

BERLIN TOWNSHIP TRUSTEES

6:00 P.M. 2010 YEAR END MEETING DECEMBER 29, 10

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

CALL TO ORDER: Meeting called to order by Chairman D’Amico.

ROLL CALL: Philip P. Panzarella, Ronald W. Bullard and Thomas A. D’Amico. Fiscal Officer Claudia Smith stated Assistant to the Fiscal Officer Judy Shumway would be assisting in recording the proceedings of the meeting.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Claudia Smith.

ATTENDANCE: Pat McClelland, Ohio Insurance Services; Joe Korleski; Bill Bechstein, fire chief; and Larry Buell, cemetery sexton.

**RESOLUTION
12-12-24 DISPENSE WITH READING, AND APPROVE
DECEMBER 13, 2010 MINUTES OF REGULAR
TRUSTEE MEETING**

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

FISCAL OFFICER

NO SIGNED CONSTRUCTION CONTRACT-OPWC PROJECT-MEADOWS @ CHESHIRE- Smith stated files for the OPWC project Meadows @ Cheshire had been thoroughly examined and there was no signed construction contract nor was there a resolution approving the contract. Smith said the county engineer’s office was contacted as was the contractor’s office. She said she was advising trustees and she didn’t know what the audit repercussions would be.

Panzarella said, “I took the liberty to contact the prosecutor and have no answer. I can’t promise an answer by January 10th.”

Panzarella said a check list was needed and he was soliciting the assistance of Smith and Shumway on that.

ARAMARK UNIFORM RENTAL AGREEMENT-Bullard said, “I contacted the prosecutor and he said there should be a way to cancel the contract. The minimum charge is \$25 per week and the mats are added in. They are in the maintenance bay area. I believe we should cancel it as soon as possible and transfer it to CINTAS.” Smith said she had pulled the contract from the file today. Panzarella asked, “Who provides uniforms?” Bullard said, “At the next meeting we can talk about it.” Smith questioned, “Do they wear them?” Panzarella said, “We’ll have it at the next meeting.”

HEALTH INSURANCE-Smith told trustees a resolution was needed to name the health insurance carrier. Bullard said, “At the last meeting I was asked to look at insurance. I met with Frank Harmon and Pat McClelland and put the options in your mailbox. The Burnham & Flower quote was a street plan. Ohio Insurance Services is a better plan and the fee (no amount named) is paid by Ohio Insurance Services. Burnham & Flower doesn’t pay the fee. The Medical Mutual, OPEC, Rx4 plan is \$7.00 more a month.”

**RESOLUTION
12-12-25 APPROVE MOVE FROM ANTHEM TO MEDICAL
MUTUAL OPEC Rx4 HEALTH INSURANCE PLAN-
OHIO INSURANCE SERVICES AGENCY, INC.**

Motion: Bullard
Second: Panzarella

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DISCUSSION: Bullard said, "The chief and Brodi said their doctors were covered." McClelland said there was information that needed to be completed by employees before January 1st. McClelland said he needed a check to Medical Mutual of Ohio for \$1,993.53 and the 3rd quarter wage statement for the township. Bullard said, "People need to fill prescriptions by Friday. After Saturday drug costs will have to be reimbursed." McClelland said employees should not use their Anthem card. McClelland also said that life insurance to be provided by Hartford Life is a lot less. McClelland said there was also a plan for firefighters. Panzarella asked, "When do we get new rates?" McClelland said. "Usually it's sixty (60) days out. This year is was thirty five (35) due to the new health care bill." Panzarella said, "We don't want to wait this late next time."

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

OUTSTANDING PURCHASE ORDERS-Smith reviewed several open purchase orders asking if the work had been completed:

Fire Department	Del-Co Water Co., Inc.	fire hydrant installation	\$24,840.00
Fire Department	Fire Safety Services	turnout gear	\$ 1,825.00
Fire Department	Oberfield's Concrete	13 parking blocks	\$ 564.25
Road Department	Glenn Excavating	ditch cleaning	\$ 525.00
Road Department	Glenn Excavating	Big Run Rd.	\$ 490.00
Road Department	Glenn Excavating	Baker Rd.	\$ 490.00
Road Department	Glenn Excavating	Twp.-cemetery drive	\$ 496.00
Road Department	Glenn Excavating	S. 3 B's & K Rd.	\$ 7,862.00
Road Department		flashing road sign	\$ 3,476.00
Building	Feazel Roofing	roof repair	\$ 990.00

Bullard told trustees the caution light had been ordered.

DELAWARE COUNTY TOWNSHIP ASSOCIATION DUES-Smith requested a resolution approving Delaware County Township Association 2011 dues for four officials at \$50.00 each=total \$200.00.

RESOLUTION

12-12-26

APPROVE \$200.00 FOR PUBLIC OFFICIALS DUES TO DELAWARE COUNTY TOWNSHIP ASSOCIATION

Motion: Panzarella

Second: Bullard

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

CEMETERY

DISCUSSION-HEADSTONE LANGUAGE-D'Amico said he talked to County Prosecutor Assistant Chris Betts regarding rescinding a previous resolution regarding cemetery marker language. D'Amico said, "Chris said we are free to do so and the prosecutor's office will defend us in any action."

RESOLUTION

12-12-27

APPROVE RESCINDING RESOLUTION 10-11-22 WHICH HAD BEEN ADOPTED NOVEMBER 29, 2010

Motion: Bullard

Second: D'Amico

DISCUSSION: Panzarella asked, "Will this leave us open to any liability?" D'Amico said, "It would not subject us to anything."

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

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ROAD DEPARTMENT

2011 ROAD IMPROVEMENT LIST-Bullard said, "I asked Brodi to do a list. What it shows is based on the assumption we don't get the OPWC grant for Hollenback & Piatt Roads.

