

**BERLIN TOWNSHIP TRUSTEES**

**7:00 p.m. Trustee Meeting October 14, 19**

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

**CALL TO ORDER:** Ken O'Brien, Trustee Chairman

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

**ROLL CALL:** Ken O'Brien, Tom D'Amico, Ron Bullard and Claudia Smith, Fiscal Officer, Theresa Taylor, Fiscal Officer Assistant

**ATTENDANCE:** Rick Gemienhardt, Doug Riedel, Jasper Christopher, Craig Hall Joe Pichert, Larry Buell, Chris Paykoff and Attorney Riepenhoff

**PUBLIC COMMENT:** O'Brien asked if there were any public comments. Rick Gemienhardt had the following to say, "Since the newsletter went out in the spring of 2018, actions taken by this board, with Ron in particular, have run contrary to the spirit and intent of its original message. Tom, I absolve you at this time, as I have found no objectionable actions of yours that I can point to. Why do I say this? Because open, spirited debate that Tom and I encouraged has run foul to hidden agendas and self-serving interests. Not all inclusive but three case points of support: (1) On July 9, 2018 the minutes clearly reflect Ron advocating and supporting a rarely used, obscure re-zoning process that essentially takes away a citizen's right to referendum on all future land use changes along Route 36/37. This "Floating a Cloud" concept is controversial and has only been deployed once in Berlin Township history and it was on +/- 50 acres at Cheshire Village to assist property owners with light, signs and advertising. (2) Further at a trustee meeting 6 weeks later it was noted and abundantly made clear by the county prosecutor that Ron should not use a beneficiary land owner in your co-authoring effort of writing texts and creating cloud maps. (3) Equally if not more disheartening is the continuance of Ron running solo and independent of this board by conducting private business meetings with county officials, without resolution or board approval it was noted in the April 8, 2019 minutes. Ron, this mystifying and overzealous behavior of writing text and creating zoning maps outside the public purview is not healthy nor is it in the best interest of the township. Taking (1) referendum rights away, (2) creating districts with 14 units per acre apartments, (3) giving up township property tax revenue through support of abatements, (4) pushing incompatible land uses amongst residents situated in the most rural parts of our township are actions that are not protecting residents property values and lifestyles they have become accustomed to. I cede the floor for a trustee response".

O'Brien stated that they were in a time crunch as the townships attorney was coming in and they could respond during the zoning portion of the meeting. Gemienhardt questioned if they were going to allow him his final comment. O'Brien said he could come back at another meeting for another 3 minutes. O'Brien then asked if there were any other public comments and hearing none they moved on to the next item on the agenda.

**Approval of Minutes –**

**RESOLUTION 19-10-01 APPROVE THE 9/23/19 REGULAR MEETING MINUTES AND DISPENSE WITH THE READING**

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

**Old Business –**

**Fairview Cemetery –** O'Brien said he did receive a call from the attorney stating they would be doing verbal arguments at the district court. The attorney also stated that he was confused by the receiver saying that the other parcel did not have access as Connor Lane does run right into it and made the judge aware of this. Smith stated attorney Chris Rinehart's bill has gone over the allotment amount and will need another resolution.

**RESOLUTION 19-10-02 APPROVE AN ADDITIONAL \$15,000 TO RINEHART LEGAL SERVICES LIMITED FOR THE PURPOSE OF FAIRVIEW CEMETARY LEGAL CONCERNS**

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

**Mound on 3 B's and K Road** – O'Brien asked Riedel if the mound is the townships responsibility and Riedel said no that it will be the HOA's responsibility as it is contained in Lot #1361 which is clearly stated on the plat.

O'Brien questioned if the new portion of Piatt Road is the townships and Riedel confirmed it was. O'Brien had concerns with the parking by the ball fields of Cheshire Elementary school when there are baseball games going on as they are 'jumping' the curb to park. He asked for "No Parking" signs and Riedel said he will get them. Riedel said the plans for Piatt Road are in the Delaware County Engineers office and he is going to try to expedite them so the board can start the process of acquiring the right-of-way sometime in the first quarter of 2020. Riedel also talked about curve signs. There are federal requirements requiring all county and townships to update their curve signs by the end of 2019 for roads that have more than 1,000 cars per day. They had a consultant go out and study the curves on the township roads as to what signs are needed and now have a plan that show what and where the signs need to be placed. They are letting the township know they are ready for contractors to bid on installing the signs and have given the township what the estimates are so it may be added to the 2020 budget.

Construction of ADA ramps within neighborhoods has started and will be done by November 1<sup>st</sup>. O'Brien asked if county inspects them and Riedel confirmed they do.

Bullard asked when the Piatt Road meeting should occur and Riedel suggested when the final right of way plans are done. Riedel feels as if they won't be done by the end of 2019.

Bullard received a call from Tony Eiermann with a concern about moving North Road into the Evans Farm portion of the project which will take around 20 lots from where they were and make them where they would have to be moved to another part of the development. O'Brien questioned if it would be considered a major change and if so they would have to come back to the township for discussion.

