

BERLIN TOWNSHIP TRUSTEES

7:00 p.m. Trustee Meeting January 28, 19

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

CALL TO ORDER: Ken O'Brien, Trustee Chairman

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

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

ATTENDANCE: Connie Klema, Scott Belcastro, Scott McAfee, John Oney, Ryan Badger and Ryan Rivers

PUBLIC COMMENT: O'Brien asked if there were any public comments.

Scott Belcastro with Trebel said the contract with them was still in the works and he would stop by and pick it up when it was ready. He said they had a good year in 2018 and had 26 new programs that they have taken over or taken to the ballot. He said they set the second lowest rate in the AEP market for a group of townships that they put together. They carefully watch the market, they plan carefully and execute well, so their process is working. He said he would be back next month so go over the renewals.

RESOLUTION 19-01-47 APPROVE THE 1/24/2019 REGULAR MEETING MINUTES AND DISPENSE WITH THE READING

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

Old Business –

Cemetery Rules & Ossuarium Pricing – Bullard asked that we skip this until Mark Fowler gets here.

Employee Handbook Updates – O'Brien said he is not happy, as he has asked for a copy of the handbook that we can open and he has not received it. Smith said she processed the check to pay them and asked if they wanted her to hold on to it. O'Brien said he would and asked if she would call and ask them for it.

Fairview Cemetery Updates – O'Brien said he received a call from our attorney who said it was going as well as it could be and there is another hearing on the February 22nd.

Mowing RFP – Bullard said we received two quotes and the lowest one was by Pony Lawncare who did the mowing last year. He asked that they review them and make a decision at the February 25th meeting.

The Cloud Updates – Bullard said he spoke with Ray Armstrong and they decided to get together in March for an update. O'Brien said he spoke with Bob Lamb and will meet with him on Monday. Bullard said we are looking for a Cloud on the 36/37 corridor and the areas that make sense and have a set of easy NICS codes. O'Brien said his concern is that they have some architectural standards.

Trebel Contract – Bullard asked Fowler if he had approved the contract and he said it was okay.

RESOLUTION 19-01-48 APPROVE AND ADOPT ENERGY CONSULTING AND MANAGEMENT AGREEMENT WITH TREBEL, LLC. AS REVIEWED BY THE DELAWARE COUNTY PROSECUTOR'S OFFICE

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

BERLIN TOWNSHIP TRUSTEES

7:00 p.m.

Trustee Meeting

January 28,

19

*******7:15 P.M. TIME CERTAIN*** BZC 18-002 AAT PROPERTIES LTD*****

O'Brien called back to order the hearing on BZC 18-002 from the hearing that began on January 14, 2019. John Oney, architect of the project, presented layout of the property which is located at the corner of Hyatts Road and Route 23. It consisted of two partials with the Old Hyatts Road running through them, which he said will be abandoned. O'Brien asked if the commissioners have vacated the road and Oney said yes as it serves the two houses and there is no access to Route 23. The two houses will be demolished and the road will be vacated. He stated that the sanitary plans are out for bids so they would not be able to start until that has been completed which should be next year. Their plan is for a Planned Commercial Development with access to Hyatts Road. It will have mixed uses such as retail and restaurants.

D'Amico was under the impression that they were not to approve a plan conditionally and yet they don't have sewer yet. Connie Klema said they could provide letters stating that they have been working with the sanitary department stating they will be going through their site. Bullard said they have a lot of businesses that are furniture stores, auto parts stores and restaurants listed in their NICS codes, that will have 18-wheelers going in making deliveries and asked how they would get around the parking lot. He would like to see the NICS codes looked at carefully. His other concern was that they show one piece of property but right not it is divided with the road-right-of-way through the middle of it. They say that the road is going to be vacated but he does not see anything in there from anyone that holds that road-right-of-way saying that they are willing to vacate the right-of-way and asked if they had something from the county commissioners saying that they would vacate it. They said they did not have anything from the commissioners yet but they do have correspondence from the county. Bullard said that road is on our road inventory and we plow the snow on it and we are getting paid by the state for that road. It will have to be vacated in order for you to be able to proceed with the development. O'Brien was concerned that there was only one entrance/exit.

The applicant requested that the hearing be continued until the next meeting, which gives them time to work on the truck radius and/or updating the NICS codes and get something from the commissioners regarding vacating the road that runs through their property. Bullard said he will not be at the next meeting. O'Brien said he is opposed to the digital sign.

RESOLUTION 19-01-49 APPROVE CONTINUING HEARING FOR BZC 18-002 AAT PROPERTIES LTD. UNTIL FEBRUARY 25, 2019 AT 7:15 P.M. AT 3271CHESHIRE ROAD, DELAWARE, OH PER THE APPLICANTS REQUEST

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

Credit Card Policy – O'Brien asked Smith if she had decided on which policy she was happy with. She said she has but an article in the Ohio Township magazine said if you pick the second option, which is the one she proposes, that if you don't have limited home rule she needs to present to the trustees details from the previous months credit card transactions, then the chairperson must sign an attestation stating that the board reviewed the credit card transaction details. Her question is whether this is done before the check is written or when they sign the check is that the same thing. Fowler said he does not think it matters; you can do it either way. She explained the way she handles it now and asked if she had to have a resolution to approve payment of it. Fowler said you might as well.

