

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

July 14,

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 Rodger Glenn.

ROLL CALL: Phil Panzarella, Ron Bullard and Tom D'Amico. In the absence of fiscal officer Theresa Cannon, Judy Shumway was named to record the proceedings of the meeting.

ATTENDANCE: Dan Curtiss; Michael Rickabaugh; Travis Burwell; Mark Carey; Amy Ritter; Stephen Thompson; Rodger Glenn, Glenn Excavating; and Bill Bechstein, fire chief.

PUBLIC COMMENT: Panzarella reviewed the adopted rules for public comment, Resolution 05-07-44. He asked if anyone wished to make public comment. Hearing no request he moved on to the next agenda item.

APPROVE MINUTES

RESOLUTION 08-07-01

MOVE TO APPROVE THE REGULAR MEETING MINUTES FROM JUNE 14, 2008 AND TO DISPENSE WITH THE READING

Motion: Bullard

D'Amico stated the agenda listed the minutes as being from June 14th and the actual meeting date was June 9th.

Motion died for lack of second.

RESOLUTION 08-07-02

MOVE TO APPROVE THE REGULAR MEETING MINUTES FROM JUNE 9, 2008 AND TO DISPENSE WITH THE READING

Motion: Bullard

Second: D'Amico

Vote: Panzarella yea, Bullard yea and D'Amico yea.

CEMETERY

STORAGE BUILDING-D'Amico reported a storage building could not be located in the northwest area of the platted cemetery. Trustees did not review available price quotes from American Country Yard Barns, London, OH; Beachy Barns, Plain City, OH; and Buckeye Barns, Inc., Columbus, OH. Panzarella said discussions would be continued at another time.

GATOR TYPE VEHICLE-Trustees did not review the state bid price quote from Parrott's John Deere, Richwood, OH. Panzarella said discussions would be continued at another time after all requirements for a vehicle were defined.

COST ANALYSIS FOR CONCRETE MARKER FOUNDATIONS-D'Amico said he had received no analysis information.

FIRE DEPARTMENT EMPLOYMENT INTERVIEWS-Panzarella announced interviews would be held at a later time during the meeting as it could take up to an hour and there was a budget hearing set with a time certain.

FISCAL OFFICE

BUSINESS INTERRUPTION INSURANCE-An invoice for \$1,444.94 from Williams Insurance Agency, Delaware, OH to cover township business interruption insurance was

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presented. Panzarella questioned the number of square feet provided to house the fire department and administrative departments. Panzarella commented the premium amount was significantly higher than the previous year. Shumway explained the new policy covered two facilities; the fire department at 2708 Lackey-Old State Rd. and the road and administrative departments at 3271 Cheshire Rd. Panzarella commented that two facilities would be covered. He also commented the fire department was 13,752 sq. ft.

**RESOLUTION
08-07-03**

APPROVE \$1,444.94 PREMIUM PAYMENT FOR ONE YEAR RENEWAL OF BUSINESS INTERRUPTION INSURANCE POLICY-WILLIAMS INSURANCE AGENCY

Motion: Bullard
Second: D’Amico
Vote: D’Amico yea, Panzarella yea and Bullard yea.

CO-OP PURCHASING PROGRAM-An invoice of \$100.00, the one year administrative fee renewal for the co-op purchasing program was presented. The membership provides pricing for items as bid by the State of Ohio and eliminating the need for the township to bid individual items already bid by the state.

**RESOLUTION
08-07-04**

APPROVE \$100.00-ONE YEAR RENEWAL MEMBERSHIP FEE FOR STATE COOP PURCHASING PROGRAM-OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES

Motion: Bullard
Second: Panzarella
Vote: D’Amico yea, Bullard yea and Panzarella yea.

ROAD DEPARTMENT

ROAD CLOSING-Bullard announced the county engineer would be closing N. Old State Rd. between Baker Rd. and US 36/SR 37 for a culvert replacement project from July 14th to July 25th. Bullard reported the information had been put on the website. Shumway asked if the same information notice had been put on the telephone message center. Bullard replied it had not been put on the phone system but he would have Cathy Rippel do it tomorrow (July 15th).

