

BERLIN TOWNSHIP TRUSTEES

7:00 p.m. Trustee Meeting January 22, 18

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

CALL TO ORDER: Ron Bullard, Trustee Chairman

PLEDGE OF ALLEGIANCE: Chris Paykoff led the Pledge of Allegiance

ROLL CALL: Ron Bullard, Ken O’Brien, Tom D’Amico and Claudia Smith, Fiscal Officer.

ATTENDANCE: Joe & Toni Korleski, Chris Paykoff, Candice Meyers, Joe Pichert, Christopher Hazelet and Chet Heid

PUBLIC COMMENT: Bullard asked if there were any public comments. Chris Paykoff said he had a few things that he wanted the trustees to think about, fire alarm at the township hall, in case there is a fire we don’t lose all our trucks etc., planting some pines in the cemetery to add some color during the winter when trees are dormant, doing upgrades to the township hall, as the carpet is looking bad and the roads garage doors are starting to bow. Bullard thanked the road employees for the great job they did plowing the roads. Candice Meyers with the health department asked if we were receiving the flu update emails that they send out. She gave an update on the number of flu cases in Delaware County. Toni Korleski said it has come to her attention that the BZC has been doing the trustees job regarding extension requests for preliminary development plans. Heid said based upon the zoning resolution the trustees approve preliminary extension requests and the BZC approves final development extension requests. Bullard thanked them for doing it but they should be hearing the preliminary plans. Christopher Hazelet with Fireproof introduced himself and said he could put our meeting minutes, cemetery plots, etc. in electronic form and they have state term pricing.

RESOLUTION 18-01-55 APPROVE THE 1/3/2018 ORGANIZATIONAL MEETING MINUTES AND DISPENSE WITH THE READING

Motion: O’Brien
Second: D’Amico
Vote: Bullard yes, O’Brien yes and D’Amico yes

RESOLUTION 18-01-56 APPROVE THE 1/5/2018 EMERGENCY MEETING MINUTES AND DISPENSE WITH THE READING

Motion: Bullard
Second: O’Brien
Vote: Bullard yes, O’Brien yes and D’Amico abstain

RESOLUTION 18-01-57 APPROVE THE 1/8/2018 REGULAR MEETING MINUTES AND DISPENSE WITH THE READING

Motion: Bullard
Second: O’Brien
Vote: O’Brien yes, D’Amico abstain and Bullard yes

RESOLUTION 18-01-58 APPROVE CLARIFYING IN MOTION RESOLUTION #18-01-53 WHERE WE APPROVED ACCEPTING THE APPLICATION FOR ZONING MODIFICATION, KNOWN AS TIMBERLAKE LIBERTY LLC BZC CASE #17-008 REZONING FOR 3.872 ACRES, WITH MODIFICATIONS AND ADD INCLUDING EXHIBITS 1 THRU 9

Motion: Bullard
Second: O’Brien
Vote: O’Brien yes, D’Amico abstain and Bullard yes

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FISCAL OFFICER ITEMS –

2017 Annual Financial Report – Smith indicated that the annual financial report has been completed, and has been posted on the bulletin boards, sent to the paper and Rippel to post on the website.

Inactive Inventory Items -

RESOLUTION 18-01-59 APPROVE REMOVING THE ITEMS ON THE ASSET CONFIRMATION LIST DATED 1/22/2018 FROM INVENTORY

Motion: O'Brien
Second: Bullard
Vote: D'Amico yes, Bullard yes and O'Brien yes

OTARMA Training Sessions – Smith said she received a list of DVD's that OTARMA has in their resource library and a recommendation from KLA Risk was that we have employees take a harassment course and we have never asked employees do this before. She feels we need to have employees take sexual harassment, bullying and ethics trainings. She is not sure how these work but there are some that give you a certificate after you have completed an online course. O'Brien said it is good to have them sign off that they are aware and have seen them. Bullard said he will work with Irwin to make sure they start on it.

Webhosting Bill - Smith said she received a quote from VOS for webhosting and when she renewed the web address, they gave us one-year free webhosting. Bullard asked D'Amico to check into it.

RESOLUTION 18-01-60 APPROVE UPTO \$320 FOR D'AMICO TO PAY VOS INVOICE FOR WEBHOSTING

Motion: Bullard
Second: O'Brien
Vote: D'Amico yes, Bullard yes and O'Brien yes

OLD BUSINESS –

Appointments: Audit Committee Member, RPC Alternate, Tax Incentive Review Council – Bullard said he did not have anything on audit committee member or tax incentive but asked Joe Korleski if he would be willing to be the RPC alternate. Korleski said he would. O'Brien said he is not sure if the township needs to appoint someone to these committees or just recommend someone. O'Brien to check into it.

RESOLUTION 18-01-61 APPROVE APPOINTING JOE KORLESKI AS RPC ALTERNATE THROUGH MARCH 1, 2019

Motion: O'Brien
Second: Bullard
Vote: Bullard yes, D'Amico yes and O'Brien yes

Benefits for Part-time Employees – Heid said he has asked the trustees to consider giving part-time employees benefits based upon the number of hours that they work such as vacation or sick days. He does not want health insurance. Paykoff said he just wants to be able to take time off when he needs to. In the past, they talked about changing to paid time off. They decided they need to do some research and think about ways to go about doing it.

Hall Rental Form Update – Bullard said he received the updated form Fowler sent to us with a new indemnity clause added. Fowler said we have to be careful as we cannot keep commercial businesses from renting but we can keep them from selling products. They discussed increasing the deposit and Bullard will update the hall rental form and bring it to the next meeting.

