

**BERLIN TOWNSHIP TRUSTEES**

**7:00 P.M.**

**REGULAR**

**OCTOBER 25**

**10**

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

**CALL TO ORDER:** Thomas A. D’Amico, Chairman.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Wade Lucas.

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

**ATTENDANCE:** Joe Korleski; and Wade Lucas, Olentangy Local Schools.

**PUBLIC COMMENT:**

Wade Lucas, superintendent of Olentangy Local Schools supplied the Board with a copy of the school’s 2009-2010 School Year Report Card including a district profile report and similar district comparisons. Lucas said the district’s performance index was 105.8% indicating the district was doing very well. He said per pupil expense was \$9,460 per year. Lucas said it should be noted that data provided is usually twelve (12) to eighteen (18) months behind.

Bullard said, “A couple of us on this board are engineers. I want to comment on the agriculture percentage. I challenge the figure. This causes me to question a bunch of other numbers.”

Panzarella said, “I appreciate you sharing the statistics. A good metric would be the amount of scholarship money that graduating students get. Twelve grades, twelve years speaks about \$100,000tax money. It would be nice to have data prepared with the percent of graduates and the amount of scholarships received. It would be a good selling point, an equation showing a rate of return on the investment. That would be a good measure. Every parent would watch every student to keep their kid in the top 25% of the class.”

Bullard said, “I always go over the grandkids’ report card and this is a very good report card.”

**7:15 P.M.-RECORDS COMMISSION MEETING**

D’Amico stated the Records Commission consisted of the trustee chairman and the fiscal officer. D’Amico asked for an updated records report. Shumway said the township’s storage facility was not at capacity and there would be no need to remove or dispose of any records at this time. Shumway reminded that when removing records for disposal, the township’s record retention manual would be strictly followed with all proper notifications being made prior to disposal action.

Panzarella said, “We talked at one time of, for security purposed, the copying of records in the storage room. I want it as an agenda item next meeting. It’s not that expensive.”

**RECORDS COMMISSION MEETING CONCLUDED AT 7:22 P.M.**

**RESOLUTION**

**10-10-19**

**APPROVE RECOMMENDATION-NO NEED FOR RECORDS DISPOSAL**

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

**BERLIN TOWNSHIP TRUSTEES**

**7:00 P.M.**

**REGULAR**

**OCTOBER 25**

**10**

**RESOLUTION  
10-10-20**

**DISPENSE WITH READING, AND APPROVE  
MINUTES OF REGULAR TRUSTEE MEETING  
OCTOBER 12, 2010**

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

**FISCAL OFFICER**

**USE OF TOWNSHIP MEETING ROOM BY DAISY GIRL SCOUT TROOP**-A request for use of the meeting room by a local Daisy Girl Scout Troop was presented and discussed. Dates requested for use were Sundays 11/14/2010, 1/9/2011, 3/6/2011, 4/3/2011 and 5/15/2011.

D'Amico said, "In the past we've let Boy Scouts use the room if it wasn't being used by anyone. I'm OK with no charge."

Bullard said, "Anything we can do to have kids have good activities. I'm concerned about the cleanliness of the room. There should be a deposit." D'Amico questioned, "A one time deposit?" Bullard said, "Yes, usually \$50 then at the end we could refund the total." Shumway reported the accounting system would not be able to refund a receipt from 2010 in the 2011 year. Panzarella suggested a meeting by meeting deposit. He said this would provide feedback to the kids and provide a lesson about responsibility.

**RESOLUTION  
10-10-21**

**APPROVE THE FOLLOWING DATES FOR DAISY  
GIRL SCOUTS USE OF MEETING ROOM  
APPLYING ALL RENTAL PROCEDURES -  
EXCEPTION: FULL REFUND OF RENT  
DEPOSIT IF ROOM BACK IN CLEAN ORDER**

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

**RESOLUTION  
10-10-22**

**APPROVE \$25.00 FOR CONSORTIUM FEE-  
DEPARTMENT OF TRANSPORTATION (DOT)  
TESTING-WORK HEALTH**

Motion: Panzarella  
Second: Bullard

Bullard said, "We should add part-time snow plow drivers later."

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

**OCTOBER 11, 2010 ACCIDENT-NO REPORT MADE AVAILABLE**-Bullard said he stopped at the highway patrol office and was told a report would be provided about two (2) weeks after the accident. He said it would be at no cost to the township.