RESOLUTION 19-01-50 APPROVE BERLIN TOWNSHIP, DELAWARE COUNTY, OHIO, ADOPTION OF CREDIT CARD ACCOUNT POLICY AS PROVIDED BY THE DELAWARE COUNTY PROSECUTOR'S OFFICE

PREAMBLE

BERLIN TOWNSHIP TRUSTEES

7:00 p.m. Trustee Meeting January 28, 19

WHEREAS, R.C. § 505.64 requires a township a) that held a credit card account on November 2, 2018 to adopt a written policy for the use of credit card accounts on or before February 2, 2019 or b) adopt a written policy before first holding a credit card account.

RESOLUTION

NOW THEREFORE, BE IT RESOLVED:

- A. The Board of Berlin Township Trustees, Delaware County, Ohio (“Board”), pursuant to R.C. § 505.64, adopts the Credit Card Account Policy attached hereto as Exhibit 1 (“Policy”). Such Policy is consistent with the above referenced Revised Code section.
- B. This Policy supersedes any previously issued credit card account or use policy or other policy or writing regarding the use of Credit Cards.
- C. All formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board and all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including R.C. § 121.22.
- D. This Resolution and the Policy shall be in full force and effect immediately upon adoption.

Authorized expenses are as follows:

No single transaction on a Credit Card Account may exceed \$2,000.00. The single transaction limit shall not exceed any limit established by the Board pursuant to R.C. § 507.11 (See Art. 1, Sec. 2(B)).

Voted on and signed this 28th day of January 2019 in Delaware County, Ohio.

APPROVED AND ADOPTED THIS 28th DAY OF January 2019 BY:

**BOARD OF BERLIN TOWNSHIP TRUSTEES
DELAWARE COUNTY, OHIO**

Ken O’Brien	Trustee
Tom D’Amico	Trustee
Ron Bullard	Trustee

Berlin Township Hall
3271 Cheshire Rd
Delaware, Ohio 43015

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

Fiscal Officer Items -

10 K Run Permit – Ryan Rivers said he is helping with a 10K run on September 29, 2019 which starts at the beach area. This is the first time the county is using this form, all parties have looked at the map of the route and signed off on it. You are the last party to sign off on it stating that you know what is going on with the event. He stated there are no road closures and it is not during peak hours. Everything starts and finishes at the beach and the run is on all county roads.

RESOLUTION 19-01-51	APPROVE THE DELAWAR COUNTY ENGINEER’S OFFICE APPLICATION FOR SPECIAL EVENTS FOR THE CELEBRATE COMMUNITY EVENT DATED SEPTEMBER 29, 2019 FROM 8 A.M. TO 11:30 A.M. PER THEIR APPLICATION
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Motion: Bullard

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

Cemetery Rules & Ossuarium Pricing – Bullard asked Fowler if he had these and he said he would have them for the net meeting.

Set Hearing Date for The Villas of Old Harbor –

**RESOLUTION APPROVE ACCEPTING APPLICATION FOR THE VILLAS OF
19-01-52 OLD HARBOR BZC CASE 18-001**

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

**RESOLUTION APPROVE SETTING HEARING DATE FOR THE VILLAS OF OLD
19-01-53 HARBOR BZC 18-001 FOR FEBRUARY 25, 2019 AT 8:00 P.M.
AT 3271 CHESHIRE RD, DELAWARE, OH 43015**

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

Cemetery – Bullard asked D’Amico if he ordered any of the urns and D’Amico said he had not so Bullard said he would. He told Buell not to sell any until they get the rules.

Fire Department – O’Brien said things are going fine.

Road Department – D’Amico said there is a salt shortage and Bullard said Irwin said they got some salt and grit mixture. Bullard said the contract with StewCare for snowplowing was working out good. Bullard said Roger Glenn was getting us a quote on connecting to the sewer.

Trustee Items – O’Brien said he plans on going to the health district meeting on March 14, 2019.

Zoning Department – D’Amico said he noticed a few things that he has discussed with the zoning inspector.

Future Meetings –

- 2/11/19 Trustee Meeting
- 2/25/19 Trustee Meeting
- 3/11/19 Trustee Meeting
- 3/14/19 Health Department Meeting
- 3/25/19 Trustee Meeting

Late Items – Nothing.

**RESOLUTION MOTION TO ADJOURN
19-01-54**

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

Meeting adjourned by Chairman O’Brien at 9:35 P.m.

Ken O’Brien, Trustee

ATTEST: _____
Tom D’Amico, Trustee

Claudia Smith, Fiscal Officer

Ron Bullard, Trustee