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Multi-Family Zoning Fees –Heid said he and D’Amico have not discussed it yet. D’Amico asked Heid to check with Orange Township to see how they do it and they will get together to discuss.

Road Department Pay Range Rates – Bullard said he would discuss this with Irwin.

Rules for Township Vehicles – Bullard said the concern was taking a vehicle home to respond to emergencies for the road department. He said we checked with other townships and no one is doing it because it is considered income and it is an issue. O’Brien said it is a nightmare and he would recommend not allowing it. D’Amico agreed. Smith said they were going to put rules in place incase other township employees wanted to use it. D’Amico asked if employees using their vehicles were reimbursed for mileage and Smith said yes. Bullard said he would put some rules in place.

10-Hour Day Holiday Pay – Bullard said they do not have a recommendation yet but need one before April. O’Brien said he does not know how to handle it but he is not in favor of 10-hour holiday pay. Bullard suggested putting this on the first meeting in March agenda. D’Amico said he was going to ask some people that are working 4 10’s but has not had the chance to.

CEMETERY – Bullard said he has not heard any updates on the Martin case. They discussed the possibility of the land being sold and then the cemetery being turned over to the township. Bullard said the receiver is trying to keep it all together. Bullard said Flaherty has worked on this so we may want to ask him. O’Brien asked if we were getting too many hands in it. D’Amico said he did not mind having help with it and O’Brien said he did not mind working on it as he has an opinion on it. He would also like to involve Liberty Township since a portion of it is in their township.

FIRE DEPARTMENT – O’Brien said he has had a chance to meet with Chief Hall and one of the things they discussed was if we want them always at the trustee meetings. He is comfortable with if they do not have anything on the agenda that if something comes up to have O’Brien talk about it. He hates them to sit here when there is nothing to talk about. If any of the four of us want them to be there, we would let them know to be there. He said some things that need addressing are, the building is leaking, the west entrance is starting to sink and there are cracks in the men’s dormitory and one of the offices. O’Brien asked Pichert to have Hall check into fixing these. He also asked them to run reports on response time so we have a base line and they will be looking at adding additional help so the thought was to run it through Delaware Area Career Center.

ROAD DEPARTMENT - Requisitions –

RESOLUTION 18-01-62 APPROVE \$5,160 TO THE DEXTER COMPANY FOR ONSPOT TIRE CHAIN SYSTEM FOR 2008 INTERNATIONAL AND 2017 PETERBILT

Motion: Bullard
Second: O’Brien
Vote: Bullard yes, O’Brien yes and D’Amico yes

RESOLUTION 18-01-63 APPROVE \$1,017.30 TO THE DEXTER COMPANY FOR CARBIDE SNOWPLOW EDGE & PLOW BOLTS

Motion: Bullard
Second: O’Brien
Vote: O’Brien yes, D’Amico yes and Bullard yes

2018 OPWC Grant – Bullard said we were approved for the Curve Road OPWC Grant.

RESOLUTION 18-01-64 APPROVE HIRING JEFF EVANS AS PART-TIME SNOW PLOW DRIVER AT THE PART-TIME LABOR RATE OF \$14.39 AN HOUR WITH THE IDEA THAT THIS MAY NEED TO BE ADJUSTED. START DATE TO BE DETERMINED BY ROAD SUPERINTENDENT

Motion: Bullard

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Second: O'Brien
Discussion: D'Amico asked if Jeff had his CDL and Paykoff said he did. D'Amico asked if that put him at the higher rate. Bullard said since he is just starting he may have it wrong and they may need to adjust it at the next meeting.
Vote: O'Brien yes, D'Amico yes and Bullard yes

TRUSTEE ITEMS – Bullard said MORPC has a training class on Digitizing Government if anyone is interested.

ZONING DEPARTMENT –

Needed Items – Heid reviewed a list of items that he would like to purchase for his job and the trustees told him to purchase them unless they are over his monthly allowance then he needs to come back with a requisition. D'Amico said there are a lot more signs out than what he wants to see. Heid said during the week they are not there but they are on the weekends. Heid said RCD is on the docket but has does not been scheduled. He also said he has a violator that is running an expanded home business and will be meeting with them next week.

The Greenery Extension Request – Bullard said we need to schedule this but it does not need to be done until May. Bullard suggested we discuss it at the March 26th meeting at 7:30 p.m.

Bullard said he has a meeting with Bob Lamb and suggested that D'Amico meet with him also. He said he wants them to name the 36/37 corridor project. O'Brien said he has already spoken to him.

FUTURE MEETINGS -

- 1/31/18 – 2/2/18 OTA Winter Conference
- 2/12/18 Trustee Meeting
- 2/26/18 Trustee Meeting
- 3/12/18 Trustee Meeting
- 3/16/18 Trustee Meeting
- 4/3/18 State of the County

LATE ITEMS -

RESOLUTION 18-01-65 APPROVE \$3,607.89 TO DELAWARE COUNTY OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT FOR 2018 EMERGENCY MANAGEMENT APPORTIONMENTS

Motion: Bullard
Second: O'Brien
Vote: D'Amico yes, Bullard yes and O'Brien yes

Bullard said there was an article in the paper that there was a hearing regarding the referendum that was filed and it will not be on the ballot.

RESOLUTION 18-01-66 MOTION TO ADJOURN

Motion: Bullard
Second: O'Brien
Vote: D'Amico yes, Bullard yes and O'Brien yes

Meeting adjourned by Chairman Bullard at 9:55 P.M.

Ron Bullard, Trustee

ATTEST: _____
Ken O'Brien, Trustee

Claudia Smith, Fiscal Officer

Tom D'Amico, Trustee