

BERLIN TOWNSHIP TRUSTEES

7:00 P.M.

REGULAR MEETING

JUNE 8 2009

HELD AT: Berlin Township House, 3271 Cheshire Rd., Delaware, OH 43015

CALL TO ORDER: Ronald Bullard, Chairman.

ROLL CALL: Philip P. Panzarella, Ronald W. Bullard present and Tom D’Amico. In the absence of Fiscal Officer Theresa Cannon, Judy Shumway was named to record the proceedings.

PLEDGE OF ALLEGIANCE: Panzarella led the Pledge of Allegiance.

ATTENDANCE: Joe & Toni Korleski; William Bechstein, Fire Chief and Mary Bechstein; Craig Hall, Assistant Fire Chief; and Lt. Joe Pichert, Berlin Township Fire Department.

PUBLIC COMMENT:

Chairman Bullard referred to rules for public speaking. Bullard then asked if anyone had any public comments. Hearing none, Bullard continued the meeting.

APPROVE MINUTES

**RESOLUTION
09-06-01**

**DISPENSE WITH READING AND APPROVE
MEETING MINUTES FROM MAY 26, 2009**

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

FISCAL OFFICER

BUDGET

Shumway reported the fiscal office received preliminary budget figures from the fire department, zoning department, cemetery department and fiscal office for general fund administrative departments. It was reported that no road department budget was received. It was also reported that no 5 year budget plan was provided by the fire, zoning or road departments.

Shumway said the fiscal officer was reporting the zoning department budget was reporting a deficit balance and that was not acceptable. D’Amico said the budget numbers submitted by the Zoning Inspector Ray Armstrong seemed to be very optimistic and somewhat out of line. D’Amico said he would check with Armstrong on the specific zoning projections that were submitted.

Panzarella said while the fire chief had submitted the budget projections, he (Panzarella) was in disagreement with the numbers. Panzarella said the salary line of \$116,000 for part-time firefighters included a 6% increase and he said, "This should be \$99,337." Panzarella also stated the Machinery & Equipment had been stated at \$60,000 and should be changed to \$32,000 and the Motor Vehicle line was stated as \$210,000 and should be changed to \$140,000. Panzarella said the projected figures were assuming a carryover from 2009 of \$172,007.90 . Panzarella said, "I am considering that the fire department may not receive the amount of funds that the auditor’s office has stated, there might be a loss of revenue." Panzarella said, "The salary items speak to weekend and holiday coverage."

Bullard said, "I guess this should have already been turned in but I have it tonight. There should be \$15,000 in the budget for major repairs to the 1997 dump truck and no changes to the 2009 appropriations." Shumway questioned the use of 2009 appropriations and how carryover balances had been attained as well as what the projected revenues would be. Bullard asked of Shumway, "Do you have any ideas?"

Shumway said, "The budget is not the responsibility of the fiscal officer but the responsibility of the Board of Trustees. This is a process which should have begun in late March when the fiscal officer provided the Board with fiscal information to use when contacting department heads to

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discuss the budget plan. Information should have been gathered by May and been ready for the June meeting so the proposed budget could be on exhibit to the public for two weeks prior to the budget hearing. You don't have anything for the planned budget or for public exhibit which is required by law. The budget hearing will need to be at the July 13th meeting in order for the budget to be timely filed in the county auditor's office."

Panzarella told trustees, "This isn't a new procedure, it is done each year." Panzarella told Bullard, "It is a good idea to sit down with the department head every month when the fiscal officer gives us the financial reports and go over the revenues and expenditures. By going over it line by line you can forecast the revenue and determine future implications i.e., when to purchase items, etc." Panzarella questioned, "How do we get the information to Theresa, when do we get it to her...I'm open for suggestions. I can meet with Theresa anytime."

Bullard said, "I need to meet with Theresa too...certainly meet with her and go over this." Bullard questioned Shumway as to the fiscal officer's schedule. Shumway said she didn't have a schedule for the fiscal officer. Bullard said, "I'll get with Theresa on roads in the next couple days and get the information needed."

