

RECORD OF PROCEEDINGS

Minutes of Brown Township Trustees Meeting

	Held October 14, 2025	
	The Brown Township Trustees met on this date at 6:00 PM in regular form with Trustees Stegner, Miley, and Skinner, Fiscal Officer Barrett, Road Superintendent Dan Gladman, Zoning Inspector Steve Serio, and Cemetery Sexton Beth Harp. Trustee Skinner made a motion to approve the October 14, 2025 agenda as amended. Trustee Miley seconded. Motion passed. Trustee Skinner led the Pledge of Allegiance Trustee Miley made a motion to approve the September 9, 2025 regular meeting minutes as presented. Trustee Skinner seconded. Motion passed. Trustee Skinner made a motion to approve the September 30, 2025 special meeting minutes as presented. Trustee Miley seconded. Trustee Stegner abstained. Zoning Inspector: Mr. Serio provided his September report, three permits were issued. He discussed in detail the calls and meetings that he had made for August and September. Maintenance Building Contractor/Construction: Final paperwork was signed for the new maintenance building, a check for a refund of \$6,675.00 for the change order to general trades contract from MS Consultants is expected in the next week. Mr. Gladman asked Trustee Miley to touch base with MS Consultants for the building plans. Delaware County Engineer: Trustee Miley will be turning in a Request for Engineering (REA) report to the county for assistance on Howard Rd, on the west end that is eroding near where the culvert was replaced. There will also be an REA requested for a big gouge at the end of Harris Rd. Delaware County Health Department: No updates Public Participation: No updates Fiscal Officer's Report: Current First Commonwealth Checking Account Balance \$372,652.82 interest \$1,125.00. Current STAROhio Account Balance \$1,562,307.42 interest \$5,623.96. Trustees reviewed and approved the bank reconciliation and timesheets for September 2025. Trustee Skinner made a motion to release Warrants #21671-21686 for \$58,033.41. Trustee Miley seconded. Mrs. Barrett presented a resolution for accepting to add appropriation of Miscellaneous Capital Projects fund 4901-120-720-0000 for the new maintenance building in the amount of \$974,000.00 and increase the total 2025 Township Appropriation Resolution to an amount of \$2,234,232.70.	
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Trustee Skinner made the motion to add appropriation Mis. Capital Projects fund 4901-120-720-0000 for the new maintenance building, and increase the total 2025 Township Annual appropriation Resolution to an amount of \$2,234,232.70 Trustee Miley seconded. Motion passed.

RESOLUTION 2025-10-14-01 TO APPROVE THE ADDING OF APPROPRIATION OF MISCELLANEOUS CAPITAL PROJECT FUNDS 4901-120-720-0000 FOR THE NEW MAINTENANCE BUILDIG, THE AMOUNT OF \$974,000.00 AND INCREASE THE TOTAL FOR 2025 TOWNSHIP APPROPRIATION RESOLUTION TO AN AMOUNT OF \$2,234,232.70

Skinner Aye Miley Aye Stegner Nay

Mrs. Barrett made a request for resolution to approve the wire to Bank of America, NA in the amount of \$157,332.75; to pay the bond payment due of principal \$98,680.50, Interest \$47,680.50, and fees \$11,221.75.

Trustee Skinner made the motion to approve the wire to Bank of America, NA in the amount of \$157,332.75; to pay the bond payment due of principal \$98,680.50, interest \$47,680.50, and fees of \$11,221.75. Trustee Miley seconded. Motion passed.

RESOLUTION 2025-10-14-02 TO APPROVE THE WIRE TO BANK OF AMERICA, NA IN AMOUNT OF \$157,332.75; TO PAY THE BOND PAYMENT DUE OF PRINCIPAL \$98,680.50, INTEREST \$47,680.50, AND FEES \$11,221.75.

Skinner Aye Miley Aye Stegner Nay

Mrs. Barrett made a request for resolution to allow Fiscal Officer, Heather Barrett to supplement (transfer) money to pay the yearly bond fees from 3101-830-830-0000 in the amount of \$11,221.75 (\$8,471.75 to Delaware County Finance Authority and \$2,750.00 to Bank of America); to Contingencies account 1000-930-930-0000.

Trustee Skinner made a motion to approve allowing Fiscal Officer, Heather Barrett to supplement (transfer) money to pay the yearly bond fees from 3101-830-830-0000 in the amount of \$11,221.75 (\$8,471.75 to Delaware County Finance Authority and \$2,750.00 to Bank of America); to Contingencies account 1000-930-930-0000. Trustee Miley seconded. Motion passed.

RESOLUTION 2025-10-14-03 TO APPROVE ALLOWING FISCAL OFFICER, HEATHER BARRETT TO SUPPLMENT (TRANSFER) MONEY TO PAY THE YEARLY BOND FEES FROM 3101-830-830-0000 IN THE AMOUNT OF \$11,221.75 (\$8,471.75 TO DELAWARE COUNTY FINANCE AUTHORITY AND \$2,750.00 TO BANK OF AMERICA); TO CONTINGENCIES ACCOUNT 1000-930-930-0000

Skinner Aye Miley Aye Stegner Nay

Mrs. Barrett made a request for resolution to approve the increase in the cemetery fund of \$1,500.00 account 2041-410-360-0000.

