

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

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.