – 5TH.

Miley Aye Skinner Aye Stegner Aye

The new maintenance building is currently having paint, electrical hook up, etc. being completed. No completion date is known at this time. Trustee Skinner reminded everyone of the contractual deadline of completion for February 17, 2025.

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Old Business:

No updates.

New Business:

A Board of Elections hearing is scheduled for 2/25/2025 at 9 am for the Henmick referendum.

Erin Schmerschneider with Treble spoke about the aggregated AEP cost savings for 2024 was a total of \$80,819. Delaware County Prosecutor has an issue with the wording allowing Treble authorization over certain things. Brown Township will be working with the prosecuting attorney and Treble regarding the document wording. Ms.

Schmerschneider stated that the energy costs are projected to go up 20% for everyone in June of 2025; they are offering a renewal with the township for 1 year or 3 years to lock in an adjusted rate. Trustee's will look into this further and get back with Ms.


Schmerschneider with a decision.

EPA 208 Plan which is in the process of defining specific and final boundaries who will supply each area. Will it be city or county sewer, Tiffany Mag and the County prosecutor are fighting on behalf of the townships regarding the EPA boundaries. Letters are being submitted to the EPA to keep Brown Township on County Sewer.

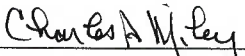
Trustee Skinner made a motion to adjourn the meeting. Trustee Miley seconded.

Motion passed. Meeting adjourned at 8:18 pm.

 Trustees
Heather Barrett, Fiscal Officer



Connie Skinner, Chairperson



Charles Miley, Vice Chairperson

Gary Stegner