As of September 2019, the Delaware County Commissioners approved a revised formula for the OPWC grant enhancement program. The new program will revise the County's matching contribution from a 1:1 match to a 3:1 match, up to a maximum contribution from Delaware County of \$150,000. For example, under the old formula, if a township provided \$50,000 towards a project, the County would contribute \$50,000. Under the new formula, the County's contribution would now be \$150,000. The same 3:1 matching grant would apply for smaller amounts (for example, Township Contribution =\$15,000; County Contribution = \$45,000). This matching grant formula is effective for immediately.

**RESOLUTION 19-10-03 RECESS TO EXECUTIVE SESSSION PURSUANT TO ORC 121.22(G) (1 AND 4) TO DISCUSS THE COMPENSATION OF PUBLIC EMPLOYEES AND PREPARE FOR SESSIONS WITH PUBLIC EMPLOYEES CONCERNING THE COMPENSATION IN TERMS AND CONDITIONS OF EMPLOYMENT AND TO RECEIVE LEGAL ADVISE-THREE TRUSTEES, FISCAL OFFICER, FISCAL OFFICER ASSISTANT, ATTORNEY RIEPENHOFF, FIRE CHIEF AND ASSISTANT FIRE CHIEF TO ATTEND – 7:53 P.M.**

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

**RESOLUTION 19-10-04 MOTION TO RETURN TO REGULAR SESSION 8:50 P.M.**

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

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O'Brien "We met in executive session and no decisions were made and no actions were taken".

**Fire Department-**

**Union Contract** - O'Brien stated based on executive session he feels a motion would be appropriate.

**RESOLUTION  
19-10-05**

**MOTION TO AUTHORIZE DAVID A. RIEPENHOFF AND FISHEL DOWNEY ALBRECHT & RIEPENHOFF LLP TO APPEAR AS COUNSEL FOR BERLIN TOWNSHIP IN SERB NO. 2019 REP-09-0092, AND FILE A PETITION FOR REPRESENTATION ELECTION AND REPRESENT THE INTERSTS OF THE TOWNSHIP. THE ATTORNEYS ARE AUTHORIZED TO FILE A NOTICE OF APPEARANCE IN SUBSEQUENT COLLECTIVE BARGAINING NEGOTIATIONS IF AN EXCLUSIVE REPRESENTITIVE IS CERTIFIED. ATTORNEYS WILL CHARGE THE TOWNSHIP THE HOURLY RATE CURRENTLY CHARGED UNDER THEIR EXISITING ENGAGEMENT AND THEIR FEES FOR REPRESENTATION IN THESE MATTERS SHALL NOT EXCEED \$25, 000. THIS RESOLUTION IS EFFECTIVE THROUGH DECEMBER 31, 2020.**

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

**Fiscal Officer Items-**

**September bank statement and electronic payments-** Trustees signed the September 2019 bank statements and electronic payment list.

**Burnham & Flower Insurance-** Smith said she Burnham and Flower now offers health insurance and will request a quote to see if they are cheaper than what they are using now.

**OTARMA Bond/Faithful Performance Coverage-** They provide the township with required coverage for your new/reelected trustee, fiscal officer, assistant fiscal office, zoning inspector, road superintendent, and constable. Smith will check to see how much it will cost.

**RESOLUTION APPROVE OTARMA BOND/FAITHFUL PERFORMANCE COVERAGE  
19-10-06**

WHEREAS, Berlin Township, Delaware County is a member of the Ohio

Township Association Risk Management Authority (OTARMA), a political subdivision risk pool established pursuant to Ohio Revised Code hereinafter "ORC," 2744.081;

WHEREAS, House Bill 291 was signed into law on December 20, 2018 and became effective March 20, 2019; authorizes the use of an, "employee dishonesty and faithful performance of duty policy," instead of individual surety bonds, for trustees, employees, and appointees who are otherwise required by law to acquire a bond before entering upon the discharge of duties; and

WHEREAS, in accordance with ORC 3.061, the township must adopt a policy by resolution to allow the use of an "employee dishonesty and faithful performance of duty" coverage document, rather than a surety bond, to cover loss by fraudulent or dishonest actions of employees and failure of employees to faithfully perform duties; the following shall apply to the policy:

An officer, employee, or appointee shall be considered qualified to hold the office or employment, without acquiring a bond, on the date the oath of office is taken, certified, and filed as required by law.

- 1. An officer, employee, or appointee shall have the employee dishonesty and faithful performance of duty policy in effect before the individual's term of office or employment and the

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officer, employee or appointee shall not commence the discharge of duties until coverage is documented.

2. All officers, employees, or appointees who would otherwise be required to file a bond before commencing the discharge of duties shall be covered by and are subject to the employee dishonesty and faithful performance of duty policy instead of a surety bond requirement.

