

BERLIN TOWNSHIP TRUSTEES

7:00 p.m. Regular Meeting May 22, 17

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

CALL TO ORDER: Ron Bullard, Trustee Chairman

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Toni Korleski

ROLL CALL: Steve Flaherty, Adam Fleischer, Ron Bullard and Theresa Cannon, Fiscal Officer Assistant.

ATTENDANCE: Joe and Toni Korleski, Sean Miller, Jackie Reynolds, David Denniston, Craig Hall, Candice Meyers, Joe Pichert, Neil Mattison, Dana Mattison, Terry Bullard, John Wickes, Chris Paykoff, Gerre and Brooke Martin

PUBLIC COMMENT: Bullard asked if there was anyone wanting to make public comment. Hearing none he moved on to the next agenda item.

RESOLUTION 17-05-10 APPROVE THE 5/08/2017 MEETING MINUTES AND DISPENSE WITH THE READING

Motion: Flaherty
Second: Fleischer
Vote: Bullard yes and Fleischer yes, Flaherty yes

FISCAL OFFICE:

2018 Budget

Reports will be provided next week. Please review last years and this year's spending to prepare appropriation figures for 2018. Consideration and time should also be spent on the 5 year plan.

OLD BUSINESS:

Cemetery Updates/Columbarium's

Flaherty reported that the company putting together the quote needed a little more information and they should be getting something back soon. He said he also reviewed a catalog for some ideas for what may come.

Road Department Job Description Updates

Bullard said he has the information he just needs to put it into form. He will possibly have it after the zoning.

Updated Website/Hall Rental Calendar

Flaherty said he has talked with Accent regarding working with Cathy to get her started on Gmail and google calendar. He said once he talks with the guy for the website they will be able to bring that calendar over as well.

Cloud Estimate

Flaherty said there really isn't anything to update. We have both Accent and ComputerSmith's estimates. He said he has not seen the data center and doesn't think he needs to. Fleischer commented that Frank from ComputerSmith mentioned he sent another quote and he said he has not seen it. Flaherty said he checked with Cathy and she never received it. All we have is the one dated 2/22/2017. Fleischer said he will send him an email letting him know they are not interested in seeing the data center and they are still waiting for the updated quote. Flaherty commented that ComputerSmith is cheaper and is user friendly for us. He said Accent is an additional \$500 per month and gives us more storage. Bullard agreed.

CEMETERY:

Fairview Cemetery

Flaherty said he was subpoenaed by the County with regards to Fairview. He said a Receivership Representative has been named. He said some of the volunteers who have been mowing and cleaning the cemetery were at the hearing. He said they no longer need

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to maintain it. He said several people have contacted him regarding it being mowed for Memorial Day. He said they also want a Veterans ceremony. He said the Receiver will have to evaluate. He said they did find out they have access to a bunch of records. Hopefully by going through a receivership if we do get the cemetery it will be in better shape. Bullard said there is still the possibility that a 3rd party will buy it. Flaherty said it will go through the court process. He said it is stressful for families with ties to the cemetery. He said he hopes it all goes well. Bullard questioned if they would be able to mow by Monday. Flaherty said he was not sure but hoped so.

Trees Trimmed

Bullard said there is a requisition from the road department to have the trees in the cemetery trimmed. He said we have had this done in the past.

RESOLUTION 17-05-11 APPROVE REQUISITION 170511 TO TIMBERLAND TREE IN THE AMOUNT OF \$12,420.00 FOR TRIMMING THE TREES IN THE CEMETERY

Motion: Flaherty

Second: Fleischer

Discussion: Fleischer asked if that is who was used last time. Bullard said no, but we have used them for other things in the past.

Vote: Fleischer yes, Bullard yes and Flaherty yes

FIRE DEPARTMENT:

Bullard reported there were two requisitions to have the parking lot fixed down at the fire station. He said that since the road department stores salt and drives on the lot they should also contribute to the repairs. He suggested a 50/50 split like they have done in the past.

