

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

Held June 10, 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 Scerio and Guests, Doug Reidel and James Hall.

Trustee Skinner made a motion to approve the June 10, 2025 agenda as amended. Trustee Miley seconded. Motion passed.

Trustee Skinner led the Pledge of Allegiance

Trustee Skinner made a motion to deny the May 13, 2025 regular meeting minutes as presented. Trustee Stegner seconded. Motion passed.

Trustee Skinner made a motion to rescind the motions during the May 13, 2025 meeting regarding the proposed changes, and correct them by stating that we moved to have the zoning commission to move forward with the zoning hearing process. Trustee Stegner seconded. Motion passed.

Maintenance Building Contractor/Construction:

James Hall with Spectrum spoke regarding new internet for the maintenance hall and updated internet and telephone service at the Township Hall.

The new maintenance building would have internet service of 500mbps x 20 mbps at a cost of \$49.199 per month. If Business TV (HD/CBR receiver and Broadcast TV surcharge) was installed it would be \$82.00 per month with WIFI access points of \$158.00 per month. A new internet 500mbps x 20 mbps, modem and phone installation at a cost of \$89.99 per month. There would be a one-time installation fee for both locations of \$997.99.

It was decided that a smart tv or cellular phone could be used instead of paying the \$89.99 per month of Business TV. All new service installations take around 30 days. Trustee Skinner made the motion to approve the Spectrum quote from Jim Hall to install internet at the new maintenance garage in the amount of \$799.99 (installation fee) to be paid out of the bond. The monthly fee for internet and access points is \$207.99, which will not be paid out of the bond. Trustee Miley seconded the motion. Trustee Stegner denied. Motion passed.

RESOLUTION 2025-06-10-1 to approve the Spectrum quote from Jim Hall to install internet at the new maintenance garage in the amount of \$799.99 (installation fee) to be paid out of the bond. The monthly fee for internet and access points is \$207.99, which will not be paid out of the bond.

Skinner Aye Miley Aye Stegner Naye

Trustee Skinner made the motion to approve the Spectrum quote from James Hall to install internet and phone at the Township Hall in the amount of \$98.99. The monthly fee for internet and business phone line is \$89.99 per month. Trustee Miley seconded. Motion passed.

RESOLUTION 2025-06-10-02 TO APPROVE THE SPECTRUM QUOTE FROM JAMES HALL TO INSTALL INTERNET AND PHONE AT THE TOWNSHIP HALL IN THE AMOUNT OF \$98.99. THE MONTHLY FEE FOR INTERNET AND BUSINESS PHONE LINE IS \$89.99 PER MONTH.

Skinner Aye Miley Aye Stegner Aye

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Trustee Skinner made a motion to cancel the service with Frontier once the Spectrum service is set up at the Township Hall. Trustee Miley seconded. Motion Approved.

RESOLUTION 2025-06-10-03 TO APPROVE CANCELLING THE FRONTIER SERVICE ONCE THE NEW SPECTRUM SERVICE IS SET UP AT THE TOWNSHIP HALL.

Skinner Aye Miley Aye Stegner Aye

Trustee Skinner made a motion to cancel the Spectrum service at the old maintenance building once the new maintenance building is set up and ready to move in.

RESOLUTION 2025-06-10-04 TO APPROVE CANCELLING THE FRONTIER SERVICE ONCE THE NEW SPECTRUM SERVICE AT THE OLD MAINTENANCE BUILDING, ONCE IS SET UP AT THE NEW MAINTENACE BUILDING AND READY TO MOVE IN.

Skinner Aye Miley Aye Stegner Naye

Mr. Hall explained that Brown Township is eligible for coop pricing for telephone and internet services. He stated they do offer Cyber Security protection for a cost of \$250.00 per month. Mrs. Barrett with check with UAN to verify if they have their own Cyber Protection Service for UAN.

Trustee Miley explained that they are currently getting estimates for a containment fence. The first estimate was for \$2,100.

Delaware County Engineer:

Mr. Reidel was present. Trustees were notified of a blow hole that just recently was located on Bowtown Road. They are working on getting information for this. ODOT would like for each township to provide updated contract information for Trustee's and Fiscal Officer's for the 2026 road certification. Kelly McMaster Road by the woods has been eroding due to standing water. This will need to be repaired with asphalt and RS2.

Trustee Skinner made a motion to approve the asphalt and RS2 repairs on Kelly McMaster road by the woodw, the total for repairs is \$3,272.50.

RESOLUTION 2025-06-10-05 TO APPROVE THE ASPHALT AND RS2 REPAIRS ON KELLY MCMASTER ROAD BY THE WOODS. THE TOTAL FOR REPAIRS IS \$3,272.50

Skinner Aye Miley Aye Stegner Aye

Delaware County Health Department:

n/a

Public Participation:

n/a

Fiscal Officer:

Current First Commonwealth Checking Account Balance \$343,543.16 and earned

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\$1,043.62 in interest. Current STAROhio Account Balance \$1,537,337.74 and earned \$5,806.06 in interest. Trustees reviewed and approved the bank reconciliation and timesheets for May 2025. Trustee Skinner made a motion to release Warrants #21581-21597 \$127,389.57. Trustee Miley seconded. Motion passed.

Trustee Stegner made a motion to amend the May 2025 meeting minutes to correct the electronic payment to \$19,494.74. Trustee Skinner seconded. Motion passed.

