

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

March 10,

2008

HELD AT: Berlin Township House, 3271 Cheshire Rd., Delaware, OH

CALL TO ORDER: Phil Panzarella, Trustee Chairman

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Ray Armstrong

ROLL CALL: Phil Panzarella, Ron Bullard and Tom D'Amico.

ATTENDANCE: Joe Korleski, Ray Armstrong, Mark Gibson and Lee Gibson

Public Comment: Panzarella reviewed Resolution 05-07-44 which pertains to how public comment is conducted at township meetings. Panzarella asked if anyone wished to make public comment, hearing none he moved on to the next agenda item.

Approval of Minutes

**RESOLUTION
08-03-01**

MOVE TO APPROVE THE REGULAR MEETING MINUTES FROM FEBRUARY 25, 2008 AND TO DISPENSE WITH THE READING

Motion: Bullard
Second: D'Amico
Vote: Panzarella yes, Bullard yes and D'Amico yes,

OLD BUSINESS

BZC/BZA Appointments-

Panzarella said we did interview at the last trustee meeting for the zoning board vacancies. He said a question was raised during the interviews dealing with liability. The concern dealt with if a board member was working on behalf of the township would there be any individual responsibility. Panzarella said it was checked out by both the County Prosecutor and our insurance carrier and the zoning member would be covered by the Township. Panzarella said there is also a \$50.00 stipend paid per meeting. He said OPERS is taken out and you receive a small credit in that retirement program.

**RESOLUTION
08-03-02**

MOVE TO APPOINT KRISTEN YORKO TO THE OPEN MEMBER POSITION ON THE BZC EFFECTIVE 3/10/2008 AND HER ACCEPTANCE- POSITION TO RUN THROUGH 3/1/2010

Motion: D'Amico
Second: Bullard
Discussion: Panzarella said to make sure the information we discussed is relayed to the individuals.
Vote: Bullard yes, Panzarella yes and D'Amico yes

**RESOLUTION
08-03-03**

MOVE TO APPOINT RAE KERLIN TO THE ALTERNATE POSITION EFFECTIVE UPON HER ACCEPTANCE- NO TERM LIMIT APPLIES

Motion: D'Amico
Second: Bullard
Vote: D'Amico yes, Bullard yes and Panzarella yes

**RESOLUTION
08-03-04**

MOVE TO APPOINT JOE KORLESKI TO THE ALTERNATE POSITION AVAILABLE ON THE BZA EFFECTIVE UPON HIS ACCEPTANCE AND THE ACCEPTANCE OF AL WARTON'S PENDING RESIGNATION- NO TERM LIMIT APPLIES

Motion: D'Amico
Second: Bullard

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Discussion: Mr. Korleski accepted position.
Vote: Panzarella yes, Bullard yes and D'Amico yes

RESOLUTION 08-03-05

MOVE TO APPOINT DONALD SUTTON TO THE ALTERNATE POSITION AVAILABLE ON THE BZA EFFECTIVE UPON HIS ACCEPTANCE AND LORI MOORE'S RESIGNATION- NO TERM LIMIT APPLIES

Motion: D'Amico
Second: Bullard
Vote: Bullard yes, D'Amico yes, Panzarella yes

Panzarella said we are extremely fortunate to have received seven applications. He said they were all very qualified individuals. He said this shows the level of commitment of the people in Berlin Township. He said we will be inviting all seven individuals to go through a training program. Bullard asked when the training would take place. Panzarella suggested waiting until April. He said that will give Loveland and Brosius adequate time. He said we already have the manuals. Bullard suggested designating D'Amico to contact Loveland and Brosius. Panzarella said in the past we have had the chairman be the contact. He said the cost has been established not to exceed \$1500.00. Bullard said he would like to put the date in the newsletter. Panzarella said it is an open public meeting and said Theresa will be posting the notice on the bulletin boards as well.

Microphones- Armstrong said the cost for four wireless microphones will cost \$600. He said that does not include the 20% added. He said wiring or plugs will not have to be changed. Armstrong said he did not get a price for moving or additional speakers. Panzarella referred to the audio as to being completed in 2 phases. The new wireless microphones and any alternate speakers. Bullard asked for a 5 minute recess

RESOLUTION 08-03-06

5 MINUTE RECESS

Motion: Panzarella
Second: Bullard
Vote: D'Amico yes, Bullard yes and Panzarella yes

Panzarella called the meeting back to order.

RESOLUTION 08-03-07

APPROVE THE PURCHASE OF FOUR (4) 401X WIRELESS MICROPHONES TO REPLACE THE OLD ONES IN THE TOWNSHIP MEETING ROOM FOR \$720 FROM NADY

Motion: Bullard
Second: Panzarella
Vote: D'Amico yes, Bullard yes and Panzarella yes

CEMETERY

Bullard said the bucket should go to the manufacturer this week. He said it should be ready by the end of next week.