RESOLUTION 17-05-12 APPROVE REQUISITION 1705010 TO KURGUZ PAVING INC. FOR \$26,949.60 FOR ASPHALT OVERLAY AT THE FIRE HOUSE AMOUNT TO BE PAID BY A 50/50 SPLIT FROM ROAD AND FIRE FUNDS

Motion: Bullard

Second: Fleischer

Discussion: Flaherty asked if other repairs had been handled this way. Hall and Pichert both said they have been split.

Vote: Flaherty yes, Bullard yes, Fleischer yes

RESOLUTION 17-05-13 APPROVE REQUISITION 170509 TO HILLS BLACKTOP INC FOR \$60,000.00 TO RESURFACE FIRE HOUSE PARKING LOT AMOUNT TO BE PAID BY A 50/50 SPLIT BETWEEN ROAD AND FIRE FUNDS

Motion: Bullard

Second: Fleischer

Discussion: Flaherty asked if it included striping. Hall said it did. Bullard said this is 1/2 the cost of what they were thinking they were going to have to spend.

Vote: Fleischer yes, Bullard yes and Flaherty yes

*****7:15 Time Certain Sean Miller with Delaware County EMA*****

Sean Miller from the Delaware County office of Homeland Security and Emergency Management introduced himself. He reviewed the following point paper that covers both the functions and structure of the EMA as well as how they seek to reduce or eliminate impacts from day to day emergencies and large scale disasters through coordination planning, training and exercises.

Delaware County Office of Homeland Security & Emergency Management

Delaware County Emergency Management Point Paper

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Functions and Structure Overview

- Implements four phases of emergency management (preparedness, mitigation, response and recovery)
- Writes Delaware County Emergency Operations Plan (EOP) as required by Ohio Revised Code (ORC) Section 5502 (and supporting plans)
- Aids in preparation for incidents and emergencies through planning and training with public safety partners (fire, law EMS, etc.)
- Administers Delaware County Special Needs Registry
- Owns/coordinates outdoor warning siren activation system
- Administers public safety grants for equipment and training
- Maintains Delaware County Emergency Operations Center for coordinating resources during disasters and special events
- Promotes citizen education and preparedness through public events and speaking engagements
- The Emergency Management Director reports to an Emergency Management Executive Committee as defined in ORD 5502.26, which has representation for cities, villages, townships commissioners, law, fire, etc.
- Delaware County Emergency Management has three full-time staff members and multiple volunteers

Summary: Delaware County Emergency Management seeks to reduce or eliminate impacts from day to day emergencies and large scale disasters through coordination, planning, training and exercises.

Current Funding and Agreement Update Overview

- The per capita amounts of 40 cents for townships, cities and villages and 20 cents for the Delaware County Board of Commissioners were established in 1989
- 60 cents in 1989 would have an equivalent 2017 value of \$1.18 per the Bureau of Labor Statistics
- The 2016 main operating budget consisted of \$102,687.80 in local funding and \$153,309.17 in federal grants or approximately 40% local and 60% federal
- Federal grants have stagnated or decreased
- Proposed new agreement would move away from fixed per capita amounts
- Would move to a population percentage model for increased flexibility
- Each year, the budget would require approval from the Executive Committee and appropriation by the Delaware County Board of Commissioners prior to jurisdictions being invoiced
- The updated agreement would provide flexibility to meet local funding needs as established by the Executive Committee and Director
- **If adopted, Delaware County Board of Commissioners would pay 1/3 of the overall local funding with the remaining 2/3 being funded by cities, townships, villages based on their population's percentage of the overall population- as defined by Delaware County Regional Planning's figures for the preceding year**
- **The Executive Committee has approved the language in this updated agreement**

Miller explained how if an increase would occur Berlin would go from .40 cents per capita (current model) which is a fixed amount to approximately .55. He said in 2016 the population for Berlin Township was 7234 compared to all of Delaware County (minus Columbus and Dublin) was 173,860.

