

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

May 23,

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 Roger Glenn

ROLL CALL: Phil Panzarella, Tom D'Amico, Ron Bullard, Claudia Smith, Fiscal Officer.

ATTENDANCE: Larry Buell, Roger Glenn, Bruce Miley, Joe & Toni Korleski

PUBLIC COMMENT: Panzarella stated that the meeting was being recorded for transcription purposes only. He also said the Trustees were still adhering to Resolution 05-07-44 regarding public comment at the meetings. He asked if anyone wished to make Public comment.

Buell "I'm Larry Buell representing the cemetery and I would like the record to reflect that we have the foundations in for the headstones for May and I would like to thank all the help that we had from Miley Excavating, the road department and all the part time help that we had. It went very smooth and I was well pleased with everything."

Panzarella "We like to have our cemetery looking good and running efficiently and you have been doing that for many, many years, so we appreciate all the effort you put into it. Is there any other public comments?"

Glenn "I'm Roger Glenn, 533 Glenn Road. Fiber optics is going in throughout the county and it seems that nobody knows where it's going to go and it's tearing up a lot of peoples tiles. So we are fixing a lot of field tiles for farmers after the fact. I think the best thing is if it were plowed in which it is but most of the time it's plowed with a migratory plow but they don't know that they went through a tile until after the damage is done. With the wet year we've been having the farmers are having a hard enough time as it is and what we need is to get a hold of a map so we know where things are, at least for the farmers that are forward thinking so they can get someone to locate the tiles for them or they can plat it themselves, so they can see that the repairs are taken care of."

Panzarella "Are they running parallel to the roads?"

Glenn "Sometimes they are and sometimes they are just going across country but they are following the Consolidated Electric's right-of-way. Which Consolidated usually is over head, but they are following their right-of-way overhead and underground. So the tiles that got fixed by Consolidated when they put theirs in are now being re-cut 15 feet away by this migratory plow. I think someone needs to get a map together, they seem to be real secretive, you ask them and they won't tell you. It's going to Mansfield and Worthington but someone needs to know the route. Even if they are following the road right-of-way there are a lot of old tiles that go underneath the road that not only turn township road ditches but farms from the other side of the road. I was also involved in the Moody Dicks that drained our ground up there and the city and Zarembo, the developers of the shopping center, Davey Tree Service with the people that work with them to find wetland mitigation. They couldn't find enough so they jumped to a ditch that drains off of our ground and some other farms up there and closed it off and put in a conservation reserve and that was wrong and even soil conservation told them that they couldn't do it. So for the last two years I've been trying to unwind this mess and finally I have a lawyer chasing them. The other farmers have woken up and they have lawyers chasing them. So if any of that comes down here I would appreciate your support because I have a ditch history and in all the preliminary bidding for the shopping center Carolyn and I made all the meetings and it was well known that that was a farm drainage ditch. But because the rivit had an option on the ground that the open part of the ditch went through, they thought they could go ahead and close it off. Which was all wrong and I've been trying to get it all unwound, the Army Corps, the Ohio EPA, and Davey Tree Service was the service that lead them over there. So we are getting it unwound but it's slow and it's causing a lot of damage too."

Panzarella "Thanks for letting us know. What would you like for the board to do?"

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

May 23,

11

Glenn "Part of the township road goes into it and will fall apart but anything that comes down this way I just wanted you to know what it was about. I had a meeting at my place two years ago and they all agreed that they made a mistake but like most government agencies they didn't know which one to point the finger at."

Panzarella "What road right-of-way is in Berlin Township?"

Glenn "Glenn Road, the ditch is running through the section that Delaware is taking over. But the drainage from our farm goes that way too but it's still in Berlin Township so you still have a foot in the door there. The third thing that I have, and I think is the same reason Miley is here, is we are talking about the work schedule that we have left to do for you and with the weather the way it has been, we have not been able to get to it. You can sit on the road and dip ditch and you can put mud in trucks, but you can't get mud out of the trucks and nobody wants mud so you have no place to dump it and you can't get the truck where you need it to go so we are just hoping that you understand that we want to work as bad as you do. In fact we have money tied up in a job that's not paid for and is $\frac{3}{4}$ the way completed down on 3 B's & K. The big culvert that we have talked about on Sherman Road we have all agreed that it would be best to wait until school is out as there is nowhere to turn a school bus around."

Panzarella "That is in the minutes of the meeting and I believe Tom at that meeting Tom said he would contact you and it is fortuitous that you both are here since Tom was going to contact you to determine what the schedule was. It does say specifically that July was when you were going to try to do that."

