

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

April 13, 2009

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

CALL TO ORDER: Ron Bullard, Trustee Chairman.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Larry Buell

ROLL CALL: Phil Panzarella, Ron Bullard and Tom D'Amico; Theresa Cannon, Fiscal Officer

ATTENDANCE: Ray Armstrong, zoning inspector; Larry Buell, cemetery sexton; Craig Hall, assistant fire chief; Chad Antle, Director of Environmental Services and his staff members David Finney, and Matt Lambert; Toni and Joe Korleski; Tom Roll; Steve Burke and Joan Bowe of Delaware General Health District; Mary and fire chief Bill Bechstein; Cathy and Steve Rippel; Mike and Sue Hubbard; Mary Louise Brown; Steve Haywood; Carolyn and Lloyd Gallaher; Chester Heid, Jr.; Neil Mattison; Bret and Julie Clark; John Leskoske; Barbara and Elmer Schanck; Ron and Mary Kinnaman; Richard Taylor; and Dan Jacobs

Bullard referred to Resolution 05-07-44 regarding rules with public comment. Anyone wishing to speak should identify themselves and would be given 3 minutes to talk. Bullard asked if anyone wished to speak. Hearing none, trustees moved to the next agenda item.

Approval of minutes:

RESOLUTION 09-04-01

MOVE TO APPROVE THE REGULAR MEETING MINUTES FROM 3/23/2009 AND TO DISPENSE WITH THE READING

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

FISCAL OFFICE

Pontem Software- Cannon asked for approval to pay the annual support fee for the cemetery data manager, mapping and imaging from Pontem for \$738.00

RESOLUTION 09-04-02

MOVE TO APPROVE PAYMENT TO PONTEM SOFTWARE BY RIA FOR \$738.00 FOR ANNUAL SUPPORT OF CEMETERY DATA MANAGER, MAPPING AND IMAGING

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

Budget- Cannon said she has provided quarterly reports to Trustees and Department heads for budget work. Cannon said the hearing will be held at the July meeting. Bullard said they would schedule a time certain at a future meeting.

BZC Case 09-001- Cannon said the zoning packets were put in Trustees mailboxes and the hearing has been advertised for April 27th at 7:30 p.m.

7:05 Time Certain – Larry Buell, Cemetery Sexton

Buell said he has been in contact with the U.S. Corps of Army Engineers regarding the wooden boxes that have surfaced at Alum Creek Lake. He said all of the boxes had previously been excavated. However, pieces of skeletal remains were still in the boxes. He asked the Trustees how they wanted to handle the following: What should he do if the U.S. Corps of Army Engineers wanted to place a cremation vault in with the vault that was previously buried? He said the Township does not allow two burials in the same site. He said the remains would then be all together in the same grave space. Buell also questioned how the fees should be handled. He said the U.S. Army Corps of Engineers is not located in the Township but the previous cemetery where the bodies were buried was. Bullard said he understood what Buell was saying and said he had some resolutions. Buell said he just

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

April 13, 2009

wanted to make sure the Township was covered in case someone else wanted to do something like this. Buell said if we can't locate the grave sites where some of the remains are we will have to use another grave site.

**RESOLUTION
09-04-03**

I MOVE THAT ALL EXISTING CEMETERY GRAVE SITES LOCATED WITHIN BERLIN TOWNSHIP BE CONSIDERED AS TOWNSHIP RESIDENTS FOR CEMETERY PURPOSES

Motion: Bullard
Second: D'Amico
Discussion: Panzarella said the previous location of the cemetery was in Berlin Township.
Vote: D'Amico yes, Panzarella yes and Bullard yes

**RESOLUTION
09-04-04**

I MOVE THAT ALL GRAVES BE MADE AVAILABLE FOR ADDITION OF REMAINS OF THE INDIVIDUAL LOCATED WITHIN THE SPECIFIC INDIVIDUAL'S TOWNSHIP GRAVE

Motion: Bullard
Second: Panzarella
Discussion: Bullard said he thought this was appropriate. Panzarella said it should be made clear that we are talking about a specific site, Alum Creek Shoreline. He also suggested seeking legal opinion from the prosecutors. He said we are setting a precedent with this motion. Buell said he would need an answer tomorrow.
Vote: Bullard yes, D'Amico yes and Panzarella yes

7:15 TIME CERTAIN: DELAWARE GENERAL HEALTH DISTRICT

Steve Burke and Joan Bove gave a presentation of the Health District's 2009 goals and objectives. Burke presented the environmental goals: protecting the water supply from unnecessary pollution, promoting development and use of playgrounds, trails, and bike paths to provide more opportunities for healthy lifestyles, ensure safe preparation and delivery of food by all, improve physical and behavioral health of youth through education, partnerships and leadership training and be a resource for residents and institutions to improve indoor air quality.