FIRE DEPARTMENT

Leave Forms- Panzarella said Chief Bechstein has submitted a requested leave form for April 21-25. Panzarella noted that his hours would be covered. Bechstein cancelled his leave for June 20th - 23rd. Trustees noted they should be signing the request forms.

EMS Agreement- Panzarella said we are working on a long term agreement with the County. He said Chief Farmer has been handling this and has passed on an updated version to county commissioners. Panzarella said he thinks it is a significant increase and that it will be for a multi-year agreement. He said there will also be an escalator clause for utilities. Panzarella said the County Prosecutor will also be reviewing this.

Weather- Panzarella said with the recent severe weather the chief on his own authority augmented staff so we would have 24 hour coverage. Panzarella noted as a courtesy he contacted myself and Theresa.

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FISCAL OFFICER

Cannon said she has received invoices from WW Williams for generator work.

RESOLUTION

08-03-08

MOVE TO APPROVE PAYMENT TO W.W.WILLIAMS FOR GENERATOR OPERATIONAL INSPECTION SERVICE AND COOLANT FLUSHED, AND HOSES REPLACED ON TOWNSHIP GENERATOR FOR \$610.00

Motion: Bullard

Second: D'Amico

Discussion: Panzarella said the inspection noted it may need some repairs as well as coolant and hoses. He said we should keep an eye on this. Bullard pointed out on the invoice where they did change hoses, coolant and filter.

Vote: Panzarella yes, Bullard yes and D'Amico yes

Cannon informed the board that with the February month end she has submitted year to date financial reports to each of them. She suggested they review them.

7:45 TIME CERTAIN – SCBA BID OPENINGS

Panzarella noted that the bid for SCBA's was advertised in the Delaware Gazette on February 15th and February 22nd. Cannon said one bid was received from Fire Safety Service, 6228 Road 95, St. Rt. 33, Huntsville, Ohio 43324. Cannon opened the bid package and handed it to Chairman Panzarella. Panzarella acknowledged receipt of the bid and said the trustees would take two (2) weeks to review to verify they are per to our specifications. He said we will consult with the chief and make an award if it is fully responsive. D'Amico asked if they meet the specifications would they be awarded. Panzarella said if the bid is efficient he thinks they would be on agreement with the board and chief. Bullard asked about the old equipment. Panzarella said in the package we asked for credit. Gibson said Fire Safety has said it is worth no value. Bullard said at the awarding he would like to have a recommendation of where the old equipment will go. Gibson said you currently have equipment that was discontinued in 2002. He said after 2009 if a piece breaks there will not be any available parts. He suggested finding a career school or a little volunteer department that could use them. Bullard said we don't need a pile sitting at the station. Panzarella said there is a value and liability side to them. He said if in fact someone wishes to have the units we would have to check with the County Prosecutor to make sure we have no liability. Panzarella asked what range they were in; top or middle. Gibson said probably middle of the line. Panzarella asked if it was similar to Orange. Gibson said very similar and more updated. Panzarella asked if any other fire stations around here use the same. Gibson said the City of Worthington, Orange Township, BST&G, Washington Township. He said Liberty and Tri Township both use Scott. Gibson did not know who Genoa had. He said with the new NFPA standards everyone can connect.

TRUSTEES

Electrical Modification- Bullard reported that the electrical work in the kitchen had been completed. He said there are four new plugs in place and the microwave is on a single outlet. He said this will make it more difficult to blow a circuit breaker.

Newsletter- Bullard said we are working to put articles for the newsletter together. Panzarella suggested putting in there about moving cars from the middle of the road to make room for snow plows. Bullard said the snow days will be over when this is published. Panzarella mentioned the township clean up day. Bullard said there will be a flyer mailed out for that. Bullard asked who would be coordinating that. Cannon said in the past it has been the Road Trustee. She said they have used Sergeant Dumpsters and notified the health department. She said money would have to be appropriated.

Kick Plates- Bullard said the kick plates have been purchased and all but one has been installed. He said the door size is different and the kick plate will have to be smaller.

Dump Truck- Bullard said we have been discussing the need of a 4th truck, a smaller dump truck. He said we need to decide if we want 3 or 4 trucks. Bullard said Hart reported that the 1997 International is vital to the way the road department operates and the efficiency of the winter operations. He said a utility/dump truck would make plowing the fire department, township hall, cemetery and courts more efficient.