UPDATE-S. 3 B’s & K ROAD-Bullard reported attending a meeting at the county engineer’s office regarding the condition of S. 3 B’s & K Road between US 36/SR 37 and Cheshire Rd. Complaints had been received about the recent paving of the road and the condition of the pavement. Bullard said Berkshire Township had contracted the paving contractor. Bullard said Berkshire had intended to use a two-step process in improving the road. He said the first year Berkshire would reclaim the road and top it off with chip & seal and the second year they would asphalt the road. Bullard said the county advised they had done three roads with the two step process and two were OK while S. 3 B’s & K had faults. Bullard asked road superintendent Mike Hart to attend the Berkshire Township meeting TO find out exactly what is being proposed and THE cost.

STATUS OF ROAD FUNDS-Panzarella questioned if Bullard had the status of the road funds. Bullard directed the matter to Shumway who provided information stating the road accounts had a current balance of \$204,910.56 and of that balance \$169,500.00 had been committed to be paid for the current paving contract. It was noted that the balance of \$35,410.56 would be used to provide for future fuel purchases, road salt and other road items.

Panzarella said, “The plan is not to buy as much salt as last year?” Bullard said 100 tons would cost approximately \$5,000.00. Panzarella said the salt could be purchased at last year’s contract price through September from American Rock Salt, St. Morris, NY. Shumway said the price would be increased in August (exact date unknown).

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RESOLUTION 08-07-05

APPROVE PURCHASE OF 100 TONS OF ROCK SALT FROM AMERICAN ROCK SALT @ \$49.94 PER TON (2007 CONTRACT PRICE)

Motion: Bullard
Second: Panzarella
Vote: Bullard yea, D'Amico yea and Panzarella yea.

CHAIRMAN PANZARELLA RECESSED THE REGULAR MEETING AT 7:19 P.M.

7:20 P.M.-2009 BERLIN TOWNSHIP BUDGET HEARING

Panzarella asked for verification that the Budget Hearing had been properly advertised and was available for public inspection for at least ten (10) business days. Shumway confirmed the budget hearing had been properly advertised and the proposed budget had been available for public inspection as required by the Ohio Revised Code.

Panzarella asked if there was any public comment. Hearing no public comment request, Panzarella proceeded with the hearing.

Panzarella asked trustees for their comments and told them he would comment last so questions wouldn't be repeated.

D'Amico stated he met with township fiscal officer Theresa Cannon and he'd reviewed all figures. D'Amico said the fiscal officer had explained some minor increases and decreases during their meeting. D'Amico said he wished to thank Theresa for taking time to meet with him. Panzarella questioned D'Amico asking when he (D'Amico) met with the fiscal officer and how long the meeting took. D'Amico responded he'd met with the fiscal officer last week for about forty (40) minutes.

Bullard said he saw where the Hollenback Road loan had been paid off. Shumway explained the loan would have a year end balance of approximately \$43,000. Shumway further explained that the fiscal officer is required to use purchase orders and that the total 20 year loan amount, at the time of its inception in the mid 90's, had been appropriated at that time. She said the semi-annual payments are then charged against the original purchase order. Shumway said this was required so the repayment amounts could not be used for anything but the loan.

Panzarella commented that \$300,000 would be repaid from the Fire Fund. Panzarella further commented that the General Fund-1000 total was incorrect and should be \$930,174. Shumway explained that line item amounts could be changed by trustees during the hearing.

Panzarella said the rent of \$14,000, to be collected from the county commissioners, had been recorded as \$10,400. It was noted Panzarella was not viewing the correct budget page and the \$14,000 was correctly recorded.

Panzarella next commented about the worker's compensation amount in the General Fund was higher. Shumway said the rate used had been provided by the Bureau of Worker's Compensation.

Next Panzarella commented contracted services in the General Fund-1000 was less. He said more money would be needed for Sherman Road and other improvements.