Bowe presented Chronic Disease and Communicable Disease Control. She said they will implement policies, programs and services designed to prevent chronic diseases including cancer, cardiovascular, health, and diabetes. Reduce health risks from tobacco use and improve nutrition and participation in physical activities. She said the Health Department wants to protect the public from spread of communicable disease and promote the prevention of disease through immunization. Bowe said the General Health District wants to build the agency capacity resulting in national accreditation and provide community leadership on public health issues, improve record keeping and be fiscally independent and solvent. A pamphlet was passed out to audience members and trustees. She asked if there were any questions. Bullard said the most asked question from residents is related to the mosquito program. Burke said they have already started receiving calls. He said they are no longer testing birds for West Nile however they are still testing mosquitoes. He said we take requests and set up traps in neighborhoods. He said we collect them and send them in for testing. He said if any are positive we move the traps around in the area. He reported that they have been told they need a report from the EPA before they can begin fogging. Bechstein asked if they were testing the water at Alum Creek. Burke said they used to and were told it was not in their jurisdiction to do so. He said ODNR tests the water. Bullard thanked them for their presentation and said their website will be made available on the Township website.

FIRE DEPARTMENT

Requisition 2009-03-05: Electrical installation and parts for breathing air compressor.

**RESOLUTION
09-04-05**

MOVE TO APPROVE REQUISITION 2009-03-05 FOR \$420.00 TO ANDY ANDERSON FOR ELECTRICAL INSTALLATION AND PARTS FOR BREATHING AIR COMPRESSOR

Motion: Panzarella
Second: D'Amico

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

April 13, 2009

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

Requisition 2009-03-06: Maintenance and service for Engine 391.

**RESOLUTION
09-04-06**

**MOVE TO APPROVE REQUISITION 2009-03-06 FOR
\$546.36 TO CUMMINS BRIDGEWAY, LLC FOR
MAINTENANCE AND SERVICE ON ENGINE 391**

Motion: Panzarella

Second: D'Amico

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

Requisition 2009-03-07: Officer development training for Craig Hall.

**RESOLUTION
09-04-07**

**MOVE TO APPROVE REQUISITION 2009-03-07 FOR
\$120.00 TO DELAWARE CITY FIREFIGHTERS LOCAL 606
FOR OFFICER DEVELOPMENT TRAINING FOR CRAIG HALL**

Motion: Panzarella

Second: Bullard

Discussion: Panzarella said Hall would be paid for 16 hours of work and no mileage.

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

Requisition 2009-03-08: Officer development training for Joe Pichert.

**RESOLUTION
09-04-08**

**MOVE TO APPROVE REQUISITION 2009-03-08 FOR
\$120.00 TO DELAWARE CITY FIREFIGHTERS LOCAL 606
FOR OFFICER DEVELOPMENT TRAINING FOR JOE
PICHERT**

Motion: Panzarella

Second: Bullard

Discussion: Panzarella said Joe will receive his regular pay and we will still have 3 firefighters on duty.

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

Requisition 2009-03-10: 15 gallons of Jet-X High Expansion Foam

**RESOLUTION
09-04-09**

**MOVE TO APPROVE REQUISITION 2009-03-10 FOR \$342
TO FIRE SAFETY SERVICES, INC. FOR JET-X HIGH
EXPANSION FOAM**

Motion: Panzarella

Second: D'Amico

Discussion: Bullard asked how long the foam lasted. Bechstein said he last purchased it about a year ago. He said it depends on how many grass fires there are.

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

Requisition 2009-03-09: Labor costs to replace 10 garage door receivers and transmitters.

**RESOLUTION
09-04-10**

**MOVE TO APPROVE REQUISITION 2009-03-09 FOR
\$318.00 TO BRN SON DOOR COMPANY FOR REPLACING
10 GARAGE DOOR RECIEVERS AND TRANSMITTERS**

Motion: Panzarella

Second: D'Amico

Discussion: Bullard asked if the road department received a new transmitter. Bechstein said they did.

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

Del-Co Water Line- Bechstein informed the board that Del-Co will be replacing a 3 inch line along Gregory Road with a 12 inch line. He said they will not be installing fire hydrants. He said they have offered to perform hydrant installation at a cost should you decide to purchase hydrants. He said there are two properties that would greatly benefit from the

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

April 13, 2009

installation of hydrants for fire protection. He said the properties are small farms and are approximately 1000 feet apart. Bechstein said he believed it is in our best interest to install at least one hydrant. He said in the past we have not purchased hydrants. He said the fire department could add this as a budget item in the future. Bullard said he is concerned with setting a precedent. He said there would be a hydrant on the school site. Bechstein said the hydrant would be more than 1000 feet away. D'Amico said when he received the information from Bechstein he thought it was a good idea. He said it would however set a precedent that would be costly. Bullard said putting a hydrant in there would benefit the developer. Panzarella said the chief brought up a good point about adding as a budget item in the future. Panzarella said we can talk to the developer of the school site and the Olentangy Schools to see if they are interested in sharing costs. He suggested delaying until the next meeting. Bullard said you can also talk with the two property owners. Bullard said it would be on the next agenda.