Glenn "Also there have been some rumors floating around that some people from the road department has tried to contact us and we have not been able to answer our phone. And I can tell you, like Bruce, the only time I'm away from the phone is when I'm sleeping. They always take messages and we never fail to get back to anybody. Most of you guys know that if I don't catch you on the phone, I do return calls. So the rumors are not true."

Panzarella "When I make a call to you I can't hide quick enough before you call me back, so I appreciate you getting back to me."

Glenn "We both work for you and other townships and they depend on us so when they call us we are going to get back to you because we like working for you. It's like being a firemen or a cop if you're going to do this type of work a lot of time things don't happen at 8:00 in the morning, holes develop in roads and plates need to drug out in the middle of the night and we are ready to go."

Panzarella "Tom could you please pass that along to the road department?"

Glenn "You guys know how hard the winter was on roads, you can't keep berm gravel down And when you do get it down, it washes down the hill. There's just a lot going on and it's been the wettest spring that I can remember. They are talking 95% chance of rain tonight and an inch of rain."

Bullard "Is there anything in the ditch drainage that we can do to help you? Is it covered by a ditch petition?"

Glenn "I might ask you to write a lawyers letter about how important it is. The city engineer is on our side, he understands the problem. And he doesn't even know who to get it undone. We went to all the meetings and all our comments are in the minutes at city council. I don't like going to the meetings but if you don't you'll get sandbagged every time. How can an entity go on some else's property that they don't own just because they have an option to build houses there?"

Panzarella "Roger maybe it would be worthwhile for us to send a letter to the City of Delaware, the city manager, and say that we are having some problems with drainage on your property in Berlin Township. Ron you have done some ditch letters so maybe you could draft it and we could all sign it at the next meeting."

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

May 23,

11

Glenn "If we could get a letter for Bruce to the Department of Natural Resources to get an outlet open up for him. Isn't that what's holding it up is the Department of Natural Resources?"

Miley "They aren't going to do anything, they have no money."

Bullard "On the fiber optic, I called and talked to the county commissioners and the information that I got was that the county wanted no part in running the fiber optic cable. Even though the cable is part of their contract and they were participants in getting the money they turned it all over to Consolidated, because they didn't want to get into the situations that we are talking about here. I saw an email that Gus Comstock was having a Meeting to discuss fiber optics but I don't remember the date. Consolidated was supposed to present maps of how and when they were going to do it. Are you aware of that?"

Glenn "I have never seen a map of where it goes. I know up and down Curve Road they have OPSED Curve Road from the railroad tracks west on both sides of the road. I didn't have it done and I'm sure you guys didn't have it done. There are white marks like fiber optics, but they should tell those people as I know there are four main tiles across that road. These boys come from North Carolina and they don't have tile in North Carolina and when they see the tile chips they don't care. And because it's knifed in it's a secretive thing. If it was open wheel machine cut back hoed in you would see the tile chips and know something has to be done. Consolidated is not being farmer friendly with that. The county should step in if it's that big of an undertaking. I know they did at one time and they were over fiber optic and watching where it went. My nephew is a ramroder for Suburban Gas and they brought a 12 inch line all the way from Big Island down and it terminates across the road from my house and he had one complaint from a farmer. He had two truckloads of fittings for pipe and everywhere they crossed tile they put egg wire ??????? and tile back in and concreted it and even the farmer didn't know that the tile was there. You can't do that with the knife rolling along at half a mile an hour and nobody knows where the tile is."

Approval of Minutes:

**RESOLUTION
11-05-16**

**APPROVE THE 05/9/2011 REGULAR MEETING MINUTES
AND DISPENSE WITH THE READING**

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

FISCAL OFFICE:

Smith stated that after asking if employees wanted direct deposit only four people said they did not so she was just making sure that trustees wanted to do it as there was a fee for it of \$19.95 per month. She was not sure if she wanted to force it on the few people that did not want it or to just keep giving them checks. Panzarella suggested that the people that want it should get it and the people that don't should not have to. Bullard asked if there was an savings to the township and Smith indicated that she would still have to mail employees the check statements so the only savings might be in the number of checks that will no longer be printed.

