

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Special Meeting

February 8, 11

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 Claudia Smith

ROLL CALL: Phil Panzarella, Ron Bullard, Tom D’Amico and Claudia Smith, Fiscal Officer

ATTENDANCE: None

PUBLIC COMMENT: Panzarella said the Trustees were adhering to Resolution 05-07-44 regarding public comment at the meetings. He asked if anyone wished to make public comment. Hearing none the Trustees moved on the next agenda item.

Discussion: Panzarella “The building had a couple issues on February 2, 2011. The heating system was off and snow and ice were not cleared around the building. The zoning office personnel did not come in therefore the zoning office was closed. And a note was placed on the door indicating same. We need to decide how we want to handle the time the employees took off.”
Bullard “I say we give them the opportunity to make up the hours. We have road and fire department personnel here so giving them the day off for inclement weather is a concern.”
D’Amico “I know there was a note on the door but were they authorized to close the building? It was just a level 1 emergency and not a reason to not come to work. I agree with Ron that they could make up the hours.”
Bullard “I came over to put a sign on the door and there already was on there.”
Panzarella “There are two issues, one being emergency essential personnel and non essential, fire and roads would be emergency personnel. You would take the risk to have the emergency essential employees come in but not the non essential. We have never defines essential and non essential personnel. This needs to be covered in the employee handbook, a pyramid alert rooster. Once notified of an emergency we let the people know. Road and fire department employees are essential personnel. The chair would notify the fiscal officer, and the department liaison. The department liaison would notify the employees. If we have not made a clear definition we can’t hold the employees to it.”
Bullard “This should include any emergency that we may have such as snow emergencies and wind emergencies.”
Panzarella “A notice should be posted on the door and on the website.”
D’Amico “Are we going to use a certain level of snow emergency?”
Panzarella “I will ask the lawyers. They should have the comments on the handbook back to us by the week of February 14th and have it completed by early March. If anything happens before the manual is complete the employees should contact their liaison.”

**RESOLUTION
11-02-01**

**AUTHORIZE PAYMENT FOR ZONING OFFICE PERSONNEL,
EACH FOR FIVE HOURS, DUE TO THE INCLEMENT
WEATHER OFFICE CLOSURE ON FEBRUARY 2, 2011**

Motion: Panzarella
Second: Bullard
Vote: Panzarella yes, Bullard yes and D’Amico no

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RESOLUTION

11-02-02

**APPROVE PAYMENT TO FLORA'S DIESEL FOR REPAIRS TO
2002 INTERNATIONAL TRUCK FOR \$3600.00**

Motion: D'Amico

Second: Bullard

Discussion: D'Amico stated that Brodi did not know what was wrong with the truck. It could cost \$50 to \$3600. We may need to use money from the general fund if we do not have enough in the roads fund. Panzarella stated that if equipment repairs are in the general fund then the money would flow from the general fund to the road fund.

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

RESOLUTION

11-02-03

MOTION TO ADJOURN

Motion: Panzarella

Second: Bullard

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

Meeting adjourned by Chairman Panzarella at 7:25 p.m.

Philip P. Panzarella, Trustee

ATTEST:

Thomas A. D'Amico, Trustee

Claudia Smith,
Fiscal Officer

Ronald W. Bullard, Trustee