Panzarella commented on incident reporting procedures. Bullard said, "It's only by word of mouth. We've not given it to anybody." Panzarella said, "I suggest that by the next meeting we have the responsible trustees for various departments have discussed this with reporting departments." Bullard said, "I received a verbal from the road department and I wrote an e-mail the day after." Panzarella said, "The Employee Handbook we're working on, that should be covered in the handbook and signed by employees and

**BERLIN TOWNSHIP TRUSTEES**

**7:00 P.M.**

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**10**

certified. At the last meeting we said all trustees should certify they've read the insurance policy and certify that too at the next meeting."

**CEMETERY**

**CEMETERY CLEANUP DAY NOVEMBER 1, 2010**-Shumway said notice had been given the cemetery cleanup day would be November 1, 2010. She said two (2) complaints were received the week of October 18<sup>th</sup>; one regarding flower containers removed from several cemetery lots; and another regarding a wreath removed from a grave less than two (2) weeks old. Panzarella asked, "Who removed the stuff?" Bullard said, "I don't know, I'll ask them." D'Amico said, "It might be vandals." Bullard said he had asked the sheriff to patrol the cemetery after recently observing two (2) vehicles parked in the cemetery. He said, "I'm a little concerned about what's gong on back there."

**FIRE DEPARTMENT**

**RESOLUTION**

**10-10-23**

**APPROVE \$1606.20 FOR TWO (2) LEAK DETECTORS, MSA MULTI-FUNCTION DETECTOR AND CALIBRATION GAS-IE MONITORING INSTRUMENTS**

Motion: Panzarella  
Second: Bullard

Bullard asked, "The assistant chief has said these replace old, non-repairable outdated detectors. Are these on the inventory?" Panzarella said, "I will check."

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

**RESOLUTION**

**10-10-24**

**APPROVE \$2,504.40 FOR TURNOUT GEAR- ONE (10 ASSAULT PANT; ONE (1) CAIRNS HELMET; ONE (1) THOROGOOD LEATHER BOOTS; SIX (6) PR. FIRE GLOVES; SIX (6) NOMEX HOODS; AND THREE (3) PELICAN FLASHLIGHTS-FIRE SAFETY SERVICES**

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

**DISCUSSION-FIRE DEPARTMENT-PART-TIME INCENTIVE PAY PROGRAM-** Panzarella said, "The part-time firefighter pay incentive, we should get on with it. It's late in the year and we should move it to next year to alleviate accounting problems. This was brought up by the fire committee."

**RESOLUTION**

**10-10-25**

**ESTABLISH PART-TIME INCENTIVE PAY PROGRAM FOR FIRE DEPARTMENT EFFECTIVE 2011 AS FOLLOWS: YEARLY BONUS FOR PART-TIME FIREFIGHTERS**

<b>TOTAL HOURS</b>	<b>AMOUNT</b>
<b>150-299</b>	<b>\$ 200</b>
<b>300-499</b>	<b>\$ 400</b>
<b>500-699</b>	<b>\$ 600</b>

**BERLIN TOWNSHIP TRUSTEES**

**7:00 P.M.**

**REGULAR**

**OCTOBER 25**

**10**

<b>700-899</b>	<b>\$ 800</b>
<b>900-1099</b>	<b>\$1,000</b>
<b>1100-1499</b>	<b>\$1,200</b>

Motion: Panzarella  
Second: Bullard

Bullard said, "At this point we've got some numbers and I look upon them as a raise for firefighters. Incentives for people, if you show up we give you a raise. This is just a pay raise. I don't see incentive."

Korleski said, "Nobody does anything for free. Establish a comp for loyal people who show up."

Panzarella said, "I disagree with Mr. Bullard's observation, it's not a pay raise. One, the rate of pay per hour is not increased; two, the intent is to get people to sign up for hours scheduled for the fire department daytime, Saturdays, Sundays, Holidays and off duty hours for mutual aid; and three, the form for proposal is not for each hour. It's a linear curve at the end drops off. It's incentive, not increase in pay. It's sot he chief can fill rosters. The fire committee got information from Concord Township where it's successful and they've seen positive results; four, it should be evaluated at the end-of-the-year for positive gain, if none, get rid of it or continue. It's difficult to retroactively apply."

Korleski said, "It's a good idea to give incentives to show up. You gotta give somebody somethin'. Don't show up, don't get nothin'. I disagree, it is not a pay raise, you get paid for working."

D'Amico said, "If you have to show up to get paid, show up more, you get paid more. Add 100 to each it equals \$1.00 per hr. If it works, fine."

Korleski said, "The fire committee suggested it. The Board can say yea or naye. Undoubtedly, somebody will try to abuse it."