Panzarella stated that what he was hearing was that there was not much of a savings but it was a convenience and does not save Smith much work. Smith indicated that information would still have to be entered into the UAN and then she would import the information to the bank and they would do the rest. The trustees would not have to sign every check only the ones that choose to keep receiving checks. Bullard asked if it would save Smith on the bank reconciliation. Smith said that was one reason she looked into it. The first reason being that employees were asking for it for the convenience of not having to go to the bank and knowing that you money was in the bank on payday. The second reason was that some people held on to the checks for months before they cashed them and they would then be carried on the bank statement from month to month as open checks and you take the chance of someone losing one. Panzarella said that the question before the board was "Do we want to force it on the people that don't want it?"

Smith said she just wanted to make sure that they were all on board with it since it did cost \$19.95 a month and that she could write checks to the four people that do not want it. She

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

May 23,

11

indicated that she would contact the people that are not in support of it and see what their hesitation is.

**RESOLUTION
11-05-17**

**APPROVE TRUSTEES SUPPORT OF THE FISCAL OFFICER
TO IMPLEMENT DIRECT DEPOSIT PAYROLL CHECK
PROGRAM AND PAYMENT OF \$19.95 A MONTH**

Motion: Bullard
Second: D'Amico

Discussion: Panzarella stated that he was unclear regarding whether or not there would be an option. He could read the motion two ways, that there is no option, everyone will be get it. Smith stated that she understood that they were authorizing the implementation of direct deposit and that she would contact the employees that did not want it and determine then if she would force them into it or continue to give them checks. Panzarella stated that he was uncomfortable with that as it put Smith in the lime light and if the board wishes to force it on all the people then that is what the motion should state. He indicated that I should read for those employees that request it.

Vote: D'Amico yes, Panzarella no and Bullard yes

Bank CD's-

Smith indicated that 53 Bank came in to talk to her and Panzarella and she wanted to know if there was an more discussion about it as if they wanted to do more investing she had to take CPIM classes before she could do that and she did not know when the classes where and when she would be able to get the required number of hours. She stated that the township only invests in STAR Ohio and the interest rate is .5%. A 53 representative came and told us if we invested a portion of our money in 3, 6, 9 & 12 month CD's we could make money in interest.

Panzarella stated that the interest rate was 1.25% and that there was minimal risk since we would have CD's maturing every 3, 6, 9, & 12 months and that the bank would manage it and tell us when the maturity dates were.

Bullard stated that this could be a significant savings for us.

**RESOLUTION
11-05-18**

**APPROVE SMITH ATTEND TRAINING TO BE ABLE TO
INVEST TOWNSHIP MONEY IN BANK SECURED CD'S**

Motion: Bullard
Second: Panzarella

Discussion: Panzarella stated that he thought it worthwhile for Smith to get the training so she is comfortable with the investment strategy, but we only checked with one bank and there may be a better deal out there. Orange Township changes every couple years so they get the best deal. Once you have completed the training and are comfortable with it we need to advertise that we are looking to do this and get a number of people coming in to make a pitch to the board and then we will discuss which the best offer if and proceed on. Since it is something new to the township we could more gradually and move half of our funds and keep the other half in STAR Ohio so we don't take too much risk.

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

Settlement & Release-

Bullard stated that after speaking with the county prosecutor and Chief Bechstein he feels that the township would be well served to sign the settlement and release and that we should receive \$400.00. The prosecutor also indicated that they needed signatures on the documentation and a certified motion from the trustees. He explained that if we did this at a meeting it would not be certified till the next meeting when we approve the minutes from the meeting. He suggested we do the motion and put together a letter saying that we did the motion and have the trustees sign it.

RESOLUTION

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

May 23,

11

11-05-19

APPROVE SMITH SIGN THE RELEASE AGREEMENT FOR THE INCIDENT AT PILOT TRAVEL CENTER ON DECEMBER 1, 2009, FOR THE TOWNSHIP TRUSTEES

Motion: Bullard

Second: D'Amico

Discussion: Panzarella asked who was writing the cover letter and Bullard stated that Smith would have the motion shortly and then it's a matter of putting it together and them signing it.

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

General Fund Budget-

Smith indicated that she left the general fund budget on the trustees table for their review. No one brought it to the meeting or saw it on the table but Panzarella said he had looked at it and was comfortable with it the way it was. Bullard was concerned with the revenue side of it and stated that it would probably be going down next year as the auditor was talking about property evaluations and the inside mileage that they would be collecting plus the amount of government taxes we would be receiving being less than what was receive in the past. Smith said she would get another copy for them to review.