**RESOLUTION
09-06-02**

**APPROVE 2010 BUDGET HEARING AND
ADVERTISE FOR MONDAY, JULY 13, 2009 AT 7:15
P.M.**

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

**RESOLUTION
09-06-03**

**APPROVE ONE-YEAR RENEWAL OF BUSINESS
INTERRUPTION INSURANCE-\$1,435.38 WILLIAMS
INSURANCE AGENCY**

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

REIMBURSEMENT-DRESS UNIFORMS PURCHASED BY FIRE CHIEF

Chief Bechstein submitted a request for reimbursement of \$660.27 for fire chief's dress uniforms. Shumway said the reimbursement coupled with an additional invoice for uniform wear for the chief would exceed the total allowable for individual uniform allowance of \$720 per year approved by trustees at the Organizational Meeting. Panzarella said the fire fund had plenty of money in their account to make the payment and he suggested the Board support the request.

Trustees discussed amending the resolution from the Organizational Meeting. Panzarella suggested a "one time" exception to the resolution and pay the exact amount of expense the chief incurred.

**RESOLUTION
09-06-04**

**AS A ONE-TIME EXCEPTION BASIS, AUTHORIZE
PAYMENT OF \$660.27 TO FIRE CHIEF WILLIAM
BECHSTEIN FOR PURCHASE OF DRESS UNIFORM**

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

AMICUS BRIEF FILED-Shumway reported, per Attorney Chris Rinehart, an Amicus Brief had been filed with the Ohio Supreme Court on June 8, 2009 and copies would be sent to trustees.

CEMETERY

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VEHICLE FOR CEMETERY-Panzarella said he wanted to remind trustees of ongoing discussions regarding a support vehicle for the cemetery. He said he'd driven the golf cart and it did have some operative problems. Panzarella said he was interested in knowing what type vehicle was being requested, the weight it could carry, type of fuel it used, whether it needed to be a new or used vehicle, did it need to be a two or four passenger vehicle, etc.

D'Amico said, "The John Deere brand is probably the most expensive but other companies manufactured similar vehicles. It would be a good investment for the township." Bullard said, "A large vehicle operates on diesel. A smaller vehicle is less expensive." D'Amico said he would get with Larry Buell and have more information by the next meeting.

CEMETERY SIGNS-Bullard said, "We're working on the signs. Brodi will be putting them up."

FIRE COMMITTEE-Trustees discussed nominations for a fire committee. Panzarella said, "I have three names; Joe Korleski, Jim Hahn and Joe Holehouse." Bullard said, "I've talked to Dennis Fisher and asked Theresa if Dave (Cannon) would be interested. Dennis said he wanted some time to think about it. D'Amico asked Craig Hall if he would be willing to serve. Hall responded that he would. D'Amico said, "What about Andy?" Chief Bechstein said, "He's no longer a township resident." D'Amico asked, "What about Ken O'Brien?"

Bullard said, "You have a background book Phil? We'll give them a background book. Cathy said she would make copies. We need to give them our objectives. They'll need to form the wording for the ballot determining needs for the township."

Panzarella said, "There are implications about the boat races. The chief received an e-mail that the Buckeye Cup race is delayed until September."

Bullard said, "We approved Resolution 09-05-47 appropriating 240 hours total; 120 hours for July 4th weekend and Labor Day Weekend."

RESOLUTION

09-06-05

RESCIND RESOLUTION 09-05-47

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

RESOLUTION

09-06-06

**APPROVE 120 HOURS-60 HOURS JULY 4 & 5
HOLIDAY COVERAGE AND 60 HOURS SEPTEMBER
5 & 6**

Motion: Bullard
MOTION WITHDRAWN

DISCUSSION-WEEKEND/HOLIDAY COVERAGE-Panzarella said, "The Board should consider moving to weekend and holiday coverage. It's within the budget and additional in 2010. For three part-time people Saturday, Sunday and Holidays, uniforms, and training; the money would be there for these holidays. If we get a program we could have people trained by then and solve the problem year round. We could darn near double coverage by covering weekends. We could have a specific resolution for July 4th and 5th and September 5th and 6th."

Bullard questioned, "Can we do it manpower wise?" Chief Bechstein said, "We'll have to hire at least three more people, maybe more. We have no commitment from the current staff. There may be some interest from the daytime staff, but it takes away from my daytime staff. We'll have to hire and the last time that took six months or more to get everyone up to speed. Even with seasoned veterans, it takes six months to train them on our equipment." Pichert agreed with the chief regarding training time. Bechstein said, "If seasoned, they're already on 24/7. You might get three or four days a month from them."