D'Amico said, "Whether it's viewed as a raise or bonus, review it at the end-of-the-year. I don't think it will cause negative reaction. It's worth a shot."

Bullard said, "I look at it as a \$1.00 increase in pay for showing up for work. Are we getting call in at 2:00 a.m.?" D'Amico said, "Bonus affects any hours, not just those."

Korleski said, "The chief had to monitor it."

Panzarella said, "It's not linear to the end. The last 399 hrs. are significantly different. There's no increase in pay until you show up. There are limitations to daytime staffing and the chief needs to steer them to areas needed. Regarding 2:00 a.m., we have statistics on that. This show taxpayers we're trying everything we can to staff with everything we can."

Korleski said, "The intent is to report and get paid. The chief has authority as to who reports and what time. People on the fire committee think it's a good idea."

Bullard said, "I agree with the numbers. I question when it will be paid, the time reporting requirements and establishing the procedures."

Panzarella said, "Once the shape of the program is established, the chief sets the implementation plan."

Bullard said, "We have to be careful about paperwork at the end-of-the-year. I support the numbers and the incentive program. I want the rest of the things put behind it. I support the fire committee."

Panzarella said, "This is the shape of the program. The only thing I would say is the Board shape and have an additional motion to have the chief do the implementation plan."

**BERLIN TOWNSHIP TRUSTEES**

**7:00 P.M.**

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**OCTOBER 25**

**10**

D'Amico said, "I'm not exactly satisfied with that." Bullard said, "Shape of the program, I'm OK with that. This is not the implementation plan." Panzarella said, "Have the chief do that and the Board can OK it to go forward or not go forward with the thing."

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

**RESOLUTION**

**10-10-26**

**APPROVE FIRE CHIEF TO ESTABLISH IMPLEMENTATION PLAN FOR INCENTIVE PAY PLAN INCLUDING BOARD ISSUES WITH THE FISCAL OFFICER AND CHIEF OR HIS DESIGNEE TO BRIEF TRUSTEE BOARD AT THE TRUSTEE MEETING NOVEMBER 8, 2010**

Motion: Panzarella

Second: Bullard

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

**FIREFIGHTER RESIGNATION LETTER**-Panzarella read the resignation letter of Matthew Carey. Panzarella said, "The fiscal officer has been notified of the resignation of Matt Carey. He is taking apposition in southern Ohio. This proves we have a good department; people are hiring our people full-time. I think part-time going to full-time speaks well for our fire department." Panzarella said, "The chief wants the Board to address a replacement person."

**RESOLUTION**

**10-10-27**

**ACCEPT RESIGNATION OF FIREFIGHTER MATTHEW CAREY EFFECTIVE OCTOBER 25, 2010**

Motion: Panzarella

Second: Bullard

Panzarella said, "I wish him well in his new job and thank him for serving in our department"

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

**RESOLUTION**

**10-10-28**

**AUTHORIZE FIRE CHIEF TO ENTER INTO PROCESS TO REPLACE FIREFIGHTER FROM EXISTING APPLICATIONS AND ADVISE BOARD BY NEXT MEETING NOVEMBER 8, 2010**

Motion: Panzarella

Second: Bullard

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

**DISCUSSION-PARKING BLOCKS**-Bullard said, "I went to Oberfield's and have a sheet with prices. I counted the parking spaces and there were thirteen (13) before striping."

**RESOLUTION**

**10-10-29**

**APPROVE \$564.25 FOR THIRTEEN (13) PARKING BLOCKS @ 2708 LACKEY-OLD STATE ROAD-OBERFIELD'S, INC.**

Motion: Panzarella

Second: Bullard

**BERLIN TOWNSHIP TRUSTEES**

**7:00 P.M.**

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**OCTOBER 25**

**10**

Bullard said, "Brodi will pick them up. There will be rebar driven in them. These are small ones and won't damage cars."

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

**DISCUSSION-TRANSPONDERS FOR FIRETRUCKS**-Panzarella said transponders (devices to change traffic lights) would cost about \$4,000.00 per truck (actually \$3,782 per truck). Bullard asked, "Do we need them with mutual aid with other townships?" Panzarella said, "Orange and Liberty are getting a whole bunch. There is one at the 36/37 split in Delaware." Bullard said, "The light at Shanahan Road is half in Berlin and half in Orange." Panzarella said, "I suggest having the chief come to brief us as to how many lights are in the area, like plugs on the map." Bullard said, "There's a light at Greif Bros." Panzarella said, "We're just trying to improve."