2011 Road Improvement Form-

Panzarella "This is the contract that needed to be signed where we were signing up for \$432,138.52 worth of work, which is 1/7 of the roads in Berlin Township. The prosecutor was represented at the county commissioners meeting today and they announced the winner of the contract as being Shelly & Sands. This is for the county contract as well as all of our individual contracts. 16 of 18 townships are going in with them and the county is doing roughly 2 million dollars worth of business by itself and we are doing roughly half a million ourselves. In the roads area they also settled on the number of suppliers of asphalt, so no one supplier is given the contract. Salt, asphalt and road resurfacing were all covered by the county commissioners today. We do have a specific contract with Shelly & Sands and I will make sure that we get a copy of the contract. They did not announce the preconstruction meeting date today.

Smith also added that the auditors were here last week and they did not come up with any issues so far so she hopes they come back with a clean report. Panzarella asked if they would issue a management letter and Smith indicated that she was not sure but expected them to advise us of their findings.

Bullard asked Panzarella when he goes to the preconstruction meeting if he could bring up the condition of Sherman Road and ask for some in-depth repair to be added to the contract as it has some sections that need serious repairs done to it. Panzarella indicated that previous preconstruction meeting he has gone to they usually ask if you have addition work that was not previously identified. The only stipulation is that it may go to the end or wherever they can fit it in. He suggested to Tom that the road supervisor join in when they get to the point to discuss it as he has the most in depth knowledge of the road.

CEMETERY:

Panzarella "We received a legal opinion regarding vaults. I am asking if the board would like to make it public or just release the summary."

Bullard and D'Amico were happy with the summary.

Panzarella "The three things we asked were regarding various burial containers, vaults and concrete containers in ground or above ground. The summary is "There is no Ohio law or regulation that mandates the use of a burial vault. A board of trustees lacks authority to enact a rule or regulation mandating the use of a burial vault."

Joe Korleski "So what you're saying is we can get buried in a pine box?"

Bullard "You can get buried in a robe, a rug, a pine box or a concrete vault, motorcycle or Cadillac."

Panzarella "You asked for an opinion and what they said is if you go ahead and do anything like this, first the board does not have the authority and every trustee has seen this. My understanding is that it is very open and it infringes on your 1st amendment rights if you do limit it."

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

May 23,

11

Korleski "I don't understand why we as a cemetery don't have some rights to say that you need to be in a box in the hole but according to the lawyers you don't need anything."

Miley "The reason they went to vaults was because of grave robbing many, many years ago."

Buell asked Panzarella to read it again and asked if it said that we can restrict them from putting a vault above ground. Panzarella read the summary again. Buell "Can you mandate that the vault be bury in the ground as I object to vaults being above ground. The summary does not state that you have the right to put it above ground or below ground it states that you do not have the right to mandate a vault."

Panzarella "The question that was asked is if there were any legal restrictions on allowing crypt installations, burial of bodies wrapped in cloth and regarding requiring vaults, either steel or concrete, for all in-ground burials. The answer we received is the one I read so we can further ask the county prosecutor to come to a meeting and meet with us to answer specific question because what I am getting is that we are not agreeable with the interpretation that we received."

Bullard "I'd like to read this "As a township cemetery it is a public cemetery as opposed to a private cemetery and specifically, the First Amendment guarantees both freedom of speech and freedom of religion and certain burial practices, such as a "green Burial", would be protected by the constitutional guarantee of free speech." So a "green burial" is like putting them on top of the ground."

Panzarella "This is a legal thing and I asked the board if we would like to release the legal opinion and I ask the board again shall we release this legal opinion in its entirety rather than calling out specific sentences so everyone has the benefit of what the prosecutor has said."

Bullard and D'Amico did not have a problem with releasing the opinion for public record.

Panzarella "I think we should release this as a public record and give people a chance to review it and I also think it would be worthwhile to give feedback to the prosecutor's office And ask them to come to our next meeting so we can have an interactive exchange with all the concerns from people in the community as well as the cemetery section because there are some valid points to be made. Then the prosecutor can say what you can and cannot do. I would like to know what other cemeteries' have established."

Buell "I think another question for the prosecutor would be does the board have the authority to designate an area in the cemetery for crypts. I just don't think people that have grave sites here want to see that next to their graves."

Smith asked about putting in a mausoleum and Panzarella said these were all valid questions to have with the prosecutor at a public meeting and will try to get it on the agenda for June 13th.