Fleischer said this all sounds wonderful. He asked if the EMA worked with the County Health Department. Miller said yes they have worked on H1N1 and well as vaccination pandemic scenario at the fairgrounds. He said working with them is mutually beneficial. Paykoff asked if this is paid out of the General Fund. Flaherty said yes. It already comes out at the beginning of the year at the current .40. Miller reported in 2017 Berlin paid \$2893.60 and in 2018 with a new rate it would be approximately \$3978.00. Flaherty questioned if the closest siren was at Alum Creek. Miller said yes, at the ODNR site. Flaherty said a complaint he has heard is that residents can't hear it. Miller said they are always looking for ways to improve. He commented that sirens are meant for people

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outside to go inside and seek information. Miller said they have received grants for Ashley where there are low to moderate income areas and grants to tie independent sirens in the Village of Galena and Ostrander. Miller said Sirens are expensive and commented that the Village of Ashley costs were \$25,000. Miller said if you are agreeable to the change he asked the Trustees to adopt a resolution. Bullard asked if he could send them a model resolution. Bullard also commented that we work from a fixed income we don't have variable funding from our residents. Miller said they recognize that and the fact that they are losing money from local government. Miller said he would forward a resolution to the Trustees.

ROAD DEPARTMENT:

Curve Road Pipe Installation

Bullard said they received this estimate from the County Engineer a while ago. He said they have been waiting for a place for the water go. Now that that has been taken care of it is okay to make the repairs.

CURVE ROAD CULVERT REPAIR BY DELAWARE COUNTY ENGINEER 5675.20 MATERIALS, 4058.15 LABOR AND 2543.20 EQUIPMENT.

RESOLUTION 17-05-14 APPROVE \$12,300 TO DELAWARE COUNTY ENGINEER FOR 89-01.21 ESTIMATED COST OF REPAIR OF TWO CULVERTS ALONG CURVE ROAD

Motion: Flaherty

Second: Fleischer

Discussion Hall said Shaw would be working 24 hour shift every 6 days. He said Shaw currently works as a firefighter at Radnor and is an EMT-B with Morrow County EMS.

Vote: Bullard yes, Flaherty yes and Fleischer yes

Bullard reported the 1st mowing of grass is just about completed. He said this puts us ahead of a lot of other jurisdictions. He said mowing should also be completed in the cemetery by Monday. Paykoff said that foundations were poured last week.

FIRE DEPARTMENT:

EMS Rental Renewal

Hall reported that he sent Chief Schuiling the information for renewing the EMS lease that was talked about at the last meeting. He said he has not heard anything back and said he is probably waiting on his Board.

Hall said they talked safety at Arrowheads "camp skeeter" last week. He said about 110 1st graders participate. Hall reminded everyone that "Touch a Truck" is July 22nd.

ZONING DEPARTMENT:

Schedule a meeting for the amendments 17-001 through 17-004 to the Berlin Township Zoning Resolution

Bullard said a meeting will have to be scheduled and thought the only meeting in June would be too early. It was determined that a special meeting should be scheduled.

RESOLUTION 17-05-15 SCHEDULE A SPECIAL MEETING FOR JUNE 26, 2017 at 7:00 P.M. FOR BZC AMENDEMENTS 17-001 TO 17-004 TO THE BERLIN TOWNSHIP ZONING RESOLUTION

Motion: Bullard

Second: Fleischer

Vote: Fleischer yes, Bullard yes and Flaherty yes

TRUSTEE DEPARTMENT:

4-H Group

Bullard wanted to thank the 4-H group for planting flowers around the Township Hall. Flaherty said it looks good.