**ROAD DEPARTMENT**

**EMPLOYMENT APPLICATIONS-SNOW PLOW DRIVER**-Bullard said, "I have seen one application. That's all we have at this point." Panzarella said, "Make sure whoever we get satisfies the requirements. I don't know if we hire tonight." Bullard said, "We should interview. Hopefully we get a couple more applications." Panzarella said, "We talked at the last meeting about needing two (2) or three (3)." Bullard said, "We got one application. We need to beat the bushes." Panzarella questioned extending the application period. He said, "We have to take action if we extend this." D'Amico said, "We first talked about snow drivers." Bullard said, "That's the ad. We should keep the notice open and still accept applications. We can have Brodi interview." Trustees were reminded of strict HIPPA regulations and processes. D'Amico suggested Bullard call the applicant. D'Amico said, "Some people are cut out for road maintenance and some to plow snow. Ron, you get the intent and have at the next meeting." Panzarella said, "Make sure he knows the rate of pay. If hired not plowing snow, know the rate of pay." Panzarella said, "There are explicit rates of pay." D'Amico said, "Make sure the ad says part-time snow plow driver."

**RESOLUTION**

**10-10-30**

**AUTHORIZE EXTENSION OF TIME TO FILE APPLICATION FOR PART-TIME ROAD MAINTENANCE/SNOW PLOW DRIVER POSITION**

Motion: Bullard

**MOTION WITHDRAWN by BULLARD.**

**RESOLUTION**

**10-10-31**

**AUTHORIZE ADVERTISEMENT FOR SNOW PLOW DRIVERS @ \$18.50 PER HOUR- DEADLINE NOVEMBER 8, 2010**

Motion: Bullard  
Second: Panzarella

**DISCUSSION:** Panzarella questioned if it was wise to have a period longer than November 8<sup>th</sup>. Bullard said, "If there are no applications, we know where we're at." Panzarella questioned if there should be consideration in the ad to publishing the approved rate. D'Amico said, "I think we should." Bullard said, "Just write an ad." Panzarella asked, "What if we don't get enough?" Bullard said, "At the next meeting we'll figure it out."

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

## BERLIN TOWNSHIP TRUSTEES

7:00 P.M.

REGULAR

OCTOBER 25

10

**SALT PURCHASE**-Bullard asked Shumway how much money was available for salt purchases. She responded there was \$5,141.11 left on the purchase order. Bullard said, "We have the ability to purchase \$5,141.11 worth of salt." He said, "We can go ahead and order it."

**VARIOUS WORK PROJECTS AT 2708 LACKEY-OLD STATE ROAD**-Bullard reported paving repairs in the parking lot had been finished and there was a need to get parking blocks installed. He said the seal coat on the parking lot had not been completed. He reported the aggregate area improvement was complete.

Panzarella asked if there were any complaints regarding the recycle area being taped off and inaccessible. Bullard said, "When the recycle bin is changed by DKMM it will be set back on the blacktop."

**S. 3 B's & K ROAD CULVERT/DRAINAGE PROJECT**-Bullard said he'd spoken to Rodger Glenn about getting the project finished before winter. Panzarella asked, "How about 3600 3 B's & K? We discussed the ditch problem north of 3600 at the last meeting. It was said that it was to be a minor repair and I haven't seen anything." Bullard said, "I'll try to get a quote and if it doesn't exceed \$750.00 we'll get it done." Panzarella asked, "If there's a slight deviation, will there be a problem with that?"

**TRACTOR TIRES**-Bullard reported the tractor would be getting tires in the next few weeks.

**SMALL INTERNATIONAL TRUCK BRAKES**-Bullard said brakes on the small International truck were being repaired.

**LARGE INTERNATIONAL TRUCK BED**-Bullard said the large International truck was at Dexter Company getting the new bed installed. He said it should be ready for snow season.

### TRUSTEES

**OPEN HOUSE STATUS**-Panzarella said, "Everything is going OK. We have more requests for tables. I've got an e-mail on that, the use of 6 ft. tables. That's all I have. Lt. Arnold talked to Cathy. They used all the tables (10) down there last year and this year they need seventeen (17) tables. I asked some questions." D'Amico said, "We need tables at the hot dog area." Panzarella said he would tell Lt. Arnold. Use of tables and chairs was verbally approved by trustees.

Bullard said, "The large International, Small Ford and Gator would be on display. There will be no tractors. Kids are always climbing, usually without a lot of supervision. Jerry Stein will be there." Panzarella asked, "Brodi is not available?" Bullard said, "Brodi is on vacation Friday and Monday."