Map Update-

Panzarella "It was brought to my attention that we are coming to the end of the database establishment of the cemetery and the map will have to be updated. I want to give the board a heads up that we will start trying to find out what the cost would be to update it. I would also like the board to know that there is a base on the bottom of the map that is a small wall put in a long time ago and needs either repaired or replaced. I received an estimate from S & V Masonry, who is local, Steve Sowers at 1455 Dale Ford Road and his estimate was to do the block wall and after curing apply a 40% water proof sealant at a cost of \$1,225.00. Since it is over \$1,000 we should get three estimates per our agenda policies. I don't know any masons do any of you know anyone that could give us a estimate?"

Bullard "I will try to find someone. The map base is separate from the map structure. If we update the base do we need to update the map? Is it a whole project?"

Panzarella "I think the map can be rescaled if it requires that. I think it's just a computer generated graphic that has be to photographed and put in the same case. "

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

May 23,

11

Buell stated the size of the map is a sufficient size and should not be made larger, if you needed you could downsize the names to fit.

Panzarella "There are tree limbs in the cemetery that are low and I was wondering if we could get them trimmed down. Tom, can we get the road department to trim the trees?"

Buell "I had asked the road department to trim them a couple weeks ago and it seemed that they had things that were a higher priority. I did notice that there were some limbs that were broken and hanging down."

Panzarella "We have stated in the past that the cemetery looked really good on Memorial Day so I don't know what the situation is but I am asking the roads department to trim the branches up and they have access to temporary people if they need them, Tom could you please tell the road department to work on it?"

D'Amico said yes.

Miley "Isn't that what they bought the whole saw for? I've been in other townships and that's all they are doing right now is making sure their cemeteries look good for Memorial Day."

Panzarella "That has been our tradition here also so they have one week to get it done. I saw in the list of things to do this week that they were putting military flags in the cemetery, if we could get 8 flags to put in Peachblow Cemetery, would you please have them give them to the fiscal officer or put them in the trustee's office?"

FIRE DEPARTMENT:

Bullard "The fire department had not requisitions but I did spend some time down there and the fire trucks are being maintained."

ROADS:

RESOLUTION

11-05-20

APPROVE ADDITIONAL \$20.00 PER CUT TO STEWCARE FOR MOWING OF WESTERN BOUNDARY LINE BY FIRE STATION

Motion: Panzarella

Second: Bullard

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

TRUSTEE ITEMS:

Jake Brake in Township-

Panzarella "We did ask for an opinion from the prosecutor about regulating the use of engine retarders in Berlin Township and they said we are able to do that. The request was for the area of Lackey Old State and Cheshire Road but this could pertain to the whole township. There are some stipulations, the board would be responsible for the signage and if the board is considering this type of regulation it should come to John Link of the engineer's office. Mr. Bauserman has been advised to apprise Mr. Link of the possibility and I would like to turn it over to the road department so they could find out from Mr. Link what the signs should say and where they should be placed. We will then get a resolution to get it done."

Smith "I received a call from Water's Edge Pizza on Africa Road asking if we were doing anything about this and they would also like to have signs on their road."

Panzarella "The opinion of the prosecutor's office is that we can do it all over the township. Where is up to us, but we have to do it properly. I am giving the road department an action item to go forward with this and everyone has a copy of the prosecutor's opinion on this."

Bullard "I was going to contact Andy Kerr of the school board to see if he could do anything because a lot of the noise is caused by trucks hauling dirt to Berlin Station Road. I also would be happy to talk to Sheriff Davis to see how it would affect them and if they would be able to enforce it."

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

May 23,

11

Panzarella "The opinion states "When effective, the regulation may be enforced where traffic control devices conforming to R.C. 4511.09 are prominently displayed. A violation of the regulation would be a minor misdemeanor, R.C. 505.17(E) and 4513.221(F). Fines collected for such violations shall be paid into the townships general fund." So the fact is the sheriff has the right, based on the Ohio Revised Code, to issue tickets that would result in a minor misdemeanor to those truck driver's."

Bullard "My question was going to be how many tickets they have written in the last year for Jake brakes noise and I don't think there have been many written. It may make us feel better to put it in but if it doesn't help with cutting down the noise we still have a problem."

Panzarella "If we go through with it and post it and we know he has the ability to do it we could always hire an off duty sheriff to enforce it."

Townhouse Power Washing-

Panzarella "We received a note from a resident that says if we are going to power wash the townhouse we should also power wash the fence as it has green mold all over it. I was told that we have a power washing machine here and this has been on the agenda for at least two years so I'm asking the board why it has not gotten done when we have a machine to do it. I did get an estimate just in case the answer was that we have higher priority things to do and just can't get it done. But I don't understand why we can't get it done and I would like the opinion of the board. I know they use it to wash down the trucks. Tom do you have any feedback for us as to why they can't do it or when they can?"