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Evans Project

Flaherty reported that the Evans Project is in the process of going through approvals with the County. He said Tony Eyerman is trying to get together funding, and economic stimulus for roads. He said there is also talk of a community center/town hall being constructed. He said this building could be used for road and cemetery. Fleischer and Bullard both commented about talking with Bob Lane regarding development along 36/37. Bullard said they are discussing long term strategies.

Bullard recused himself from the Zoning Hearing and turned the meeting over to Steve Flaherty.

*******7:45 Time Certain BZC Case # 17-005 Berlin Manor *******

John Wicks introduced himself and said he would give an overview of the preliminary development plan known as Berlin Manor and consists of 89 acres. He said they are requesting going from FR-1 to R-2 with a PRD overlay. Wicks said they first had an informal meeting in January with zoning and went to Regional Planning on February 23rd and had their zoning hearing on March 28th. Wicks commented about the quality control with this project with a Trustee, Zoning Inspector and Zoning Secretary all abutting the future development.

Wicks said he initially came to the BZC with two plans "A and B". He said "A" was in strict adherence to the zoning plan and "B" came with some variances with a mix of lot sizes. He said some would be .5, .4 and .3 acres. Wicks said the divergences would allow him to be more generous with open space and also makes the buffer around the perimeter closest to existing neighbors bigger. Wicks said the response from the informal meeting helped him decide to go with plan "B". He said this plan has helped them come up with things the existing neighbors are satisfied with. Wicks said there is one entrance on Cheshire Road with stubs going into future developments to the east and north. The development consists of 95 lots. He said two of the existing lots owned by Bullard will continue to use Lackey Old State as access. Wicks discussed the lower elevation and streaming at the back of lots and said they would be redirecting to ponds. Wicks also talked about Peoples wanting to keep water flow into his pond and said they will have discussions with them and County Engineer regarding storm water during the final planning. Wicks said there are currently 3 phases which could go to 4.

Wicks said they asked for 4 divergences.

1. A perimeter setback divergence reduction from 50' to 35' on lots that abut other PRD developments.
2. Rear yard setback reduction from 50' to 35' on all lots abutting open spaces or other lots within the PRD. Side yard setbacks from 20' to 12.5' on all the lots.
3. Minimum lot sizes from 21,780 square feet to 17,424 on 30% of lots, 13,068 square feet on 35% of lots and 35% will have the 21,780 square feet minimum lot area.
4. Minimum lot width reduction from 100' to 95' on 30% of lots, 90% on 35% of lots and 35% of the lots will have the 100' width.

Wicks said they also agreed to 6 conditions.

1. Passive open spaces that will only be mowed 2 times a year in A and F.
2. 35% of all lots will have side load garages.
3. Buffering along the north side of the Lewald, Will and Heid properties will be 90' off lot line.
4. A sewer tap line will be provided to the township.
5. Mounding along the east perimeter will be extended to the north.
6. Two existing driveways will be removed with the final phase of development.

Flaherty reviewed the percentage of lot sizes with Wicks. Fleischer asked what the density was before Bullard joined. Wicks said 1.25 units per acre.

Fleischer asked about the 2 lots not in the HOA. Wicks said that it was permissible in the zoning code and referred to 11.09H1B3. Flaherty asked if PRD was extended over those lots. Wicks said they were. Flaherty asked about the 89 units approved for sewer. Wicks said that was what was submitted from our original letter. He said it is just general and it's not down to that type of science. Fleischer verified that they received a letter with 89 units because that's what you said you originally doing. Wicks said yes. Flaherty asked what size tap will be to the township. Wicks said 6 inch. Flaherty asked if the audience had any comments. Toni Korleski wanted to verify that they were still committed to the bike path on Cheshire Rd. Wicks commented that if it is decided on we will build it. He said as of now it is in the plan. He said he would be happy to provide easement to the township for that use. Flaherty said they would also like the funds that you would have spent on the path. He said

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with Piatt Road extension and the fact that Cheshire Road being a major artery they are looking at it for pathways. Wicks commented that Howard Farms shows the whole frontage with a path. Flaherty said he would still like to see the easement and funds given to the township. Wicks said they would write something up.