Panzarella said, "If we make a commitment now we can do it in one step. We move that way and make a commitment."

Bullard said, "We now have a resolution for part-time firefighters from 9:00 a.m. to 5:00 p.m., Monday through Friday. Can we handle it? I can understand it for a couple of weekends. The Chief is not confident we can do it with the present staff."

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Panzarella questioned, "Do we have a commitment for July 4th & 5th and September 5th & 6th?" Pichert said he was in charge of scheduling the part-time staffing and he would have a better idea after the next scheduling June 19th. Assistant Chief Hall, "In the past holidays have been covered by our people. I might caution you with what you're doing. It appears you're trying to dispose of the people who started this program." Bechstein said, "We give first priority to the volunteers."

Panzarella said, "In the three-person category we have money for a lieutenant and part-time folks. I hope we get more experienced people. If you need more lieutenants...you got one sitting next to you...\$12.34 officers. Weekend team consists of one officer and two firefighters. I appreciate your sharing but I've not envisioned to keep people here from weekends."

Panzarella questioned, "How do we cover these holidays and how do we do weekends?" Bullard said, "What I'm thinking..." Chief Bechstein requested the chairman to call a five-minute recess.

**RESOLUTION
09-06-07**

**AT THE REQUEST OF THE FIRE CHIEF APPROVE A
FIVE-MINUTE RECESS-8:15 P.M.**

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

**RESOLUTION
09-06-08**

RECONVENE MEETING-8:26 P.M.

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

Chief Bechstein said, "Under the present staff situation, if the Board agreed to have weekend coverage, I can't guarantee it at this time. I may be able to get people to work more, I would give it my best effort. There is a need to hire additional staff, three or six and it takes time to orient them. If approved tonight we can attempt to fill weekends at this time." Panzarella said, "I understand the point you've made. What was in the paper, I hear what you're saying that in the interim you're going to have to do what you've been doing in the past. It could be more than three people. With the data presented it takes coverage from 33% to 61% covered. That improves the situation we have." Chief Bechstein said, "I can support the attempt...we can fill those positions...but other weekends, I don't know."

Bullard said, "I'm not comfortable saying this, I want the chief to say we're ready to move forward." Panzarella said, "I think I heard this, six months ago."

Assistant Chief Hall said, "I want to apologize to Mr. Panzarella. I misunderstood his intent."

Chief Bechstein said, "We have a set of standards for staff already. Demanding standards will cause loss of personnel. Making it available is the way to go."

Panzarella said, "Give the old guys preferential treatment. Your paper has encouragement incentives."

Bullard said there needed to be resolution to cover July 4th & 5th and September 5th and 6th. Panzarella said, "I'm uncomfortable. It's fine to talk specific weekends but we should authorize the fire department to cover all weekends. I want a second resolution to advertise for hires. This is a three-step process; near term, six months and future."

**RESOLUTION
09-06-09**

**APPROVE FIRE DEPARTMENT STAFFING-60
HOURS EACH FOR WEEKEND STAFFING JULY 4TH &
5TH AND SEPTEMBER 5TH & 6TH**

Motion: Bullard
Second: D'Amico

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

**RESOLUTION
09-06-10**

AUTHORIZE FIRE DEPARTMENT TO COVER ALL WEEKENDS AND HOLIDAYS WITH THREE TRAINED FIREFIGHTERS EFFECTIVE JANUARY 1, 2010

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

**RESOLUTION
09-06-11**

AUTHORIZE EMPLOYMENT ADVERTISEMENT FOR THREE TRAINED FIREFIGHTERS LIVING WITHIN FIVE MILES OF THE BERLIN TOWNSHIP FIRE STATION AT THE CORNER OF LACKEY-OLD STATE AND CHESHIRE ROADS TO RUN TWO TIMES IN DELAWARE GAZETTE AND ONE TIME IN THE SUNBURY NEWS WITH APPLICATIONS DUE TO THE FISCAL OFFICER BY DEADLINE OF JULY 10, 2009

Motion: Panzarella
Second: Bullard

Discussion: Pichert stated he didn't think the advertisement should limit applications to three but should rather state part-time firefighters.