**OTA MEETING IN BERLIN TOWNSHIP**-Panzarella said Roger VanSickle had called the Ohio Township Association regarding having a meeting in Delaware County at Berlin Township. Panzarella said the meeting could be held either in the meeting room or at the fire station. He said, "The chief will make the fire station available. We can have tours and show other townships what we did. The meeting would be November 18<sup>th</sup> from 6:30 p.m. to about 9:00 p.m. We would specifically not disturb EMS crews. I know enough to show them around. Meeting location approved verbally by trustees.

**EMPLOYEE HANDBOOK UPDATE**-D'Amico said, "I put together each page with comments. I'd like each Board member to take 3-5 days and put their notes on the pages with a sticky note. There is nothing regarding the zoning secretary. I think if we get this done we'll have a huge headache off our year. I'd like to implement it by the second meeting in November." Panzarella asked D'Amico if he (D'Amico) had his copy. D'Amico said, "I only marked one copy. Our next meeting is November 8<sup>th</sup> and I'd like to have the copy back to me by November 4<sup>th</sup>." Panzarella said, "I can take it first and get it to Ron by October 31<sup>st</sup>." D'Amico asked if the township had an electronic copy." Shumway said the electronic copy had been given to the attorney. Panzarella said, "Get

**BERLIN TOWNSHIP TRUSTEES**

**7:00 P.M.**

**REGULAR**

**OCTOBER 25**

**10**

with Attorney Leidinger. We need to make sure it's in Word format and that the fiscal officer gets a copy." Bullard said, "We need to send revisions to him for recommendations." Panzarella said he didn't think the attorney could get it back by November 8<sup>th</sup>. Panzarella said, "We'll have it to you November 5<sup>th</sup>. I'll have it to Ron by October 28<sup>th</sup>." Bullard said, "I'll give it to Tom at the Open House." D'Amico said, "We can make a motion on November 22<sup>nd</sup> to get it approved." Panzarella asked, "Does the fiscal officer have comments? One (1), we need in Word format and two (2), a copy needs to go to the fiscal officer. I expect comments from trustees would be to Leidinger by November 4<sup>th</sup>. I take two (2) days, Ron, three (3) days and Tom four (4) days. It's important to get this done by the 8<sup>th</sup>." Bullard asked D'Amico, "What do you want us to do with it?" D'Amico said, "I agree or disagree." Panzarella said, "We should have him (Leidinger) the 8<sup>th</sup>." D'Amico said, "No, he might have questions. Then he has to have a clear understanding of the final draft and have it back by the 15<sup>th</sup>." Panzarella to report to the chairman.

**FILL VACANCY-FISCAL OFFICER**-Panzarella stated he had talked with the prosecutor. D'Amico said, "We can't appoint until position is vacant, but we must appoint within 30 days." Panzarella said, "We have to get practical. The fiscal officer is gone November 30<sup>th</sup>. We gotta get pay out and bills paid. What's the plan? We can't appoint before November 30<sup>th</sup>. I don't know." D'Amico said, "I called and the state has a visiting clerk program. I left a message and gave my number." Panzarella said, "It's our responsibility. We better come up with a plan." Bullard said, "December is closing month and January is opening month." Panzarella said, "Ya gotta be eighteen (18) years old and a registered voter. I don't know what we can do." D'Amico asked Shumway, "How do other townships replace successfully?" Shumway said she had not been involved with other townships' procedures. Bullard asked, "Do we need to do this in executive session?" Trustees were advised that public officials can not be discussed in executive session.

Panzarella said, "I got on the internet and looked for roles and duties. It says roughly what duties are but I don't know if we can put it in an ad. Ohio Revised Code 507 (6 pages) defines it but doesn't give what idea of the job research-roles and duties of fiscal officer. I suggest we check this out with the prosecutor and we can use his research." Bullard said, "I think we should advertise and refer to the Ohio Revised Code. You can pick up an application at the Board of Elections and get signatures. There's no qualifications." Panzarella said, "I suggest Mr. D'Amico contact Chris Betts, assistant prosecutor, he said he'd walk us through it step by step. We should advertise for the position and only use what Chris Betts says." Bullard said, "For someone to run for office there isn't any qualifications."