**RESOLUTION ACCEPT EXHIBITS 25-29 AND ENTER THEM INTO BZC #
17-05-16 17-005 BERLIN MANOR RECORD**

Motion: Flaherty
Second: Fleischer
Vote: Fleischer yes, Flaherty yes

**RESOLUTION APPROVE APPLICATION BZC #17-005 BERLIN MANOR
17-05-17 WITH ALTERATIONS AND AMENDEMENTS AS APPROVED BY
THE BERLIN ZONING COMMISSION**

Motion: Flaherty
Second: Fleischer
Vote: Fleischer yes, Flaherty yes

Flaherty turned the meeting back over to Trustee Bullard.

Old Business Continued:

Rules for refunding rent for the Township hall

Bullard introduced the following as rules for the refund:

1. A non-profit organization involved with Children’s activities can be refunded their complete rental fee and damage deposit, after the event and the room is fully cleaned. This would include 4-H, Boy Scouts, Girl Scouts, and similar organizations.
2. All groups should pay their full fee when reserving the Hall. A refund of the full rental fee can be requested and approved by the liaison Trustee or the township employee responsible for renting the room. Refunds are to be granted after the room is returned without damage and properly cleaned.
3. Hall rental is for township residents only, thus the organization should have a Berlin Township resident as the responsible party.
4. Any questions can be addressed by the liaison Trustee.

Fleischer questioned non-profit and children’s activities. Bullard said he thought that it was appropriate.

**RESOLUTION ADOPT RULES FOR REFUNDING RENT FOR THE TOWNSHIP
17-05-18 HALL**

Motion: Bullard
Second: Fleischer
Vote: Flaherty yes, Fleischer yes and Bullard yes

FUTURE MEETINGS

- 6/12/2017- Trustee Meeting
- 6/26/2017- Special Trustee Meeting

LATE ITEMS

Flaherty reported that a Veterans and Color Guard group wanted to prepare a ceremony for Memorial Day at Fairview Cemetery. He asked if the Receiver won’t allow or has not approved this would it be okay to have it here at our cemetery. Bullard said he thought that would be fine. He asked where? Flaherty said probably in the open space or near the back. He said this is a tribute to all veterans. Flaherty said he thought it would be a courteous thing to do and wanted to make the board aware.

Bullard said he had a call from a resident regarding speeding on Hollenback Road east of Old State. The speed limit there is 40 mph until you are in the park.

Bullard commented on the Township Clean-up day. He said there was one bin of metal and about 1 and ½ bins of trash. He said he just participated at one in Michigan and they used a packing truck. He said they may want to consider this for next year. He also said that the amount of trash being dropped off has really declined with the curb side service where

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almost everything is picked up. Flaherty said another possibility for next year is just providing vouchers. Bullard said Kingston has gone to this. Bullard also said it was a really nice day and people have other things to do.

Flaherty said with the repairs to Cathy's computer and the camera they have exceeded their monthly spending allowance in zoning. He said the trouble shooting for the camera had to be done in order to print pictures.

**RESOLUTION APPROVE INVOICE 55248 TO COMPUTERSMITH FOR \$125.00
17-05-19 FOR EMERGENCY REPAIR**

Motion: Fleischer
Second: Flaherty
Vote: Bullard yes, Fleischer yes and Flaherty yes

Bullard recognized this month as being Prostate Awareness Month. He wanted to let residents know they are supportive of it.

**RESOLUTION MOTION TO ADJOURN
17-05-20**

Motion: Flaherty
Second: Bullard
Vote: Fleischer yes, Bullard yes and Flaherty yes

Meeting adjourned by Chairman Bullard at 8:40 p.m.

Steve Flaherty, Trustee

ATTEST:

Adam Fleischer, Trustee

Theresa Cannon, F.O. Assistant

Ronald W. Bullard, Trustee