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D’Amico said he talked with Hart and said it would make plowing easier around the cul-de-sacs. He said the bed would have better access to and be more efficient. He thought a 4th truck would come in handy. Panzarella said he thought we should keep the 1997 International as long as we could. He said a dump truck would also be beneficial in replacing signs. He said we wanted to be certain we could mount the articulating snow plow. Bullard said yes we could do that. Panzarella said he did believe it would be easier to maintain the parking lots, courts and turn-around. Bullard said the 97 International is worth approximately \$25,000 and that we should certainly spend a couple of thousand to keep it serviced. He said it would be beneficial for the truck. Bullard also suggested having it powder coated. Panzarella noted it also needed some cosmetic work. He said possibly have some summer school career center students work on. Armstrong said the JVS does not have summer school.

ROAD DEPARTMENT

Bullard said he has reviewed with Mike Hart his projected road recommendations. He said he has contacted Eldon Johnson to see when they could review the roads. Bullard said the last two weeks of March are available. It was noted the third week was Easter. Bullard said Cannon is not available to take the notes and would check to see if we could take them if no decisions were made. D’Amico said his wife works weekends and he did not know if he would be available. Panzarella said he would also check the date. Panzarella said it looked like a lot of crack sealing would need to be done. Bullard thanked the road crew for the job they have done this winter keeping the roads cleared and salted.

ZONING DEPARTMENT

Panzarella said a monthly report has been submitted. Armstrong said they have a number of data files from the engineer’s office as well as subdivision plats that they are adding to the server. He said he is photographing some of the older plats that are not digitized and using adobe to put them on the server as well. Armstrong said he has put in a request for the township to get procedures for sexually oriented businesses. He said Liberty Township is exploring a predator thing.

FUTURE MEETINGS- BZC-3/11, General Health Advisory Council- March 18

LATE ITEMS- Panzarella said he would like to replace the pin up board currently holding state and federal notices with capture blocks. Bullard said he has asked Cathy to order them. Panzarella suggested putting them on 45 degree angled wall. Bullard said we can put the board in the road shop until we decide what to do with it. D’Amico said he received an email from a resident complaining about not having high speed internet access because the trustees are not allowing it. Panzarella said the trustees have not said that. He said we need to find what areas are still without access and contact the franchise and see what their plan is to get access to all residents. Bullard said insight can tell us that information. Cannon said she would provide a contact and number to the chairman. Bullard said he can get Verizon at his house but cannot get Insight. Panzarella said he remembers the last time the board was briefed by Insight we were told 99% of households would be covered by the end of 2006. He said it is a matter of economics with the number of people with in the relay distance. Panzarella said Bullard will be going to a meeting on March 18th at Liberty Township to discuss tornado sirens. D’Amico said there have been a couple of applications for zoning clerk. He suggested interviewing/hiring at the next meeting. Panzarella said we have no requirement to interview. He said one application was more expensive and there could be conflicts with current job and meetings. Bullard said the chairman of both the BZC and BZA should speak with the individuals and give us recommendation. D’Amico said he had some other personnel issues to discuss with the board.

**RESOLUTION
08-03-09**

**MOVE TO ADJOURN INTO EXECUTIVE SESSION FOR THE
PURPOSE OF DISCUSSING PERSONNEL MATTERS
REGARDING THE APPOINTMENT, EMPLOYMENT,
DEMOTION OR COMPENSATION OF A PUBLIC EMPLOYEE**

Motion: Panzarella
Second: Bullard
Vote: D’Amico yes, Panzarella yes and Bullard yes

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**RESOLUTION
08-03-10**

MOVE TO RETURN TO REGULAR SESSION

Motion: Bullard
Second: Panzarella
Vote: Bullard yes, D'Amico yes and Panzarella yes

Panzarella said no decisions were made however we did discuss temporary coverage of the zoning office.

**RESOLUTION
08-03-11**

**IN THE ABSENCE OF THE ZONING INSPECTOR- RICK
SEDLACEK WILL COVER THE ZONING OFFICE AT A PAY
RATE OF \$15.42 AS STATED IN RESOLUTION 08-01-20**

Motion: D'Amico
Second: Bullard
Discussion: D'Amico said that is what we previously discussed so that is what we will do.
Panzarella said we are clarifying coverage for the zoning inspector during his absence.
Vote: Panzarella yes, Bullard yes and D'Amico yes

Panzarella asked about what would be done in the absence of the zoning secretary. Bullard said it was not an imminent problem. He said it could be handled at the next meeting. D'Amico commented that Sedlacek travels a lot and there should perhaps be a back up. Panzarella said we need a clear understanding of absences. Bullard said the zoning liaison should give recommendation at the next meeting.

**RESOLUTION
08-03-12**

MOTION TO ADJOURN

Motion: Bullard
Second: Panzarella
Vote: Panzarella yes, D'Amico yes and Bullard yes

Meeting adjourned by Chairman Panzarella at 9:10 p.m.

Phil Panzarella, trustee

ATTEST:

Ron Bullard, Trustee

Theresa Cannon
Fiscal Officer

Tom D'Amico, Trustee