

# **RECORD OF PROCEEDINGS**

## **BROWN TOWNSHIP TRUSTEES**

## **REGULAR SESSION**

Held: November 21, 2025

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REGULAR MEETING of BROWN TOWNSHIP TRUSTEES convened in Regular session from 6:00 P.M. to 8:39 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     | Absent  |

**VISITORS:** None

### **1. Minutes**

Trustee Hutchison made a motion (80-2025) to approve the minutes for the October 13, 2025 Regular Board Meeting Minutes. 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**

None

### **3. Additions or Corrections to the Agenda**

None

### **4. Report from Road Department**

Trucks are ready for winter. Plows and salt spreaders are ready to go.

### **5. Report from Cemetery**

October 24 - Fixed and leveled two headstones in Bever Cemetery.

Bever History has been copied and is on file at the office.

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Trustee Hutchison made a motion (R81-2025) to approve a headstone variance for Karen Sevek for a head stone that is 16" high plus a base of six inches. Trustee Rotondo seconded the motion.

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

### **6. Report From Fiscal Officer**

Fiscal Officer Conner presented on the updated financials.

Trustee Hutchison made a motion (R82-2025) to approve the payment listing. Trustee Rotondo seconded the motion.

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

Trustee Hutchison made a motion (83-2025) to approve the bank reconciliation. Trustee Rotondo seconded the motion.

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

Trustee Hutchison made a motion (R84-2025) to approve all remaining financial reports. 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:**

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### **Trustee John Dustman**

Spoke with Vera Gotschall from Grant Resources regarding grants for the rail to trail project.

### **Trustee Brock Hutchison**

Website - Changes have been made to the website. We are using a free version.

Cybersecurity - Presented a proposal.

Trustee Rotondo made a motion (R85-2025) to accept the Cybersecurity Proposal from IP Pathways. Trustee Dustman seconded the motion.

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

Trustee Hutchison will work out the contract and implementation.

### **Trustee Chris Rotondo**

Thank you to Ulman's Bakery for donating to Clean Up Day.

Thank you to Minerva Vet Clinic for their donation towards an asphalt project.

Employee merit reward

Trustee Rotondo made a motion (R86-2025) to approve \$3,600 for employee bonuses. Trustee Dustman seconded the motion.

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

- **Old Business**

Property in Stires Allotment on Brown Drive has been cleaned up for the gas company access.

- **New Business**

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Resident concern on Willow Drive. The resident submitted pictures. Trustees will follow-up.

Resident concern on Bonnie Drive. Resident submitted a deed. There are many violations of the deed.

Trustee Hutchison made a motion (R87-2025) to submit an inquiry to the Prosecuting Attorney's Office regarding this concern and who is responsible for enforcing these deeds. Trustee Rotondo seconded the motion.

ROLL CALL: Trustee-Chair John Dustman yes

Trustee Brock Hutchison yes

Trustee Chris Rotondo yes

## Motion carried

Department of Commerce - Received notice to object to a renewal of a retail liquor license. No objections were made to the renewal.

Trustee Rotondo made a motion (R88-2025) to enter executive session to consider the purchase of land. Trustee Hutchison seconded the motion.

ROLL CALL: Trustee-Chair John Dustman yes

Trustee Brock Hutchison yes

Trustee Chris Rotondo yes

## Motion carried

Trustee Hutchison made a motion (R89-2025) to enter executive session to consider the purchase of land. Trustee Rotondo seconded the motion.

ROLL CALL: Trustee-Chair John Dustman yes

Trustee Brock Hutchison yes

Trustee Chris Rotondo yes

## Motion carried

Entered Executive Session: 6:54PM

Exited Executive Session: 7:02PM

No action was taken following executive session.

Trustee Dustman made a motion (R90-2025) to adjourn the meeting. Trustee Rotondo seconded the motion.

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

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TRUSTEE-CHAIR JOHN DUSTMAN

TRUSTEE-VICE CHAIR CHRIS ROTONDO

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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.