

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

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|  | Held November 11, 2025   |  |
|  | <p>The Brown Township Trustees met on this date at 6:00 PM in regular form with Trustees Miley, and Skinner, Road Superintendent Dan Gladman, Cemetery Sexton Beth Harp, Zoning Inspector Steve Serio and Guests Mark Fleming and Brad Ebersole</p> <p>Trustee Skinner made a motion to approve the November 11, 2025 agenda. Trustee Miley seconded. Motion passed.</p> <p>Trustee Skinner led the Pledge of Allegiance</p> <p>Trustee Miley made a motion to approve the October 14, 20245 regular meeting minutes as presented. Trustee Skinner seconded. Motion passed.</p> <p>Trustee Miley made a motion to approve the October 30, 2025 emergency meeting minutes as presented. Trustee Skinner seconded. Motion passed.</p> <p><b>Maintenance Building Contractor/Construction:</b><br/>No updates.</p> <p><b>Delaware County Engineer:</b><br/>No updates.</p> <p><b>Delaware County Health Department:</b><br/>No updates.</p> <p><b>Public Participation:</b><br/>No updates.</p> <p><b>Zoning Inspector:</b><br/>8 permits were issued in October, collected fees for 9 permits. The ninth permit is pending a health department approval letter prior to releasing permit.<br/>Zoning Board is discussing the \$750.00 variance fee, variances cost a lot of money to hire a court recorder. The Ohio Revised Code requires an official Court Recorder Record, no further discussion required we will continue to use the recorder that we have in the past.<br/>Trustee Miley asked if the doors have been greased for the upcoming winter weather. Superintendent Gladman will make sure that is completed. He also asked if the winter locks had been changed by the ball association yet. The ball association had an event in October and burned something with a large burn spot in the grass. We need to ensure we have better communication.<br/>Trustee Skinner expressed we need two new zoning appeals members.</p> <p><b>Fiscal Officer's Report:</b><br/>Current First Commonwealth Checking Account Balance \$442,905.32 interest \$1,508.75. Current STAROhio Account Balance \$1,567,992.47 interest \$5,685.05. Trustees reviewed and approved the bank reconciliation and timesheets for October 2025. Trustee Skinner made a motion to release Warrants #21687-21696 for \$7,078.43. Trustee Miley seconded.<br/>December 8, 2025 is the last day for spending in 2025, if need to spend money after that date will need an exception from Fiscal Officer Barrett.</p> <p>a. Mrs. Barrett presented a request for resolution for accepting the move of \$1,700.00 from 1000-120-323-0032 repairs and maintenance and \$1,000 from 1000-120-323-0178 to OPERS 1000-120-211-0000 for a total amount of \$2,700.00. Trustee Miley made the motion. Trustee Skinner seconded. Motion passed.</p> |  |

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|  | Held November 11, 2025  |  |
|  | <p><b>RESOLUTION 2025-11-11-01 TO APPROVE MOVING \$1,700 FROM 1000-120-323-0032 REPAIRS AND MAINTENANCE AND \$1,000 FROM 1000-120-323-0178 TO OPERS 1000-120-211-0000 FOR A TOTAL AMOUNT OF \$2,700.</b></p> <p><b>Miley Aye Skinner Aye</b></p> <p>b. Fiscal Officer Barrett expressed via the meeting agenda that we cannot pay to reduce the principal of the bond from the proceeds of 3785 N Old State sale. Further clarification was requested by Trustee Skinner and Miley.</p> <p><b>Road Superintendent:</b><br/>Road superintendent went over his report, Lee called and will not be returning to work. Lee will receive a lump sum from OPERS. Still need a replacement for Lee. John had setback on CDL, needs a physical and to redo his temps. Only provided two changes to pass the physical then forfeits all of his application money. He is in the Doctor's care now. A back up snow plow driver is needed.<br/>The bedliner has been installed in the plow truck.<br/>Recertification Class for Pesticides in mid-February, if unable to go due to weather there is a \$25 cancellation fee, the cost of the class would be refunded to \$97.00.<br/>Next year's budge possibilities; heated pressure washer needs to be diesel or propane to heat. The one that plugs into 220 we do not have a 220 plug in the wash bay so that would need installed. Weed eater mower attachment nothing has been found that would work unless an electric one and that only lasts for two hours. Pallet racks for the new maintenance building; used racks are \$577.00 and will hold the weight. Would like a 6 way dozer blade for the skid steer; gravel at the cemetery could be leveled, could possible put down berm without berm machine.<br/>Trustee Miley moved to approve an amount not to exceed \$600 to Capital Rack and Shelving for Pallet racking. Trustee Skinner seconded. Motion passed.</p> <p><b>RESOLUTION 2025-11-11-02 TO APPROVE UP TO \$600.00 FOR NEW PALLET RACKING FROM CAPITAL RACK AND SHELIVING.</b></p> <p><b>Miley Aye Skinner Aye</b></p> <p><b>Roads:</b><br/>Trustee Miley stated the roads were reviewed with Doug Riedel. There are some minor fixes not major. Any large repairs in the future will need capped, hopefully able to get OPWC grants. Trustee Miley reviewed the information required to request road repairs, etc. to Delaware County with future Trustee Ebersole and Fleming.<br/>At the west end of Howard Rd where the culvert was replaced water sits on a resident concrete driveway due to the culvert repair. A bid was put in with the county. Trustee Miley made a motion of an amount not to exceed \$2,250 for the Howard Road culvert repair. Trustee Skinner seconded the motion. Motion passed.</p> <p><b>RESOLUTION 2025-11-11-03 TO APPROVE AN AMOUNT NOT TO EXCEED \$2,250 FOR THE HOWARD ROAD CULVERT REPAIR.</b></p> <p><b>Miley Aye Skinner Aye</b></p> |  |



