

RECORD OF PROCEEDINGS

BROWN TOWNSHIP TRUSTEES

REGULAR SESSION

Held: September 8, 2025

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REGULAR MEETING of BROWN TOWNSHIP TRUSTEES convened in Regular session from 6:00 P.M. to 7: P.M. At the TOWNSHIP OFFICE.

TRUSTEE-CHAIR JOHN DUSTMAN called the meeting to order.

Attendance:

TRUSTEE-CHAIR JOHN P. DUSTMAN	Present
TRUSTEE-VICE CHRISTOPHER ROTONDO	Present
TRUSTEE BROCK HUTCHISON	Present
FISCAL OFFICER PEGGIE CONNER	Present
SUPERINTENDENT: LEWIS WARNER	Present

VISITORS: Sue Kudrow, Rod Soliday

1. Minutes

Trustee Hutchison made a motion (61-2025) to approve the minutes for the August 11, 2025, Regular Meeting. Trustee Dustman seconded the motion.

ROLL CALL:	Trustee-Chair John Dustman	yes	
	Trustee Brock Hutchison	yes	
	Trustee Chris Rotondo	yes	Motion carried

2. Public Comment Period

No public comment

3. Additions or Corrections to the Agenda

None

4. Report from Road Department

Lace Road Ditches and Stormwater Management - Trustee Hutchison received a resident complaint regarding Lace Road. There was a significant amount of logging done in this area. The property owner did a lot of cleanup and water patterns were changed from the logging.

A significant amount of ditch cleanup has been done by the Township. Culverts have all been opened up.

Lace Road School Bus Stop Ahead Signs - Signs have been installed.

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Superintendent Warner is going to work on Linden Road and will need more durapatch for running the durapatcher.

5. Report from Cemetery

Bodo Surveying was able to provide an electronic copy of the cemetery to Sexton Shearer.

6. Report From Fiscal Officer

Fiscal Officer Conner presented on the updated financials.

Trustee Hutchison made a motion (R62-2025) to approve the payment listing. Trustee Dustman seconded the motion.

ROLL CALL:	Trustee-Chair John Dustman	yes	
	Trustee Brock Hutchison	yes	
	Trustee Chris Rotondo	yes	Motion carried

Trustee Dustman made a motion (R63-2025) to approve the bank reconciliation. Trustee Hutchison seconded the motion.

ROLL CALL:	Trustee-Chair John Dustman	yes	
	Trustee Brock Hutchison	yes	
	Trustee Chris Rotondo	yes	Motion carried

Trustee Dustman made a motion (R64-2025) to approve all remaining financial reports. Trustee Hutchison seconded the motion.

ROLL CALL:	Trustee-Chair John Dustman	yes	
	Trustee Brock Hutchison	yes	
	Trustee Chris Rotondo	yes	Motion carried

Other Notes from the Fiscal Officer:

Fiscal Officer Conner asked about an expense limit. She would like to establish an expense limit of \$2,000.

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Trustee Rotondo made a motion (R65-2025) to approve an expense limit of \$2,000. Any further expenses will need Board approval. Trustee Dustman seconded the motion.

ROLL CALL: Trustee-Chair John Dustman yes
 Trustee Brock Hutchison yes
 Trustee Chris Rotondo yes Motion carried

7. Report from Trustees:

Trustee John Dustman

Joint Police District - The second meeting that was scheduled was not able to take place.

Spoke with Todd Kauffman on Lynn Road in Minerva. The property is in need of a culvert clean out on both sides of the road. Superintendent Warner will take a look at this.

Spoke with resident on Lunar Road regarding Township activities. Trustee Dustman stated there are some small cleanup things to be done at their property.

Trustee Brock Hutchison

Recycling Center Update - Has been approved by CCH.

Trustees are waiting on a sign grant. We may be able to get the signs through the sign grant, which Trustee Rotondo is administering.

Trustee Chris Rotondo

American Power and Gas - A representative called in to discuss energy costs within the Township.

Township Clean Up - September 20 - 8-12

Health Department - Angela Pavlik from the Carroll County Health Department would like to install a community resource box. The box is similar in size to a newspaper box, stocked with Narcan, Drug deactivation bags, gun locks and community information. The Health Department takes care of restocking it.

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Trustee Rotondo made a motion (R66-2025) to allow the Health Department to install this box on the Township's property. Trustee Dustman seconded the motion.

ROLL CALL: Trustee-Chair John Dustman yes
Trustee Brock Hutchison yes
Trustee Chris Rotondo yes Motion carried

Sign Grant Update - We are still waiting on the State.

Llama Road and Sandy Hills Asphalt Update - We are expecting this work to be completed mid-October, weather-pending.

Rail to Trail Update - Meeting with Sheckler's next week to discuss the stretch of trail owned by the Trustees.

- **Old Business**

Linden Road - Discussed Linden Road issues with Sue Kudrow and Rod Soliday. Carroll County Engineer Brian Wise submitted an opinion on the road, ditches and water management.

Minerva Local Schools contacted Trustee Hutchison and reported the bumpy condition of Linden Road.

Engineer Wise recommends the cleaning of ditches along Linden Road, but did not find a correlation between the road and the resident's complaint.

A potential "middle ground" solution to be discussed may be durapatching Linden Road and cleaning out ditches.

The Trustees reviewed the resident's documentation and the Engineer's letter. All parties agreed on the "middle ground" solution. Trustees Dustman and Hutchison will go over the solution onsite with Superintendent Warner.

The resident requested that an outside firm conduct the work. The Trustees indicated that this work can be completed by the Township. Fiscal Officer Conner stated that an audit would not allow for this work to be completed by an outside firm unless a solid reason was provided. The Trustees indicated that the Township will be

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completing this work and that the resident would be given notice of when the work will happen.

- **New Business - None**

Trustee Hutchison made a motion (R67-2025) to adjourn the meeting. Trustee Dustman seconded the motion.

ROLL CALL:	Trustee-Chair John Dustman	yes	
	Trustee Brock Hutchison	yes	
	Trustee Chris Rotondo	yes	Motion carried

TRUSTEE-CHAIR JOHN DUSTMAN

TRUSTEE-VICE CHAIR CHRIS ROTONDO

TRUSTEE BROCK HUTCHISON

FISCAL OFFICER PEGGIE CONNER

All formal actions of the REGULAR MEETING 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.