Panzarella commented next about the salary amounts in the Cemetery Fund for the sexton and clerical help. In his comment he stated the sexton's salary amount had been increased from \$3,800 to \$5,000 and that was a 31% increase while the amount for clerical help was \$2,000, down \$1,500 from \$3,500. Panzarella said, "It should be noted this is not the sexton's salary." The proposed 2009 Budget for cemetery salaries showed a net decrease.

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Panzarella questioned why the budget amount for the assistant fire chief’s salary was increased by \$1,700 over 2008. Shumway said the budget salary had been calculated based on five months actual (current year) and seven months estimated at the status as the first five months actual. Panzarella said other adjustments were mostly utilities and reflected anticipated increases in rates.

Panzarella commented the line item for legal fees in the zoning budget was down \$15,000. Panzarella then directed a comment to D’Amico that if more money was needed for legal fees in zoning, it would need to be figured out.

Shumway reviewed the overall General Fund support to the road department (\$863,542.24 in 65 mos.), cemetery department (\$179,674.92 in 66 mos.) and zoning department (\$251,741.24 in 41 mos.). Shumway also stated the General Fund had advanced monies (\$1,050,000) to the Fire Fund which was being repaid.

D’Amico said he had no comments.

Panzarella said there were significant things not in the job descriptions which had been drafted and things such as JEDD, TIF, and liaison to the sewer district. He also said assignments such as publishing the newsletter and learning Front Page had caused shortfalls in the zoning accounts. Shumway stated all payroll had been paid from the General Fund and not the Zoning Fund. Panzarella commented, “The last three years.”

Bullard questioned if the county auditor had commented on the income. Panzarella said he believed when the revenue estimates are given by the auditor’s office there is 1% built in for no collections. Panzarella said he believed the fiscal officer had asked the auditor’s staff. Bullard said he didn’t want to read of any surprises in the newspaper. Panzarella said, “I anticipate 3% less in collections.” Bullard said the fire department should get a certain figure. Panzarella said, “I planned lower.”

Shumway asked trustees if they anticipated receiving any grants in 2009. Bullard said he would ask the county engineer to duplicate the 2008 application to Ohio Public Works for the Meadows of Cheshire road improvement. Shumway said much caution should be taken in filing any OPWC application as the township’s ability to participate could be less than it had been in the past.

Panzarella said the fire department had completed grant applications and were unsuccessful in receiving anything for the breathing air recharging system requested. Bechstein said, “The fire department is still in the running.” Bechstein said the township’s share would be \$2,000 for the \$40,000 requested from FEMA. Bechstein said the fire department would probably continue to file grant applications with the state fire marshal and for EMS training. Panzarella said, “Grants go to larger departments.”

Panzarella said observations of large differences needed answers. He suggested the cemetery sexton’s salary and the cemetery clerical salary be adjusted. Panzarella questioned why the sexton’s salary amount was so large and the clerical salary was less. Panzarella questioned if trustees were comfortable with that.

Shumway explained there was no cemetery clerical help at the current time. She also explained that the cemetery sexton receives an additional hourly wage when working on marker foundations and the township had done more foundations the first five months of 2008 than are usually done in an entire year thus justifying the increased amount.

**RESOLUTION
08-07-06**

**ACCEPT AND APPROVE 2009 BUDGET OF \$3,679,454 AS
PRESENTED BY FISCAL OFFICER JULY 14, 2008**

1000-GENERAL FUND	\$2,222,309
2011-MVL FUND	\$ 11,675
2021-GASOLINE TAX FUND	\$ 140,800
2041-CEMETERY FUND	\$ 52,945
2111-FIRE FUND	\$1,084,815
2231-PERMISSIVE LICENSE FUND	\$ 91,300
2181-ZONING FUND	\$ 75,610
3101-NOTE PAYABLE-HOLLENBACK	\$ -0-

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**3102-NOTE PAYABLE-PIATT
TOTAL**

**\$ -0-
\$3,679,454**

Motion: Bullard
Second: D'Amico
Vote: D'Amico yea, Panzarella yea and Bullard yea.

BUDGET HEARING CONCLUDED 8:04 P.M.

**RESOLUTION
08-07-07**

RECESS REGULAR MEETING FOR FIVE MINUTES-8:04 P.M.

