

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Trustee Meeting

April 23,

18

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

CALL TO ORDER: Ken O'Brien Trustee Vice Chairman

PLEDGE OF ALLEGIANCE: Ken O'Brien led the Pledge of Allegiance

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

ATTENDANCE: Barb Sherman, Joe Pichert, Craig Hall, Larry Buell & Dustin Kent

PUBLIC COMMENT: O'Brien asked if there was any public comment hearing none they Moved to the next item on the agenda.

Approval of Minutes –

RESOLUTION 18-04-18 APPROVE THE 3/26/2018 REGULAR MEETING MINUTES AND DISPENSE WITH THE READING

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

RESOLUTION 18-04-19 APPROVE THE 4/2/2018 SPECIAL MEETING MINUTES AND DISPENSE WITH THE READING

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

RESOLUTION 18-04-20 APPROVE THE 4/2/2018 SPRING ROADS MEETING MINUTES AND DISPENSE WITH THE READING

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

RESOLUTION 18-04-21 APPROVE THE 4/9/2018 REGULAR MEETING MINUTES AND DISPENSE WITH THE READING

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

**OLD BUSINESS –
Alpha Dog Quote –**

RESOLUTION 18-04-22 APPROVE \$213.75 TO ALPHA DOG FOR WEBSITE UPDATES

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

VOS Invoice – Smith said she received four months' worth of invoices for connection licenses, etc. that she did not get last year. When she asked about it, she was told that the trustees approved it but they would have Frank get in contact with us. Smith said Flaherty handled it all last year and O'Brien asked D'Amico to check with him.

Cemetery Updates – Buell said they meet with the landscapers a couple weeks ago and he has not heard back. He is concerned as they only have a 70-foot space and he thinks they are figuring for 80 feet. D'Amico said we could shrink the landscape plans down. D'Amico will get in touch with Flaherty.

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Fairview Cemetery – O’Brien said the filings were done today.

Multi-Family Zoning Fees – D’Amico said he is still working on this.

Township Hall Updates Lighting Quotes – D’Amico said they received three quotes for the lighting but they are not comparing apples to apples. He wants to get more details.

K 9 Companion – D’Amico said they are working with the prosecutor.

FISCAL OFFICER ITEMS –

March Bank Statement & Electronic Payments – Signed by the trustees.

OPWC Nomination –

RESOLUTION 18-04-23 APPROVE THE BERLIN TOWNSHIP TRUSTEES NOMINATE RON BULLARD FOR OPWC DISTRICT 17 INTEGRATING COMMITTEE MEMBER AND NO OTHER CANDIDATES

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

Color Copier – Smith said over the past few years the zoning office was going through a lot of ink copying colored items so they discussed getting a color copier. At the time, it was decided that it would be more expensive. The representative contacted Smith with a new proposal that would be \$20 more a month but included more copies a month than what they currently have. She said we have been going over our monthly quota and then once a year pay the overage. This copier may be cheaper than what we are currently paying but it does extend our contract for four years.

RESOLUTION 18-04-24 APPROVE UPGRADING CURRENT COPIER TO A COLOR COPIER PER QUOTE FROM MT BUSINESS TECHNOLOGIES AT \$222 A MONTH

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

Potem Software Renewal –

RESOLUTION 18-04-25 APPROVE \$1,240 TO POTE M SOFTWARE FOR ANNUAL SUPPORT AND MAINTENANCE AND USER LICENSES OF CEMETERY SOFTWARE

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

RESOLUTION 18-04-26 APPROVE \$750 TO ACCENT FOR YEARLY MAINTENANCE OF PHONE SYSTEM

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

CEMETERY – Nothing new

FIRE DEPARTMENT –

Requisitions – Pichert said they received a \$1,000 scholarship through Ohio Insurance for this training, which is a six-month course.