D'Amico "I have no reason why they can't get it done."

Panzarella "Can you come back to the board next meeting and confirm with us if they can do it and when they can do?"

D'Amico "Wasn't there a question of someone being afraid of height?"

Panzarella "I don't know, I don't know who is afraid of heights and I don't see any restrictions on heights in job descriptions but most of the building does not have much height."

D'Amico "I will see if they can and when."

ZONING DEPARTMENT:

Panzarella "The monthly schedule shows that we are a little behind about \$2,846.05 from last year but things are picking up and the reason we are behind is last year we had a large commercial building go up. The commercial issue last year was \$3,459.50 and we don't get commercial issues each year most of them are from houses."

D'Amico "It will be interesting to watch what happens to the housing in Berlin Township because from April 10 to April 11 we have doubled our permits issued. And since Delaware County has been one of the fastest growing counties for a long time and we are just on the outside of being a boom town."

Panzarella "There is a potential of 100 houses in Summerwood or in platted subdivisions. I look forward to seeing those developing."

FUTURE MEETINGS:

5/26/11 Big Walnut Watershed in Westerville, Public Meeting

No date established at this time - Pre Construction Meeting, Panzarella will attend

LATE ITEMS:

RESOLUTION

11-05-21

APPROVE TONI KORLESKI MOVE FROM BZC ALTERNATE TO BZC REGULAR WITH TERM EXPIRING 3/1/2014

Motion: Bullard
Second: D'Amico

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

May 23,

11

Discussion: Panzarella stated that Toni has served on the board and has the training and I know that Rick talked to other people and talked to Toni.

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

Panzarella “Now we have to fill Toni’s spot so we should advertise so we have two alternates and I will bring that to the next meeting. This situation is the reason we like to keep two alternates. There will be a going away party for Rae Kerlin after the meeting on June 14th. She is aware of it so it will not be a surprise and I think we should all chip in and defray the cost of what they will incur as I think it’s a nice gesture and we don’t pay them very much and it’s nice to know they volunteer their time.”

Bullard “I talked to Ray Armstrong, Brodi Irwin and the fire chief they indicated that the fire computer had been installed in the road department and everything had been moved over except for the email account. The new computer appears to be working and is faster than the old one. The system administrator needs to set up the email account. He is currently plugging in the old computer when he needs to send an email and then unplugging it when he needs to do something on the new computer. I know we are working on getting a contract with the Computer Smith.”

Panzarella “We received the reworked contract from the prosecutor’s office today at 3:00 p.m. so I will read it and get with Computer Smith to get it done. Then Claudia has to certify funds and I have to go back to the prosecutor’s office and then they will execute the contract.”

Bullard “If we need to can we get them to come in and set this up under a separate per diem basis.”

Panzarella “If it is declared an emergency situation we could hire them on an hourly basis to come in and do it. I would feel more comfortable with an executed contract due to the passwords so I will get with Computer Smith in the next couple days and go over all of this. But if we say we have an emergency, or a special requirement and we need a resolution to say that we can have Computer Smith come in for a period of time not to exceed two hours, I think that would be a worthwhile thing to do.”

D’Amico asked if it was necessary to have Computer Smith come in to do this.

Smith stated that they had asked her about the passwords and she found the envelop that had the passwords in it but she was not sure if what she had was what they needed.

Panzarella said it was the passwords to get them into the system to reset the passwords and if she was comfortable doing it she could if not they could get someone to come in and do it.

Smith indicated that she would give it a try. Everyone agreed that Smith would try it and if it did not work we would authorize Computer Smith to come in.

RESOLUTION

11-05-22

APPROVE UP TO TWO HOURS FOR COMPUTERSMITH TO UPDATE AND INITIATE THE PASSWORDS FOR THE ROAD DEPARTMENT COMPUTER

Motion: D’Amico

Second: Bullard

Discussion: Panzarella stated that this would only be used after Smith tried to do it.

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

RESOLUTION

11-05-23

MOTION TO ADJOURN

Motion: Bullard

Second: D’Amico

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

Meeting adjourned by Chairman Panzarella at 8:37 p.m.

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Regular Meeting

May 23,

11

Philip P. Panzarella, Trustee

ATTEST:

Thomas A. D'Amico, Trustee

Claudia Smith,
Fiscal Officer

Ronald W. Bullard, Trustee