Motion: D'Amico
Second: Bullard
Vote: Bullard yea, D'Amico yea and Panzarella yea.

**REGULAR MEETING RECONVENED BY CHAIRMAN PANZARELLA AT
8:11 P.M.**

ROAD DEPARTMENT continued

SCHOOL BUS FACILITY TURN LANE-Bullard reported confirming that Olentangy Schools dedicated 30 ft. right-of-way on S. 3 B's & K Rd. in Berkshire Township. Bullard said he was uncertain if any right-of-way was dedicated on the west side of the road. Bullard said in the past the township had paid for the turn lanes. Shumway disputed the statement saying township records show that Olentangy Schools paid the township \$56,613 for widening the turn lane at Arrowhead Elementary School on Hollenback Road in the mid 90's. Bullard said he was not aware of such payment.

ACCESS ROAD TO ALUM CREEK FOR BOAT-Panzarella said he understands the state park would allow access to the lake via the old vacated road across from the fire station. He said the state would not pay for improvements to the old road. Panzarella said the township should pursue access to the lake. Bullard said he was concerned with spending road funds.

PIATT ROAD DRAINAGE-ESTIMATE #3189-Bullard said he would invite Piatt Road residents, representatives from soil and water conservation office, the county engineer to spend time with trustees to discuss a possible drainage problem solution. Rodger Glenn of Glenn Excavating told trustees there were three watersheds on Piatt Road and the middle one was the problem. Glenn said the water needed to be drained to the east toward the Paykoff property. Glenn had submitted an estimate of \$24,500 to make ditch corrections. No action taken.

DRAINAGE AT NORTH AND SHANHAN ROADS-Glenn said there was a pending ditch petition which would affect the mentioned area. No action taken.

SHERMAN ROAD-ESTIMATE #3188-Glenn had provided an estimate of \$7,560.00 to install a 30 in. crossover culvert on Sherman Rd. Bullard said he hadn't seen the estimate until today (July 14, 2008). No action taken.

SUMMERWOOD CROSSING-ESTIMATE #3191-Glenn provided an estimate of \$590 to clean approximately 220 ft. of ditch on Summerwood Crossing. No discussion. No action taken.

S. 3 B's & K ROAD-ESTIMATE #3190-Glenn provided an estimate of \$560 to repair ditch on west side of road approximately 600 ft. south of intersection with Cheshire Rd. (CR 72) and \$980 to clean 580 ft. of ditch beginning 75 ft. south of intersection with Cheshire Rd. (CR 72) to point where ditch is functioning properly. Glenn explained where tile empties into ditch it's plugged up. Glenn said the ditch was full of silt. Bullard questioned the drainage north of Cheshire Road and Glenn said that some of the area drains to the south and some to the north. No action taken.

BIG RUN ROAD-ESTIMATE #3187-Glenn provided an estimate of \$1,050 to grade and roll the road with stone to be furnished by the township. Glenn said this is an annual thing and if not done the road will turn into a washboard effect. Bullard reminded that trustees

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meet once per month and he asked Glenn if the work could be done in September. Glenn said it could. No action taken.

**RESOLUTION
08-07-06**

**RECESS TO EXECUTIVE SESSION TO DISCUSS
PERSONNEL MATTERS REGARDING ADVERTISED
POSITION-8:25 P.M.**

Motion: Panzarella
Second: Bullard
Vote: D'Amico yea, Bullard yea and Panzarella yea.

**CHAIRMAN PANZARELLA RECONVENED THE MEETING TO REGULAR
SESSION-9:50 P.M.**

Panzarella reported trustees interviewed six candidates.

Bullard said that since it was almost 10:00 p.m. there were several items on the agenda that could wait until the next meeting.

