

**RECORD OF PROCEEDINGS****BROWN TOWNSHIP  
REGULAR SESSION**Held: February 21, 2011

The Trustees/ Fiscal Officer of Brown Township convened in regular session from 7:30 P.M. to 9:10 P.M. in the second floor meeting room at 2491 Walker Rd Hilliard, Ohio 43026. Chair Pam Sayre called the meeting to order:

Mr. Gary Dever	Present	Mr. Ron Williams	Present
Mrs. Pam Sayre	Present	Mrs. Barbara Bloxam	Present

**Pledge of Allegiance**

Chair Sayre led the Pledge of Allegiance.

**Approval of Minutes**

Minutes of the financial session meeting held Jan 10, 2011 were presented and reviewed by the Trustees. Trustee Dever made a motion to approve the minutes. Trustee Williams seconded the motion. The motion was approved unanimously.

Minutes of the regular session meeting held Jan 17, 2011 were presented and reviewed by the Trustees. Trustee Williams made a motion to approve the minutes. Trustee Dever seconded the motion. The motion was approved unanimously.

**Fiscal Actions**

Bills were presented for payment. Trustee Dever made a motion to approve the payment of bills. Trustee Williams seconded the motion. The motion was approved unanimously.

February payroll reports were presented for review, discussion and approval. Trustee Williams made a motion to approve payroll as reported seconded by Trustee Dever. The motion was approved unanimously.

The bank reconciliation, bank statements, receipts and expenditure reports was distributed for the month of January for review, discussion and approval. Trustee Dever made a motion to approve the bank reconciliation as reported. Trustee Williams seconded the motion. The motion was approved unanimously.

**Norwich Fire Department Report**

No representative present

**Franklin County Sheriff Report**

No representative present

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### **Beth Clark report**

#### Town Center Master Plan

The Town Center Master Plan draft final document is expected to be released for public review around March 1. The document will be posted on the web for public comment and will be the subject of a meeting of the Advisory Committee as well as a public open house and briefings of elected officials. It is anticipated that official action will be taken on the plan by the Big Darby Accord Advisory Panel, Franklin County Planning Commission, Franklin County and Prairie Township Rural Zoning Commissions, Columbus Development Commission, Brown and Prairie Township Boards of Trustees, Franklin County Board of Commissioners, and Columbus City Council over the course of the ensuing several months. Individual briefings of elected officials and stakeholder groups are currently underway. Brown Township Trustees were briefed on February 15 by Beth Clark, Lee Brown, and Tracy Hatmaker. Beth Clark will also participate in a briefing of the Prairie Township Trustees on March 9.

#### City of Hilliard Comprehensive Plan Update

Hilliard Public Service Director Butch Seidle and Planner John Talentino will be present at the Brown Township Trustees regular meeting on March 21 to present a status report on the City of Hilliard's Comprehensive Plan Update.

#### Open Space Advisory Council

The Open Space Advisory Council met on January 20. Erin Sherer, Ohio Environmental Protection Agency, was elected chair for a second year and Kyle Wilson, Franklin Soil and Water Conservation District, was elected vice-chair. Kyle Wilson presented a brief update on the concept of a Darby Land Trust. Beth Clark reported that, as agreed at a previous OSAC meeting, she had emailed a survey on stream restoration projects in the Big Darby Watershed to appropriate agencies and individuals with a February 15 deadline for responses. The responses will be compiled and presented at a future OSAC meeting. MORPC Staffer Joe Kitchen circulated a draft of the OSAC annual report and asked for comment and data updates. OSAC was not scheduled to meet in February.

#### Alternative Wastewater Treatment

A feasibility study prepared by the Franklin County Sanitary Engineer is being reviewed by Building Industry Association engineers in preparation for a meeting among interested parties.

#### Big Darby Accord Working Group

The Big Darby Accord Working Group met on January 19 and February 16. Discussions included updates on the Town Center Master Plan process, a new election process for the Open Space Advisory Council, activity concerning alternative wastewater treatment, the stream restoration projects survey, and potential appointments to the Big Darby Accord Advisory Panel.

#### Ohio Township Association Winter Conference

Beth Clark attended workshop sessions at the OTA Winter Conference on Joint Economic Development Districts; Effective Decisionmaking; Relationship of Fiscal Officers, Trustees, and Administrators; Legal Agreements: When, How & Why; and Land Use Policies and Implementation Strategies.

#### Coming Events:

- Open Space Advisory Council, 9 a.m., March 17, MORPC

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**Audience Participation**

Several audience members expressed their appreciation for the job well done regarding snow and ice road plowing during the recent storms in the area.

Mr. Mike Harrold asked how the annexation of properties to Hilliard affects our "effective millage" in the township. He noted he feels further definition of the "5 year 'shared revenue' period" is needed. Chair Sayre responded saying the annexation should not affect effective millage since residents continue to pay their taxes to the township as well as the City of Hilliard. She added it is very hard to predict projected funding five years from now especially during current economic conditions.

**Old Business:**

Fiscal Officer Bloxam presented an inventory report for discussion and review. The current list was accurate with a notation to count the current chairs and tables at the township hall.

Trustee Williams proposed to begin considering township road repair and maintenance costs to project in the upcoming permanent appropriations. Trustee Williams and Dever will inspect the roads when conditions allow.

Trustee Sayre asked if there were any more questions to answer regarding completion of the NPDES Phase II project. Assistant to the Trustees, Beth Clark reported all requirements have been completed.

Trustee Sayre presented an example of a credit card policy adopted by the OTA. She asked officers to review and prepare to discuss in the future.

Trustee Dever reported the missing fire extinguisher was found in the garage and returned to the kitchen of the township hall.

**New Business**

Chair Sayre suggested purchasing a multi-function copier for the township office. After discussion, Trustee Dever moved to approved \$850.00 to purchase a new copier. The motion was seconded by Trustee Williams. The motion was approved unanimously.

She presented printed information and Fiscal Officer Bloxam accepted to do further comparisons and make the purchase.

Trustee Williams reminded officers of the upcoming FCE and BOE dinner to be held March 10, 2011. All officers indicated they planned to attend.

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**Adjournment**

With no further business, Chair Sayre asked for a motion to adjourn. Trustee Williams made a motion to adjourn the meeting. Trustee Dever seconded the motion.

Votes were: Mrs. Pam Sayre, Aye; Mr. Gary Dever, Aye. Mr. Ron Williams, Aye.

The meeting was adjourned at 9:10P.M.

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*Pamela Sayre*  
Mrs. Pam Sayre, Chair

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*Barb Bloxam*  
Mrs. Barb Bloxam, Fiscal Officer

All formal actions of the Trustees/ Fiscal Officer of Brown Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.