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|  | Held November 11, 2025   |  |
|  | <p>Harris Road semi went over the edge and gauged it and it needs repaired so water does not pool in the road. Trustee Miley made a motion to approve the repairs on Harris Road in an amount not to exceed \$1,700. Trustee Skinner seconded the motion. Motion approved.</p> <p><b>RESOLUTION 2025-11-11-04 TO APPROVE AN AMOUNT NOT TO EXCEED \$1,700 FOR THE HARRIS ROAD REPAIRS.</b></p> <p>Miley Aye Skinner Aye</p> <p><b>Cemetery:</b><br/>Sexton Harp stated there have been no burials or lots sold.<br/>Trustee Miley asked Mrs. Harp to review cemetery fees and advise if they need updated. Ostrander just put in a columbarium they would be a good contact to ask some questions. Trustee Skinner is touching base with Longstreth regarding their fees for foundations in 2026.</p> <p><b>Fire Department:</b><br/>Trustee Miley 68 runs in September and the majority were EMS calls. Chief Carr put in grants with Firehouse Subs, Bureau of Workers Compensation, and AFG (American Fire Grant) for CBA and fire hoses. When IFO comes out if improved can contact Property Insurance company and see if they can reduce the yearly rate. There has been more training this year than has been done in the past five years combined. AED purchased for the truck, at a cost of \$3,900 with a \$1,000 grant received from OTARMA.<br/>October had 87 runs; decided to apply for the Safer Grant allows you to put on three full time employees. The first and second year the grant pays 75% and the third year they pay 30%. Tri-Township is taking a class at Buckeye Valley and if the students take this class, they do not have to take Health. This is put on by EMS, firefighters, and Deputies. A new lieutenant is being hired, they are going through the finalization and should have a decision in December. There is a meeting in Urbana in December for a new engine replacement.<br/>Next year Station 332 concrete on the rear is breaking up, would like to replace that. Increase the Vector Scheduling is \$164 per person.<br/>Radnor Fire Department consolidation; Radnor serves Thompson Township. Thompson Township would like to sign onto Tri-Township but Radnor is unsure. Effective rate on Brown fire levy is 5.9 mils, Radnor 3.4 mils, and Thompson is .96 mils. Thompson has contracted services with Radnor and half of the township is run by Battle Run in Prospect. Thompson would like Tri to take on everything. If Radnor joined, they could have full time firefighters at 3.8 mils.</p> <p><b>Buildings and Grounds:</b><br/>Trustee Skinner stated that there was a burn barrel at the baseball tournaments, spoke with the ball association and stated that is a large liability. Straw was not cleaned up afterwards also. Stated we need more detailed information.</p> <p><b>Old Business:</b><br/>23/71 connect, Trustee Skinner attended a meeting. ODOT is being forced to do their study because it was in the transportation budget. There is a link to a study, we could send a post card to the residents; that is \$0.24 printing, \$0.435 for mailing, and \$50.00 for the labels. 553 residents at a total cost for post cards with labels is around \$850.00.<br/>Trustee Miley made a motion to approve an amount not to exceed \$850.00 to mail post</p> |  |

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cards to the residents regarding the 23 connect study. Trustee Skinner seconded. Motion passed.

RESOLUTION 2025-11-11-05 TO APPROVE AN AMOUNT NOT TO EXCEED \$850.00 FOR POST CARDS TO THE RESIDENTS REGARDING THE 23 CONNECT STUDY.

Miley Aye Skinner Aye



Trustee Skinner has a sample resolution in support of the Route 23 improvements instead of the 23 connect. Trustees would like to hold a community meeting regarding the Route 23 connector. Brown Township has no say on the Route 23 improvements, we can only state what the facts are. A special community meeting will be scheduled on December 8<sup>th</sup> at the Brown Township Hall from 7-8 pm

New Business:

Delaware County Prosecutor’s Training is November 20<sup>th</sup>, zoning is able to attend and will be paid for attending the entire meeting.  
Spectrum telephone is changing from Frontier at the Township Hall. 4115 N. Old State was to be installed for internet with Spectrum.  
Need to determine what new Trustee will be in charge of the TIF’s, roads, cemetery, health department, fire department, and building/grounds.

Trustee Skinner made a motion to adjourn the meeting. Trustee Miley seconded. Motion passed. Meeting adjourned at 7:30 pm.

  
Heather Barrett, Fiscal Officer

  
Connie Skinner, Chairperson  
  
Charles Miley, Vice Chairperson