**RESOLUTION
08-07-09**

**HIRE MICHAEL RICKABAUGH, TRAVIS BURWELL AND
MARK CAREY AS PART-TIME FIREFIGHTERS AT PAY RATE
OF \$9.25 PER HOUR WITH SIX MONTH PROBATIONARY
PERIOD PENDING SATISFACTORY COMPLETION OF
PHYSICAL EXAM, BACKGROUND CHECK AND
EMPLOYMENT PAYROLL FORMS WITH EFFECTIVE DATE
TO BE DETERMINED BY FIRE CHIEF WHO WILL
IMMEDIATELY REPORT EFFECTIVE DATE TO FISCAL
OFFICER WHO WILL NAME DATE(S) IN FUTURE MEETING**

Motion: Panzarella

Bullard said the motion should state, "the rate approved in the organizational meeting." Shumway said the resolution should name those hired, the rate of pay, the probationary period statement and conditions of hiring along with the effective date of hire.

Bullard questioned, "How long is the probationary period?" Bechstein said firefighters would be expected to complete 36 hr. training during the probationary period. Bechstein said it is expected the training would be completed before the end of the probationary period. Bullard questioned, "Training will be completed first?" Bechstein said the training should be completed before the end of the probationary period but that employees would continue to be paid the probationary rate until the end of their probationary period. Bullard questioned the probationary period going beyond the end of the year. Bechstein said the probationary period was six months from the date employment begins.

Second: Bullard
Vote: Panzarella yea, Bullard yea and D'Amico yea.

FIRE DEPARTMENT

REQUISITONS

**RESOLUTION
08-07-10**

**APPROVE REQUISITION #2008-06-01 FOR ONE YEAR
MONITORING FEE FOR FIRE ALARM DETECTION SYSTEM
AT 2708 LACKEY-OLD STATE ROAD AT COST OF \$514.08-
TYCO FIRE & SECURITY/SIMPLEX GRINNELL**

Motion: Bullard
Second: Panzarella
Vote: Bullard yea, D'Amico yea and Panzarella yea.

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DISCUSSION-REQUISITION FOR COLUMBUS SIGNWORKS-Panzarella said there was a requisition for striping the utility vehicle. Shumway questioned if the work had been completed prior to the meeting. It was confirmed that work was done July 1st. Shumway said it would be necessary to prepare a Then and Now purchase order. Panzarella said, "The chief paid this out of his \$750 monthly allowance." Bullard said a second requisition to Columbus Signworks should be combined with the requisition being discussed. Panzarella said the two were not related, that the second one was for work on a logo. Shumway explained that since work on the utility vehicle had been completed before trustees' approval it needed the Then and Now purchase order. Panzarella said he'd spoken with the fiscal officer and it was OK that the chief spent the money out of his \$750 monthly allowance. Bullard said the second Columbus Signworks requisition should be combined with the first one. Bullard commented the two requisitions exceeded the \$750 monthly allowance. Shumway said requisitions require the use of purchase orders and if purchase orders are used it would have no effect on the monthly spending allowance as the monthly allowance is used for daily operations. Shumway said that if \$635 was to be subtracted from the monthly allowance of \$750 it would leave only \$115 for use from July 2nd through July 31st and that probably wouldn't be enough to cover the fire department needs for the entire month. Bechstein said that it's sometimes difficult to have only \$750 for the month allowance.

RESOLUTION

08-07-11

APPROVE REQUISITION #2008-07-01 FOR STRIPING, LETTERING & LICENSE PLATES ON FIRE DEPARTMENT UTILITY VEHICLE AT COST OF \$635.00-COLUMBUS SIGNWORKS

Motion: Bullard
Second: Panzarella
Vote: D'Amico yea, Bullard yea and Panzarella yea.

RESOLUTION

08-07-12

APPROVE REQUISITION #2008-07-02 FOR ARTWORK OF FIRE DEPARTMENT LOGO AT COST OF \$360.00-COLUMBUS SIGNWORKS

Motion: Bullard
Second: Panzarella
Vote: Panzarella yea, D'Amico yea and Bullard yea.

RESOLUTION

08-07-13

APPROVE REQUISITION #2008-07-03 ANNUAL LADDER TESTING & MISCELLANEOUS HEAT AND HAZARD LABELS FOR LADDERS AT COST OF \$390.00-CONAM INSPECTION & ENGINEERING SERVICES, INC.

Motion: Bullard
Second: Panzarella
Vote: Bullard yea, Panzarella yea and D'Amico yea.