**RESOLUTION  
10-10-32**

**AUTHORIZE D'AMICO TO CONTACT AND UTILIZE THE PROSECUTOR TO WRITE AD, ADVERTISE IN THE DELAWARE GAZETTE AND ON THE WEBSITE AS SOON AS POSSIBLE, IF APPROPRIATE, FOR FISCAL OFFICER VACANCY**

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

**GUTTER REPLACEMENT-TWO (2) QUOTES**-D'Amico said, "We have two (2) quotes for gutter replacement. Thank you Phil."

<b>QUOTES</b>	Home Wizards, Inc.	\$2,586.00
	Feazel Roofing	\$2,252.00

**RESOLUTION  
10-10-33**

**AUTHORIZE \$2,500.00 FOR GUTTER REPLACEMENT @ 3271 CHESHIRE ROAD PER QUOTE-FEAZEL ROOFING**

## BERLIN TOWNSHIP TRUSTEES

7:00 P.M.

REGULAR

OCTOBER 25

10

Motion: D'Amico  
Second: Bullard

**DISCUSSION**-Bullard asked, "Are they insured and that sort of thing?" Panzarella said, Home Wizard provided that. This guy is fully insured and certified and they're \$300.00 apart." D'Amico said, "The warranty is better on one." Panzarella said, "The Wizard guy is a resident of the township. I made my comment about people in this township." D'Amico said, "Do we notify and the one who didn't get it?" Panzarella said, "I'd think there would be a courtesy."

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

**BIG WALNUT WATERSHED**-Bullard said MORPC had designated two (2) groups to be in the watershed; partners with Olentangy and Big Walnut. He said signups were needed to be part of the group which would put together a set of standards and control development. He made reference to a news article. He said it would be about the use of stream areas. There would be no build areas. The claim is that it is a non-binding agreement. He said, "Most governments are signing on to it." Panzarella asked, "Do we have to sign up and pass it before we know what we're doing? I'd like a legal review to know what's going on." Bullard said, "We were not asked to sign on with Olentangy even though 1/3 of the township is in the Olentangy watershed." Panzarella said, "I want to know what's binding and what the implications are? We need a future meeting, well advertised, so we get input. Subdivisions are not affected, they're already 80 ft from the stream." D'Amico said, "It affects future development." Bullard said, "We should speak with the prosecutor."

**DKMM WASTE MANAGEMENT**-Bullard reported that DKMM had met at Berlin Township. He said handouts were provided which trustees had (no information or handouts provided to the fiscal officer). He said sustainability of the recycle program was discussed and statistics were provided. He also said, "In the long run there will be curbside recycling." Curbside recycling costs were provided along with the facts seniors had special prices, various locations dictated various costs, etc. Bullard said jurisdictions would work towards curbside pickup and one trash hauler.

Panzarella asked how other township got one hauler. Bullard referred to a county contract in Warren County which made curbside recycling mandatory. Bullard said, "I like countywide. Our bins cost \$170.00. When full, DKMM gets \$15.00 for each bin pulling 1 1/2 tons each time." D'Amico asked if it was paper only. Bullard responded, "It's all recycle; tin cans, plastic, paper, etc. Bullard referred to a couple different approaches to recycling. He said different vendors, vendors putting all recyclables in one truck for sorting, those using compactors at a designated facility which would require an onsite compactor operator. Bullard said, "Recycle programs are very popular with residents, schools, etc. We're exceeding minimum standards per state standards." Bullard said he had spoken with Delaware County Township Association president Roger VanSickle who indicated recycling could be a future topic for the county association meeting. D'Amico asked if DKMM was looking at vacating the Berlin site. Bullard said, "They're trying to get something sustainable. DKMM takes a small amount of tip fees to fund the recycle program." Panzarella said, "I appreciate the effort you've done. It seems like a countywide effort makes sense." Bullard said, "The Meadows at Cheshire worked with vendors to get recycling at a lesser cost. When you look at a single vendor it can save."

**EMS COUNTYWIDE STRATEGIC PLAN MEETING**-Panzarella said, "There are several individual entities in the county, Genoa, Orange and Liberty, that believe it's in their best interests to take care of EMS themselves. The chief's are invited. The question is how to pay for this." Panzarella explained that if Berlin went in based on a percent of sales tax generated by the entity, it's rumored by the chief that we'd get \$406,000. That's now where near what the costs are. There are lots of questions. I'm happy with the county now. Anyone can go to this meeting. The chief would like a trustee to go. I want to find out lots more." Bullard said, "Sales tax wise, our township can't generate much with no big businesses."

**BERLIN TOWNSHIP TRUSTEES**

**7:00 P.M.**

**REGULAR**

**OCTOBER 25**

**10**

D’Amico asked if Panzarella was available to attend the meeting. Panzarella said, “I agreed with the chief.” Bullard said, “You’re logical. You’ve dealt with 9-1-1.