RESOLUTION 18-04-27 APPROVE \$2,640 TO BOWLING GREEN STATE UNIVERSITY FOR RESCUE TECHNICIAN CERTIFICATIONS FOR CAPTAIN BROWN

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

RESOLUTION 18-04-28 APPROVE \$900 TO PRECISION TIRE & ALIGNMENT FOR REPAIRS TO REAR SUSPENSION ON 2010 FORD EXPEDITION

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

RESOLUTION 18-04-29 APPROVE \$2,242.80 TO FOREMOST PROMOTIONS FOR FIRE PREVENTION SUPPLIES FOR 2018

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

RESOLUTION 18-04-30 APPROVE \$25,320 TO MOUNT CARMEL OCCUPATIONAL HEALTH FOR ANNUAL MEDICAL EXAMS FOR FIRE FIGHTERS

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

RESOLUTION 18-04-31 APPROVE \$3,528 TO EMERGENCY REPORTING FOR FIRE DEPARTMENT SOFTWARE FOR ONE YEAR

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

Rehire McFarland – O'Brien asked if he was a retire rehire and was told he was not.

RESOLUTION 18-04-32 APPROVE REHIRING MCFARLAND AS PART-TIME FIREFIGHTER AT \$13.62 AN HOUR EFFECTIVE APRIL 23, 2018 PER THE RECOMMENDATION OF THE FIRE CHIEF

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

Hiring Full-time Fire Fighters – Chief Hall said if the approve them they have to pass the OP & F physical before we can hire them.

RESOLUTION 18-04-33 APPROVE ALLOWING AND PAYING FOR SWANSON, COOK AND HAUSFELD TO TAKE OP & F PHYSICAL

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

Chief Hall said they received a letter from a resident dated march 5, 2018 and O'Brien read it into the record:

“I am so thankful for the firemen, Hall, Brown, and Kirby, that came to my house. I appreciate all of you and am glad I still have a house.” Elinor Loos, Sherman Road.

ROAD DEPARTMENT – 2018 Road Contract –

RESOLUTION 18-04-34 APPROVE THE 2018 ROAD IMPROVEMENT CONTRACT WITH THE SHELLY CO PER THE DELAWARE COUNTY ENGINEERS BID FOR \$63,628.80

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

Requisitions –

RESOLUTION 18-04-35 APPROVE \$1,800 TO THE DEXTER COMPANY TO REBUILD HYDRAULIC CYLINDER FOR 2007 INTERNATIONAL TRUCK

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

RESOLUTION 18-04-36 APPROVE \$5,700 TO MILEY EXCAVATING FOR ROAD IMPROVEMENTS TO TANK TOWN ROAD

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

RESOLUTION 18-04-37 APPROVE \$2,100 TO MILEY EXCAVATING FOR DITCH CLEANING AND CULVERT REPLACEMENT ON DALE FORD RD

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

TRUSTEE ITEMS – Nothing

ZONING DEPARTMENT –

Smith said she received an application for the open BZA position and they decided to interview them at the May 29, 2018 meeting.

RESOLUTION 18-04-38 APPROVE ACCEPTING RESIGNATION FROM CHET HEID, WITH REGRET

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

RESOLUTION 18-04-39 APPROVE ADVERTISING FOR PART-TIME ZONING INSPECTOR IN THE DELAWARE GAZETTE, TOWNSHIP WEBSITE, FACEBOOK PAGE AND SIGN

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

RESOLUTION 18-04-40 APPROVE ADVERTISING FOR FULL-TIME ROAD MAINTENANCE WORKER IN THE DELAWARE GAZETTE UPTO 5 DAYS, TOWNSHIP WEBSITE, FACEBOOK PAGE AND SIGN

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

FUTURE MEETINGS –

5/5/18 Clean-up Day
5/14/18 Mandatory Training for Employees
5/14/18 Trustee Meeting
5/28/18 Trustee Meeting

LATE ITEMS –

RESOLUTION 18-04-41 APPROVE \$1,109 TO CAREWORKS FOR WORKERS

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18-04-41 COMPENSATION GROUP RATING PROGRAM

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

**RESOLUTION MOTION TO ADJOURN
18-04-42**

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

Meeting adjourned by Vice Chairman O'Brien at 8:30 P.M.

ABSENT

Ron Bullard, Trustee

ATTEST:

Ken O'Brien, Trustee

Claudia Smith, Fiscal Officer

Tom D'Amico, Trustee