FIRE RUN REPORT-Panzarella reported runs from the report.

EXPENSE REPORT-SAM REDA-Bechstein submitted an expense report from Sam Reda dated June 25, 2008 for trustee approval. It was communicated to Bechstein that expense reports should be submitted directly to the fiscal officer and in the month of the expense.

LIGHTNING STRIKE AT 2708 LACKEY-OLD STATE ROAD-Panzarella reported there had been a lightning strike at the fire station on June 25th damaging phone equipment. Panzarella said an insurance claim was being processed.

UTILITY VEHICLE 390 STATUS-Panzarella reported the utility vehicle had been registered, had license plates and was striped.

U.S. AND OHIO FLAGS-Panzarella said the fire station needed new outdoor flags for display. Shumway advised they had already been ordered.

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TRUSTEES

DISCUSSION-TOWNSHIP NEWSLETTER-D'Amico said he had given board members a copy of the proposed newsletter for their comments. He said he wanted the final draft back to Cathy Rippel by Friday, July 18th. D'Amico said trustees would need to review the corrected final draft and get it back to him by mid-week (July 23rd).

DISCUSSION-LETTER TO STATE OF OHIO REGARDING RESCUE BOAT- Panzarella said. "The state took the rescue boat off the lake." He questioned if it would be worthwhile to send a letter to the state. D'Amico said he had seen an ODNR rescue boat on the lake the other day. Panzarella questioned D'Amico asking him when he saw the boat. D'Amico said he'd seen the boat about nine days ago. Panzarella said he had received an e-mail that there was no rescue boat on the lake. No action taken.

TOWNSHIP HANDBOOK STATUS-Panzarella asked the status of the township handbook. There were no comments from Bullard or D'Amico. Shumway said in May, on two different occasions, draft copies of numerous sections had been given to trustees for corrections. Panzarella said he had returned one of the drafts to the fiscal office. Bullard and D'Amico did not comment. Panzarella said he would get the second sections to the fiscal officer by week's end. Shumway said additional draft sections had been completed and were ready to be distributed to trustees third draft sections.

BZA ALTERNATE AGENDA ITEM-D'Amico said the appointment of a BZA alternate could be addressed at the next meeting.

JOB DESCRIPTIONS AGENDA ITEM-D'Amico said he had received job descriptions. Panzarella said he had reviewed the *Ohio Township Personnel Management Sourcebook* which had sample job descriptions in it. He said the sourcebook included both a job knowledge and abilities section. Panzarella said the job descriptions he'd seen did not include information which the sourcebook recommended and continuity was missing. Panzarella said, "There is a way to get it done." Panzarella wanted the handbook to model the KSA format. D'Amico said he would continue to work on the job descriptions.

FUTURE MEETINGS

WARNING SIREN MEETING JULY 28TH DURING DELAWARE COUNTY

COMMISSIONERS MEETING-Panzarella asked who would be representing Berlin Township. Bullard said he would be out of town. Panzarella said he would represent Berlin Township. Bullard and D'Amico did not object.

CEMETERY COMPLAINT-Panzarella said there had been a complaint in the cemetery regarding excess concrete near a foundation repaired.

ODOT MEETING-Shumway reminded trustees of a roundtable forum to discuss economic growth and development along US 36 and US 23 at 9:00 a.m. on July 22nd at the Delaware County Hayes Building. Bullard said zoning inspector Ray Armstrong was definitely planning to attend. Panzarella said he also would attend.

LATE ITEMS

FIRE UTILITY VEHICLE TO BE DRIVEN TO FIRE CHIEF'S HOME OVERNIGHT-

Panzarella told trustees the fire chief would be taking the department's utility vehicle home overnight as he intended to drive the vehicle to deliver accessories to Dutch Harbor for the recently purchased rescue boat. Panzarella said the chief would be leaving in the early morning so it would save time to take the vehicle home.