**RESOLUTION**

**10-10-34**

**APPROVE ATTENDANCE BY PANZARELLA AT EMS MEETING OCTOBER 27, 2010 IN ORANGE TOWNSHIP AND ANY OTHER RELATED MEETINGS**

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

**NEIGHBORHOOD DESIGN CENTER-**D’Amico said an e-mail had been received from Ray Armstrong. Panzarella said, “I’m vaguely familiar with it. I thought required action items. Who pays what? RPC has access to design money. I thought Sedlacek was checking at RPC and what are they expecting from us? Is the Board to ask RPC, the zoning chairman to ask RPC or what?” D’Amico said, “Will the Board authorize the Neighborhood Design Center if the is no cost to the township?” Bullard said, “Authorize Sedlacek to talk to RPC.” D’Amico said, “I’ll talk to Ray or Rick tomorrow.” Bullard said, “Involve the zoning commission.”

**RESOLUTION**

**10-10-35**

**RECESS TO EXECUTIVE SESSION FOR CONSIDERATION OF APPOINTMENT, EMPLOYMENT, DISMISSAL, DISCIPLINE, PROMOTION, DEMOTION, COMPENSATION OF A PUBLIC EMPLOYEE–THREE TRUSTEES AND FISCAL OFFICER ASSISTANT TO ATTEND-9:52 P.M.**

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

**RESOLUTION**

**10-10-36**

**RECONVENE TO REGULAR SESSION-10:39 P.M.**

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

D’Amico reported no action was taken and no decision made.

**FUTURE MEETINGS**

**DKMM-**Bullard reported a DKMM meeting in Mt. Gilead on October 26<sup>th</sup>.

**DELAWARE COUNTY OFFICIALS ACTING TOGETHER COOPERATIVE AGREEMENT-**

Bullard reported receiving an e-mail requesting officials to adopt a resolution for a cooperative agreement. Bullard said the township needed to decide whether to participate or not. He said there would be dues to be paid. Panzarella questioned whether everyone could agree on the bylaws. Bullard asked, “If it’s legal, do we want to do it?” Panzarella said, “If it’s legal I wouldn’t mind doing it.” Bullard said, “I’ll ask Chris Betts (assistant prosecutor).”

**BIG WALNUT WATERSHED MEETING-**Bullard said there was a meeting planned for the 27<sup>th</sup> or 28<sup>th</sup>. Bullard said he could attend and suggested the group attend a future trustee meeting.

**BERLIN TOWNSHIP TRUSTEES**

**7:00 P.M.**

**REGULAR**

**OCTOBER 25**

**10**

**ROAD MEETING-**Bullard said, "It's up to you two." D'Amico questioned, "The 6<sup>th</sup> or 13<sup>th</sup>?" Panzarella asked, "Can Theresa designate someone to take minutes?" D'Amico asked, "Is the 13<sup>th</sup> OK?" Panzarella indicated he could be available. Bullard said, "You can send her an e-mail." D'Amico asked, "What about Lisa Knapp?" Panzarella said, "We have to take a county vehicle." D'Amico said, "I'll check with Theresa to get a note taker."

**LATE ITEMS**

**PRESCRIPTION CARDS-**Panzarella reported free prescription cards had been made available for Delaware County residents which offered up to a 70% discount when used as a primary or secondary card. He said the cards were provided by the county. Bullard suggested, "With a hot dog we can give a card." Panzarella said, "There is no guarantee it's a resident." Bullard said, "The Health Department has a table at the Open House." Panzarella said, "Sometimes the pharmacist gives you a better deal."

**PLUMBING REPAIR-**D'Amico asked Bullard to have maintenance personnel repair a leaking toilet.

**RECEPTION FOR FISCAL OFFICER-**D'Amico asked if there should be a "going away" occasion for the fiscal officer. Panzarella said, "I vote for it. When is a convenient time for her?" D'Amico said, "It's a celebration going away party for Theresa." Bullard said, "You talk to her." D'Amico said, "We could do a certificate of appreciation."

**BWC TRAINING-**Shumway reminded trustees that no action had been taken regarding the July 16, 2010 notice from Frank Gates/Avizent reminding trustees of a mandatory 2 hour safety training to be completed before December 31, 2010. Shumway said without the training the township risked losing their group rating eligibility in a future year.