Lieutenant Position: Bechstein asked the Board to consider promoting Firefighter Joe Pichert to the position of Lieutenant. He said he has discussed with Assistant Chief Hall and both feel a Lieutenant position for the daytime staffing hours is needed. Bechstein said Pichert is doing Lieutenant's duties and responsibilities already. He said Pichert has been here a little over 4 years and he does an excellent job and has the schooling. Bechstein said he can always attend officer training courses in the future. Bullard said Joe is a wonderful employee and has done a great job. He said we should go into executive session and address at a certain time. He said there are legal issues we need to look at. Panzarella said some criteria was supplied from another fire department. Bullard said this is not derogatory at all towards Joe but he would like to discuss this at the next meeting. He said he would like to discuss the fire department staffing at the 1st meeting in May.

ROAD DEPARTMENT

Curve Road Mailboxes. Panzarella said they have been installed thanks to the Road Department.

Golf Cart Maintenance: Bullard said the golf cart has been taken in to be serviced.

Dump Truck Repair Estimates: Bullard said he would like to discuss this at the next meeting as well as the purchase of a small truck.

Maintenance Uniforms: Bullard said the road crew will be getting new shirts to wear so they are in compliance with class 2. He said they will no longer wear the gray but will now have reflective shirts.

TRUSTEE ITEMS

Computer System Support, Beacon Data Systems- Panzarella said we have previously received billings where charges were made specific for fire department. He said the board expressed desire for 1 year audit from the System Administrator. Panzarella said the fire department keeps a back-up on site. He said they may need to keep one here. He said they are doing weekly back-ups and he would propose they keep a copy in a fire proof safe in the zoning or put in on the server. Panzarella said he would like hours billed specific. Bullard asked Cannon if she had any comment. Cannon said Beacon Data has a set amount they charge per month even if they haven't serviced any computers. She said she does a percentage according to how many computers each department has for calculating the bill. She said currently the fire department has the most computers that could be serviced.

ZONING DEPARTMENT

Bullard said there are some grant opportunities and workshops available and thought it made sense to educate someone. He said this would be added to the next agenda.

LATE ITEMS

Conflict of Interest Questionnaire- Cannon said she put forms from Perry & Associates in the Trustees mailboxes. She asked that they be completed and returned to her as soon as possible.

Beggars Night- Bullard said there was an article in the Columbus Dispatch regarding what night beggar's night should be. He said the article states how MORPC fixed Beggars Night on October 31st starting in 2005 but not everyone has followed. He said we currently have it scheduled for October 31st and said if we want to change it we should discuss it at the next meeting.

Bullard called for a 2 minute recess at 7:58. Bullard called the meeting back to order and said there was a presentation for sanitary sewer at 8:00.

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

April 13, 2009

8:00 TIME CERTAIN: PRELIMINARY PLANS FOR SANITARY SEWER LINE TO CHESHIRE ELEMENTARY SCHOOL

Chad Antle, Director of Environmental Services introduced Matt Lambert and David Finney from his staff. Antle provided a slide show illustrating the proposed sanitary sewer improvements. He said Olentangy Local schools will open a new elementary on Gregory Road in the Fall of 2010 and Delaware County is committed to providing sanitary sewer to service the new school. He said currently there is an existing sanitary sewer located at the intersection of Cheshire Road and Old State. Planning stages have included evaluating several possibilities for the alignment of the sewer and keeping in focus: maximizing the sewer service, overall costs and constructability. He said pump stations and force mains are not desirable due to energy costs and short and long term maintenance issues. He said after all studies are back we would make a recommendation to the County Commissioners. He said they have hired Floyd Browne Group to do the Geo Technical Survey. He said they will look at environmental conditions, wetlands and stream crossings. He said you may have received a letter from us letting you know we will be on your property. Antle said the preliminary alignment has been narrowed to 2 options and showed different maps with legends. Antle said they would negotiate easements once the County determines the final alignment. Construction will start this year and the County will be engineering the project in house. Antle said he would take questions and answer them the best he could.