KLA REPRESENTATIVE/OTARMA-Panzarella reported the township had provided the prosecutor's office with numerous forms for review in 2006. Panzarella said the prosecutor had been asked to review the forms and provide a legal opinion. Panzarella said recently the legal opinion had been received recommending some changes to the KLA forms. He said he would be meeting with a KLA representative later in the week.

RE-ZONE HEARINGS SCHEDULED-Shumway said BZC Case #08-004 had been received for hearing by the trustees. The application of Byers KIA would need to be heard July 31,

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2008 at 7:00 p.m. Panzarella said he knew nothing of the hearing. Shumway said the case had recently been passed to the fiscal officer. Panzarella said the hearing date would cause need for a special meeting. Shumway said the hearing was scheduled in order to be in compliance with the Ohio Revised Code.

Shumway said a second re-zone case had been received in the fiscal office and a trustee hearing had been scheduled for applicant Stambaugh, BZC Case #08-005, to be heard August 11, 2008 at 8:00 p.m. Panzarella said this hearing would be during the regular trustee meeting.

Trustees agreed with both scheduled dates and times.

CHAMBER OF COMMERCE SURVEY-Bullard said in the past he had sent listed points to the Mid Ohio Regional Planning Commission and he wanted to know if trustees agreed the same information could be sent the Chamber of Commerce. He said he would provide copies to trustees.

ROAD SIGNS ON CUL-DE-SACS-Bullard said Panzarella had asked him about signs installed on cul-de-sacs in his (Panzarella's) subdivision of Summerwood. Bullard provided trustees with copies of trustee minutes from September 4, 1996 and May 29, 2007 in which both included resolutions regarding "no parking" on cul-de-sacs in subdivisions. Panzarella said when the resolutions were adopted there weren't that many subdivisions and they were high density. Panzarella said in 2002 the township started having low density subdivisions i.e.. FR-1. Panzarella said, "In '96 guys didn't know. In '07 we missed the issue. The number of cars parked on streets in the low density subdivisions is not as much. I think the Board should consider this." Bullard said, "The size of the circle has more to do with it than the number of houses." Panzarella said, "I think the factors imply one size doesn't fit all. There is no sense doing stuff we don't have to do. I want the Board to think about putting signs in low density subdivisions."

Bullard said he had spoken with road superintendent Mike Hart about the number of road signs in various subdivisions. Hart has suggested speed limit signs at entrances in subdivisions stating the speed limit is "throughout the subdivision" and this would eliminate the number of signs to maintain.

Panzarella said signage will be discussed at the next meeting.

Bullard said he was working with Hart on zoning signs at the entrance roads to the township. Bullard said zoning signs were on some of the roads and not on other roads.

QUESTION REGARDING PROSECUTOR'S RESPONSE-D'Amico said he had not received a response from the prosecutor's office in regard to two questions he had asked in a letter dated June 2, 2008. D'Amico questioned if other trustees had received a response. Bullard and Panzarella said they had no response. Panzarella said he e-mailed the prosecutor about it.

DELIVERY OF LEGAL FILES-Panzarella said he had asked assistant prosecutor Bill Owen about delivery of the legal files. Owen advised the sixteen boxes of files would be delivered by the end of the week. Panzarella said the prosecutor had advised the files would be destroyed and the township had requested receipt of them. Panzarella said he was concerned there was no secure place to store them. Panzarella said he wasn't the person wanting the files and he suggested they be destroyed per the prosecutor's retention schedule. Bullard commented about his concerns for the files being destroyed. D'Amico said he suggested following the prosecutor's retention schedule to destroy the files. Trustees agreed. Panzarella said he would call the prosecutor and recant the township's request. Panzarella said the township should follow the prosecutor's advice regarding retention of a legal matter.

**RESOLUTION
08-07-14**

ADJOURN MEETING AT 10:53 P.M.

Panzarella asked if there was any other business and if not he would entertain a motion to adjourn.

Motion: Bullard

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Second: Panzarella
Vote: Panzarella yea, Bullard yea and D'Amico yea.

Meeting adjourned.

Philip P. Panzarella, Trustee

ATTEST:

Ronald W. Bullard, Trustee

Theresa Cannon
Fiscal Officer

Thomas A. D'Amico, Trustee