RESOLUTION 2025-06-10-06 TO APPROVE THE AMENDED MAY 2025 MEETING MINUTES, TO CORRECT THE ELECTRONIC PAYMENTS TO \$19,494.74.

Stegner Aye Miley Aye Skinner Aye

Fiscal Officer Barrett stated there is a OPERS Board of Election poster hanging in the Township Hall meeting room, if anyone is interested in running for office she has additional information. Cyber training still needs to be completed by some employees per the OTARMA yearly recommendations. Mrs. Barrett updated her vacation to be out of the office from July 18th – July 21st; in her absence Trustee Miley or Skinner will be available. A total of 78 trash clean up vouchers have been issued.

Zoning Inspector:

Inspector Scerio stated that five permits were issued in May 2025. Mr. Scerio will be on vacation from June 26th – July 4th; in his absence Kyle Vanderhoff will be his replacement. The public hearing for new zoning fess and regulations was postponed until Tuesday July 1st at 7 pm, a new advertisement will be issued and posted on the website. It was brought to the Zoning Secretary's attention that there is information on the website that is outdated. The trustee's decided that once the proposed changes are approved by the board of Trustee's; proposed or outdated information should be removed. Trustee Skinner went to a meeting where Berkshire Township discussed their overlays; the information will be provided to the Trustee's and Fiscal Officer and were already provided to the zoning board.

Road Superintendent:

Superintendent Gladman stated that the F450 Advance Trac was repaired at Byers Ford. The problem was either caused by someone driving with their foot on the brake or it was wired incorrect by The Dexter Company. The repairs were paid for by The Dexter Company and the truck is now back in Brown Township possession. The overhead door on the old shop was not working, the power supply came unsoldered from the circuit board. John made a successful repair, and saved the township a part cost of \$1,000.00 plus labor. The west unit AC unit is still running full time at the township hall, Mr. Gladman will call for a repair. Trustee Stegner noted that the sidewalk at the hall and the blown field tile still need repaired.

Roads:

Trustee Skinner stated that the road maintenance agreement between Berlin and Brown Township's is currently being reviewed by the attorneys. Trustee Miley made a motion to approve the Resolution of Necessity for Brown Township's replacement road levy for 2.5 mils for 5 years, first collection would be in 2026.

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RESOLUTION 2025-06-10-07 TO APPROVE THE RESOLUTION OF NECESSITY FOR BROWN TOWNSHIP'S REPLACEMENT ROAD LEVY FOR 2.5 MILS FOR 5 YEARS, FIRST COLLECTION WOULD BE IN 2026

Miley Aye Skinner Aye Stegner Aye

Cemetery:

In May 2025 there were 4 burials. Mrs. Conley had a concern regarding missing flowers and how many empty lots she still had available. Cemetery Sexton Harp addressed these concerns. Ms. Harp is in the process of documenting all of the veterans buried in Brown Township and creating a spreadsheet, she is working with Ms. Fabia Taylor of the Delaware Veterans Association. Ms. Taylor is able to replace the memorial stones if they are not in good shape. The primary focus is on old Eden Cemetery. She is also researching if Nathan Hawley, from the American Revolution has a headstone anywhere. His wife, Reaomy is buried in old Eden Cemetery and if there is no headstone located a request will be made to put one next to hers. Due to the County Home Road cemetery being destroyed Ms. Taylor is requesting that the veterans that were buried there have a stone that would say "in memory of," the location of this stone will be talked about at a later date once more information is provided. The trustee's stated that if the "memorial stone" is placed at the County Home Road old cemetery that they do not own this property, Delaware County does. Trustee Skinner will speak with the county regarding this. Ms. Taylor made a request for the veterans buried at Old Eden cemetery to have flag holders.

Fire Department:

Trustee Miley reported that there were 51 furs last month and most of the runs were answered in under 2 minutes. The rescue boat was sent to Lake Erie for certification, and was returned. June 14th there will be a grain bin extrication and water training at the end of June 2025. The Fire Department is planning to host an open house on October 11th from 12-3. A new engine was approved for the station that is currently being built by Sutton at a cost of 3.8 million. It will take roughly 38 months to build and receive.

Old Business:

n/a

New Business:

The DCTA meeting is on Thursday June 12th. Susie Kuba with Brown Baker and Rakers 4-H club contacted Trustee Stegner about holding a carwash at the township hall on July 20th. Trustee Stegner made a motion to approve a one-time township hall rental for Susan Kuba with Brown Baker's and Raker's 4-H club. Trustee Skinner seconded the motion, motion passed.

Trustee Miley stated that the electric line for parking lot lights at the new maintenance building are short by about 10 feet. If we want them moved it would be at the cost of the electrician but it would delay the project. The trustee's decided to proceed with the electric poles and line the way they are.

Trustee Skinner stated that Buckeye Valley Board of Education has contacted all 9 townships that are in their school district. They are inviting trustees to the Board Meetings to help build a better relationship between the school and townships. Trustee Skinner will be attending the June 11th meeting.

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Trustee Skinner made a motion to adjourn the meeting. Trustee Miley seconded.
Motion passed. Meeting adjourned at 8:11 pm.

Heather Barrett Trustees
Heather Barrett, Fiscal Officer

Connie Skinner
Connie Skinner, Chairperson

Charles Miley
Charles Miley, Vice Chairperson

Gary W. Stegner
Gary Stegner