Bullard asked when the final plan would be available. Antle said the final plan is done in stages. Chet Heid asked, "What is the time frame for the County to choose a final alignment? He also asked if there would be another meeting. Antle said they would look at a cost benefit approach. As far as a meeting goes he would get direction from the board but couldn't guarantee a meeting before a decision is made by the County Commissioners. Panzarella said the County Commissioners agenda is made available on their website. He asked Antle if there was any other way the residents could be notified when the Commissioners would hear it. Panzarella asked if something happened to the school funding if the County would go forward with the sewer project. Antle said they would have to speak with the school to see if there was a delay or what was going on. He said they are working with the school. A question was asked regarding capacity consideration and the cost of potential tap fees. Antle said we look at what the township has in their plan for that area. He said they are not here to push zoning or development. Antle said the base fee is \$5,900.00 and said the project will more than likely be equipped with a surcharge. He said they do not have any numbers yet. A question was asked about going along the extended Piatt Road. Antle pointed to the map and said the green alignment is the best route to get to the school property. A question was asked if Piatt Road would be extending to the north. Panzarella said it was not in the County plans. Bullard said it is in the thoroughfare and said a developer would be required to put in the road for development. Bullard said it is a road to no where. Bullard said it costs money to do that we don't have.

Heid asked about Option B on the plans. Antle said the decision between A and B won't be made until final engineering. Heid asked about the easement and questioned if it would be 20 feet on each side. Antle said it would be a pipe in the middle of the 20 foot easement. He said a temporary construction easement requirements have not been set. Heid asked if a landowner would have to have something removed. Antle said they would have a professional appraiser and said they would pay for damages like tree removal, crops and so forth. Heid asked if there would be access to the road via driveways at no cost to property owner. Antle said we live and work in the County and when dealing with property owners we really want to have a good working relationship. He said they will make sure contractors have access for mail, ambulances and any other emergency. He said he thinks this is an advantage for having the County doing the project. He said as issues come up we urge and expect you to make calls to let us know if any problems.

Roll asked about topsoil and silt screening for a barrier and erosion control. Antle said they are very sensitive to this issue and have contractors stay within the work area easement. Roll asked about contractors using driveways and ingress/egress. Antle said they won't be using property owners driveways but will have make shift drives. He said they have been down the road before with this issue and again work on having a very good relationship with the property owner. Roll asked if it have been decided on the service area. Antle said they will be using a 15 inch sewer line but the established service area has not been determined by the County Commissioners. Roll pointed out where he lives and asked about getting a stub. Antle said he did not know. Steve Rippel asked if taps were set at installation. Antle

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

April 13, 2009

said if this is the line that holds true each home would be fitted with a Y as a physical access point. A question was asked if residents would be required to tap in. Antle said the Board of County Commissioners does not have a policy. He said there is some language in the ORC that says they may. He said other County entities like the Health Department may have a say if you have any problems with your septic. He suggested if a resident is concerned to talk with the Health Department.

D’Amico asked about severed drain tiles. Antle said our policy is they have to be replaced to the quality or better. He said we would have inspectors on site. Roll questioned if the property owner could see the repair before it is covered up. Antle said we don’t want to cover up any concerns or issues. Antle said we would have an engineer discuss any repairs with you. Steve Rippel asked if any existing drainage issues would be fixed. Antle said our responsibility is not drainage issues. He said when they have completed the project they return the ground back to the same topography and grading. A request was made for a copy of the power point used tonight. Bullard said they could put it on the website. Panzarella said we could also provide a paper copy for anyone that does not have access to a computer.

A question was asked in regards of extending the line or making it available to other areas. Antle said after the development process a recommendation would be made to the County Commissioners. Antle gave example of one developer extending the line so one existing resident could have access. Heid asked how and when property owners would know if they have access to the sanitary sewer. Antle said it would be in the final plans which are public documents. Panzarella said the final plans would be made available to the township. He said we would have a paper copy and make available on the website. D’Amico verified that it did not matter if the sewer went on the north or south side of the road residents on either side would have access. Antle said that is correct. He said we would be using 6 inch laterals under Cheshire Road. Bullard asked if the residents thought the meeting was beneficial. All said yes. Bullard said he thought this made sense to do again in a couple of months. Antle suggested meeting again after they have a base line, and can confirm the plan that would be used. Bullard said they would like to do something similar to what was done tonight. Taylor said he is interested in what the Health Department has to say. Bullard commented they were here tonight and said we can get them back for a follow-up meeting. Antle said they would pass out their cards and contact information and urged residents to call with questions. He said he loves the involvement of the public.

Bullard called for a 5 minute recess. Bullard called the meeting back to order.

RESOLUTION

09-04-11

MOTION TO ADJOURN

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

Meeting adjourned by Chairman Bullard at 9:13 p.m.

Phil Panzarella, trustee

ATTEST:

Ron Bullard, Trustee

Theresa Cannon
Fiscal Officer

Tom D’Amico, Trustee