MOTION WITHDRAWN

D'Amico questioned why Panzarella limited applicants to living within five miles of the fire station. Panzarella said, "There are four townships within five miles of the fire station. It's to encourage people to get there quick." Pichert said, "I don't think you should restrict where anyone lives. Those limits would be decided after knowing the pool you have to choose from." Panzarella said, "It responds to my observation of response times."

**RESOLUTION
09-06-12**

AUTHORIZE AN ADVERTISEMENT TO RUN TWICE IN THE DELAWARE GAZETTE AND ONCE THE SUNBURY NEWS FOR FIREFIGHTERS WITH PERSONNEL TO BE FULLY LICENSED WHO MUST RESIDE WITHIN FIVE MILES OF THE BERLIN TOWNSHIP FIRE STATION AT LACKEY-SOUTH OLD STATE ROADS WITH APPLICATIONS DUE TO THE FISCAL OFFICER BY JULY 10, 2009

Motion: Panzarella
Second: Bullard

DISCUSSION: Panzarella stated, "If we don't get enough applications, we will advertise again. My reason for sending the ad to the Sunbury News is that people are within five miles of the station. I believe we have seven applications in the fiscal office that meet the criteria. These applications were the result of a previous part-time firefighter ad"

DISCUSSION-TRASH DEPOSITED IN FIRE DEPARTMENT DUMPSTER-Bullard said, "I have a late item and he reported there had been occasions when persons were dumping trash in the fire department's dumpster." He said, "We can lock the dumpster, publicize it and put a sign up."

ROAD

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something to do with green." Shumway said it was the Green River Ordinance and to her knowledge the township had never adopted it.

APRON/SHOULDER OF RECYCLE BIN PAD-Bullard said he would check to see if a full in-depth repair could be done. Panzarella said the area might be stabilized with rocks. Panzarella said damage is being done by vehicles cutting the corner too short. Bullard said he would get a quote for it.

TOWNSHIP IDENTIFICATION CARDS-Panzarella said he would have an update at a later time.

US 36/SR 37 ROUNDTABLE FORUM-Panzarella said a roundtable forum was scheduled for June 24th at 9:00 a.m that would include the city and ODOT. Panzarella asked if anyone was going. D'Amico was asked if he could attend and he said he would have to check then later said he couldn't go. Panzarella said, "It makes sense of the roads guy to go. Ron, if you can't go let me know."

GARDEN PLOTS-Panzarella said he answered with an e-mail with the number of problems with the site. He said he identified the problems and encouraged her to talk to trustees.

HEATING/COOLING SYSTEM IN TOWNSHIP OFFICES-Bullard assigned D'Amico to respond to heating/cooling system problems. Bullard said the duct work was fiberglass with no dampers. He said he talked to the vendor (unnamed).

RECYCLE BIN-Bullard reported, "The recycle bin was changed today and is being changed twice a week and the site was working. I was there at 10:30 p.m. last night and there were people who got all their items inside the bin."

NEWSLETTER-D'Amico said he and Cathy were working on the newsletter. He said he wanted it ready for approval at the next meeting.

RESOLUTION

09-06-15

AUTHORIZE CATHY RIPPEL TO ATTEND PUBLISHER II CLASS SPONSORED BY THE DELAWARE AREA CAREER CENTER AT COST OF \$189.00

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

FUTURE MEETINGS

9-1-1 TECHNICAL MEETING-JUNE 9, 2009-Panzarella to attend.

9-1-1 MEETING-JUNE 16, 2009-Panzarella to attend.

TOWNSHIP EMPLOYEE RECOGNITION DINNER-JUNE 18, 2009

SIREN MEETING-JUNE 9, 2009 at FIRE STATION-Panzarella to attend. Panzarella commented, "People in other townships are concerned with the cost. My main concern is 'will it make it to the ballot in November?'"

TRUSTEE MEETINGS-2nd MONDAY ONLY IN JULY AND AUGUST

LATE ITEMS

SALT BIDS-Bullard reported the county had not yet asked the county commissioners to approve the salt contract with ODOT.

ADJOURN

There being no further business, Panzarella moved to adjourn. Second by Bullard.

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

Meeting adjourned at 9:25 P.M.

SEE NEXT PAGE FOR SIGNATURES

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SIGNATURES

Ronald W. Bullard, Trustee

Thomas A. D'Amico, Trustee

Judy K. Shumway,
Assistant to Fiscal Officer

Philip P. Panzarella, Trustee