**RESOLUTION**

**10-10-37**

**NAME PANZARELLA TO 9-1-1 COMMITTEE AND AUTHORIZE FISCAL OFFICER TO NOTIFY IN WRITING**

Motion: Bullard  
Second: D'Amico

Bullard questioned, "Why is Katz's signature on 9-1-1 stuff if they're getting out of the 9-1-1 business? They're just trying to get sales tax money." Panzarella said, "I think this is a backfill action."

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

**EMS GRANT LOST-**Trustees reviewed a letter from the Ohio Department of Public Safety stating "All Ohio EMS Grant invoices and requests for reimbursements were due no later than August 15, 2010 for the 2009-2010 award year. Our records indicate your agency has ended the award period with a balance of funds available. Failure to submit invoices by August 15, 2010 has resulted in the forfeiture of all remaining 2009-2010 awarded grant funds". Panzarella said, "I've talked to the chief before. I'll check with the chief."

**POSTED ROADS-**A letter from the county engineer dated August 30<sup>th</sup> and received by trustees September 1<sup>st</sup>, regarding a request to name roads to be posted with weight limits by November 1<sup>st</sup> was reviewed. Bullard had told trustees in previous meetings he would be providing the information to the county. Bullard said, "Brown Township is not posting Baker Road because persons could buy a permit to run overweight and no money was received by the township for road repairs from either a permit or any fines." Panzarella said, "If the road is posted and the sheriff issues a citation maybe they would not go on that road." Bullard said, "We shouldn't post." No other action taken.

**TRANSPORTATION REVIEW ADVISORY COUNCIL (TRAC)-**Panzarella reported attending a TRAC meeting in Columbus regarding a study proposal of the 36/37 Interchange requested by the Delaware County Engineer and the Ohio Department of

**BERLIN TOWNSHIP TRUSTEES**

**7:00 P.M.**

**REGULAR**

**OCTOBER 25**

**10**

Transportation (ODOT). He said there was a high probability of acceptance and funding. Panzarella said the study requested should consider the impact on secondary roads and services both of which could have tax implications.

**HOMELAND SECURITY GRANT ALLOCATION FOR 2011**-Trustees named the fire chief to attend the HSAC meeting in January.

**HEALTH INSURANCE**-Bullard said, "We can ask for a proposal from Burnham & Flower." Panzarella questioned, "How many get health insurance?" Bullard said, "Three. Do we want a Burnham & Flower quote?" Panzarella said, "We'll have to fill our forms again." Bullard said, "To me it makes sense. Burnham & Flower seems to be pretty good. Get a competitive quote. What is the will of the Board?" Trustees approved verbally. Bullard to contact Burnham & Flower.

**GO OHIO PUBLIC WORKSHOP**-Bullard provided trustees with an e-mail about the Go Ohio Public Workshop October 25, 2010. Panzarella questioned the workshop topic(s).

**PRESCRIPTION SAFETY SUNGLASSES**-Bullard requested prescription safety sunglasses for road superintendent stating it was dangerous to put safety glasses over regular glasses. Bullard said, "A lot of companies require safety glasses at all times." Several questions were posed: prescription safety sunglasses would not serve the wearer year round due to shading; can prescriptions safety sunglasses be used by anyone other than who they were prescribed for? Is person going to leave the glasses at the township during all off duty hours, evenings, weekends, vacation time, etc.? What happens if employee's prescription changes multiple times per year? It was suggested that several pairs of safety sunglasses could be purchased and worn over the top of regular glasses safely. Panzarella asked if the non-prescription glasses were OSHA compliant. It was stated that all OSHA standards-ANSI were met. No action taken.

**NO PAY RAISES FOR OFFICIALS IN 2011**-Trustees learned from the OTA publication *Grassroots Clippings* that no pay increases were approved for township public officials in 2011. Panzarella said, "The Board has to decide if there will be pay raises for township personnel. In the fire budget I allowed for a 2% increase. We have to determine the rate of pay at the Organizational Meeting."

**TRUCK RADIOS**-Trustees were reminded of a September 15<sup>th</sup> e-mail from the Delaware County Engineer's office regarding compliance with FCC mandate (compliance date January 1, 2013) for all private land mobile radio users. The county's pricing would be extended to townships if using B & C Communications. Agenda item for November 8<sup>th</sup> meeting.

**RESOLUTION**

**10-10-38**

**ADJOURN MEETING-11:24 P.M.**

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

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Thomas A. D'Amico, Trustee

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Philip P. Panzarella, Trustee

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Judy K. Shumway  
Assistant to Fiscal Officer

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Ronald W. Bullard, Trustee