Trustee Skinner made the motion to approve the increase in the cemetery fund of \$1,500.00 account 2041-410-360-0000. Trustee Miley Seconded. Motion approved.

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RESOLUTION 2025-10-14-04 TO APPROVE THE INCREASE IN THE CEMETERY FUND OF \$1,500.00 ACCOUNT 2041-410-360-0000.

Skinner Aye Miley Aye Stegner Aye

Road Superintendent:
Road superintendent Gladman went over his report. He requested for the disposal of the items no longer being used from the old maintenance building.

Trustee Miley made the motion to approve the disposal of the items no longer being used from the old maintenance building. Trustee Skinner seconded. Motion approved.

RESOLUTION 2025-10-14-05 TO APPROVE THE DISPOSAL OF THE ITEMS NO LONGER BEING USED FROM THE OLD MAINTENANCE BUILDING.

Miley Aye Stegner Aye Skinner Aye

Superintendent Gladman stated the Township keeps a spare hydraulic motor for the salt spreader in case of emergencies, the township currently does not have a spare. He requested the approval for the International 7500 hydraulic motor for the salt spreader, not to exceed an amount of \$915.00.

Trustee Miley made a motion to approve the international 7500 hydraulic motor for the salt spreader not to exceed an amount of \$915.00. Trustee Skinner seconded. Motion passed.

RESOLUTION 2025-10-14-06 TO APPROVE THE INTERNATIONAL 7500 HYDRAULIC MOTOR FOR THE SALT SPREADER, NOT TO EXCEED AN AMOUNT OF \$915.00

Miley Aye Stegner Aye Skinner Aye

The International 7500 will be taken to Akron on October 27th for the bed liner. Dan will wait while the bedliner is installed.

Mr. Gladman stated the county no longer pulls trucks out that get stuck in the snow anymore. Mr. Gladman will get some quotes for emergency pull outs.

Neighbors of the Township Hall are concerned with kids taking rocks from the retention pond and throwing them in their yard. Their mower keeps hitting them, the township also has this issue. The Township will look into options regarding the rocks and retention pond and come up with the best solution.

Roads:
During the road inspection it was noted that there is a tree on Hogback Road if it falls it will fall into the road way. A letter was sent to the home owner stating we can cut the hanging part, but Brown Township needs permission to be on the property.

Cemetery:
Cemetery Sexton Harp stated there was one cremation, and three lots sold in September. The fall foundation frames were completed and new stones will be set soon. Longstreth

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is working up pricing for a columbarium for Brown Township and once received it will be brought to the meeting.

Fire Department:

The fire department’s open house went very well.

They have hired five part-time fire fighters; once they are trained they hope to have 24/7 coverage at both stations.

The final meeting for Radnor Fire Department joining Tri-Township Fire Department is on October 23, at 7 pm at the Radnor Township Hall.

Buildings and Grounds:

No updates

Old Business:

Trustee Skinner is going to follow up with OTARMA regarding the township insurance policy and why such an increase from last year. Fiscal Officer Barrett will ensure the old maintenance building is removed from the policy.

Mrs. Barrett requested to appoint an Ohio Township Association Risk Management Authority (OTARMA) representative and alternate. The first representative will be Fiscal Officer Barrett and the alternative representative Trustee Skinner.

Trustee Miley moved to approve the appointment of an Ohio Township Association Risk Management Authority (OTARMA) representative Fiscal Officer Barrett and the alternative representative Trustee Skinner. Trustee Stegner seconded. Motion passed.

RESOLUTION 2025-10-14-07 TO APPROVE THE APPOINTMENT OF AN OHIO TOWNSHIP ASSOCIATION RISK MANAGEMENT AUTHORITY (OTARMA) REPRESENTATIVE AND ALTERNATE. THE REPRESENTATIVE WILL BE FISCAL OFFICER BARRETT AND THE ALTERNATIVE REPRESENTATIVE TRUSTEE SKINNER.

Miley Aye Stegner Aye Skinner Aye

The website was updated with the information for the Road Levy, Fiscal Officer Barrett will ensure once the newsletter is received it is updated to the website as well.

The newsletter is at the printers and is hoped to be completed and mailed out next week.

New Business:

There will be a 911 Levy on the ballot due to the equipment needs updated and will soon be obsolete.

Meetings are in the process with Marion, Morrow, and Delaware County elected officials regarding the update to the 71 and 23 interchange.

There will be an ODOT meeting at the Brown Township Hall on October 28, from 5-7 to discuss the round about at 521 and County Road 34 in Kingston Township.

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Trustee Skinner made a motion to adjourn the meeting. Trustee Miley seconded.
Motion passed. Meeting adjourned at 7:01 pm.

Heather Barrett Trustees

Heather Barrett, Fiscal Officer

Connie Skinner

Connie Skinner, Chairperson

Charles Miley
Charles Miley, Vice Chairperson

Gary Stegner