Summerwood	Asphalt all streets	1.57 mi.	\$ 87,920
Roesland	Chip & seal	.48 mi.	\$ 6,480
Conner Lane	Chip & seal	.21 mi.	\$ 2,835
Heverlo Rd.	Chip & seal	.44 mi.	\$ 3,565
Hollenback Rd.	Chip & seal	1.21 mi.	\$ 47,103
Piatt Rd.	Chip & seal	.93 mi.	\$ 26,070
S. 3 B's & K Rd.	full depth repair & chip & seal	.82 mi.	<u>\$ 39,422</u>
	Streamside Dr. to Plumb Rd.		
		TOTAL	\$213,395

Bullard said, "We shouldn't do a chip & seal if we do a long term repair with blacktop. The list is to be provided to the fiscal office by January 11th. That gives Claudia enough time to get it in. We don't have any funding information."

**RESOLUTION
12-12-28**

**APPROVE ROAD LIST TO BE SUBMITTED TO
COUNTY ENGINEER FOR RECOMMENDATIONS
AND COST ESTIMATES**

Motion: Bullard
Second: Panzarella

DISCUSSION: Panzarella said, "It's a bit more than in the 5 yr. plan. Where will the money come from? The other thing, who prepared the note?" Bullard said, "It provides information to the county engineer for an estimate. The county will give it back to the township by February 11th then we have to approve the roads we want to do and have it back to the county engineer by March 15th. Hopefully by February we'll have word on the OPWC application."

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

TRUSTEES

HANDBOOK-Panzarella said he was collecting comments and forwarding them via e-mail to legal counsel after January 1st.

VFFDF BOARD-Tom Roll was named as the fifth member of the VFFDF Board by the other four members. Pat Paykoff was named chairman and Sam Reda, secretary.

SHERIFF'S LETTER-Bullard said he delivered a letter from trustees to the county commissioners and it was well received. He said Berkshire Township Trustee Rod Myers was also in support of the township. He said the sheriff was pleased and appreciative of the support.

SNOW PLOW DRIVERS LIST-Bullard said, "The list received from the fiscal office showed thirteen drivers with four drivers not able to be used. We need to remove the four and I'm not sure how to do that. Also we received an application from a township resident we can add." D'Amico asked, "Will we suffer from them not being active and leaving nine or ten?" Bullard said, "Most are part-timers and during Christmas most had something to do. In terms of part-timers we're going to have that."

Panzarella questioned, "Why are the four drivers not acceptable?" Bullard said, "It's the recommendation of one guy." Panzarella asked, "Is it a problem with hiring?" Bullard said, "The road superintendent has concerns with one of the new drivers regarding putting him in a truck. We hired him after the interview process and taking recommendations." Panzarella asked, "What is the responsibility of the Board and supervisor? Four didn't show? What is it? The next logical thing, they had until December 10th to run through the trucks and today

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is the 29th and it's the first time I've heard of it. Give me feedback on what's not working out. We should have certification from the supervisor."

Bullard said, "We make an assumption that drivers will show up. They have the option of saying 'I'm not going to do that.'" Panzarella asked, "What's the solution?" Bullard said, "We have an incentive program in the fire department. They are not full time and there is no reprimand. How do you incentivise them to shop up? You've got to do the same for the road department."

Panzarella said, "The fire department, they show up 85% of the time. One, there has to be some metric on drivers; and two, the fire department came up with, and forwarded a recommendation for the problem. Come forth with a solution. I defend the fire department, they have metrics." Bullard said, "This is not meant to be a criticism to the fire department. I thought it was done because they did not show." Panzarella said, "The fire department is meeting their goals. The road department has to do A, B, C etc. to meet this. Goals were discussed with the chief before. I should say 'what's your solution to solve the problem?'"

D'Amico said, "Whether it's Brodi, or us, if they say no once or twice there's trouble and the more you're gone." Panzarella said, "The chief has specific requirements to show up. They should follow the fire department lead." D'Amico said, "We should interview the applicant to bring them up to ten. We can do it the first meeting, January 10th." Bullard said, "Other than that, they're doing OK."

RESOLUTION

12-12-29

APPROVE REMOVING MICHAEL ALESHIRE, CHARLES HALL, STEVE ROBERTS AND TIMOTHY STROHL FROM THE LIST OF TEMPORARY SNOW PLOW DRIVERS EFFECTIVE DECEMBER 30, 2010

Motion: Bullard
Second: D'Amico

DISCUSSION: Panzarella said, "It would be nice to do this in a more timely fashion. Don't wait until the last minute." D'Amico said, "When did we know?" Bullard said, "About a week ago. It was brought up at the last meeting." Panzarella said, "When did the road superintendent know? Certainly earlier in the year. We need to get the information in a timely manner to act on it." D'Amico asked, "How are we notified?" Bullard said, "I'll contact them."

ZONING

D'Amico said there was nothing for zoning. Panzarella said to D'Amico, "There were hour's adjustments. I'm sure you authorized it." Smith said hours were adjusted due to vacation. D'Amico said, "It was the use of partial hours and we requested increments of four (4) hours. They should follow the rules."

FUTURE MEETINGS

COMPREHENSIVE LAND USE PLAN HEARING-Smith said the land use plan hearing would be at 6:00 p.m. on January 5th.

LATE ITEMS

None

RESOLUTION

12-12-30

ADJOURN MEETING-6:52 P.M.

There being no further business, Bullard moved to adjourn.

Second: Panzarella

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

Meeting adjourned at 6:52 p.m.

Thomas A. D'Amico, Trustee

ATTEST:

Philip P. Panzarella, Trustee

Judy K. Shumway
Assistant to the Fiscal Officer

Ronald W. Bullard, Trustee