3. The coverage amount for an officer, employee, or appointee under an employee dishonesty and faithful performance of duty policy shall be equal to or greater than the maximum amount of the bond otherwise required by law.

4. Elected officials, prior to taking the oath of office and holding office, shall obtain approval of the intent to use the township's OTARMA coverage agreement and affirm that the township's coverage complies with ORC 3.061. Said approval County.

WHEREAS, County's, "employee dishonesty and faithful performance of duty policy" through the OTARMA coverage document complies with ORC 3.061: and

NOW, THEREFORE, BE IT RESOLVED, that on this date 14th, the Berlin Township, Delaware County hereby authorizes the township to purchase and use "employee dishonesty and faithful performance of duty policy" through OTARMA instead of individual surety bonds for officers, employees, and appointees who are otherwise required by law to acquire a bond before entering upon the discharge of duties.

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

**Committee Members for Organizational Meeting-** Smith will give the 2020 organizational meeting information to the trustees so they may work on the committees before the meeting in December. Bullard asked Smith for a list of all openings that need to be filled be given to the trustees.

Smith received a check from United Health for around \$900.00 for 2018 medical loss rebate which she put into the general fund. She had someone question where their portion of the check is so Smith asked what the trustees wanted done with the check. O'Brien asked for the directions of 'Ways an employer can distribute the rebate check'. Smith will follow up.

**Internet-** Discussion on replacement of battery backup. Bullard suggested replacing it so there are no laps in time between losing power and the generator coming on.

**RESOLUTION 19-10-07 APPROVE AND APPROPRIATE UP TO \$500 FOR REPLACING THE BATTERY BACKUP FOR THE SOFTWARE NETWORK**

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

**RESOLUTION 19-10-08 APPROVE UP TO \$2,000 FOR POSTAGE AND PRINTING AND ANY OTHER EXPENSES ASSOCIATED WITH PUBLISHING AND DISTRIBUTING THE TOWNSHIP NEWSLETTER AND ASSIGN RON BULLARD TO BE INVOLVED IN MAKING ANY DECISIONS ASSOCIATED WITH DECIDING ON VENDORS OR ANY WITH DISTRIBUTING THE NEWSLETTER**

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

**RESOLUTION MOTION TO APPOINT TRUSTEE O'BRIEN AS THE LIAISON OF**

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**19-10-09**

**THE BOARD OF TRUSTEES TO AUTHORIZE ACTIONS OF THE BOARD'S LEGAL COUNSEL IN SERB 2019-REP-09-0092 AND REPORT THOSE ACTIONS TO THE BOARD OF TRUSTEES AFTER THEY OCCUR**

Motion: Bullard

Second: O'Brien

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

**Employee Handbook Updates-** Attorney Riepenhoff highlighted a few topics in the handbook that included chain of command for township employees, vacation/comp time, and holiday chart for the firefighters. Smith said it was discussed that vacation time is given annually on the employee's anniversary date and is not accrual time. To help those employees that are hired full-time after September 30<sup>th</sup> they may carry over 120 hours instead of the 80 hours that are allotted for carry over for those hired before September 30<sup>th</sup>. She suggested that this needs to be added to the handbook. Riepenhoff said he would add it. Bullard questioned that if an employee works more than 80 hours in a two-week period can they accrue more than 3 hours vacation time. Riepenhoff says it clearly states that 3 hours is the max accrual time allowed for an 80+ hour and it is bi-weekly. It was discussed if a full-time employee is involuntarily put back to part-time then they shall have half of that time while employed part-time counted as seniority. O'Brien asked that since we are adopting a smoke free policy does it apply to those that are not employees and how we would enforce it should the situation occur. Riepenhoff suggested to give them a notification and then to call the authorities. Riepenhoff discussed the new hire tobacco free/nicotine free policy. The first barrier will be that on the new hire job application there is specific statement that the employee would have to read and agree to that states they understand the rules and consequences of the tobacco free/nicotine free policy. Then they would be subject to a pre-hire drug/nicotine test. In regards to reasonable suspicion, testing for those that are hired on or after December 1<sup>st</sup>, 2019 if a supervisor has a firsthand observation or information from a reliable person with knowledge or corroborating evidence of tobacco/nicotine use may be grounds for testing. For those employees hired before December 1<sup>st</sup>, 2019 they are encouraged to cease usage of tobacco products using resources available to them.

**RESOLUTION  
19-10-10**

**APPROVE RESOLUTION AS PRINTED FOR ADOPTING  
BERLIN TOWNSHIP JOB DESCRIPTIONS**

**WHEREAS,** Berlin Township has implemented Employee Job Descriptions, which from time-to-time are updated or amended; and

**WHEREAS,** It is necessary to periodically update these Job Descriptions;

**RESOLUTION**

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Berlin Township, Delaware County, Ohio (the "Board") that the following Berlin Township Job Descriptions, attached hereto, are hereby approved and adopted. These Job Descriptions will replace the descriptions in effect for the respective positions prior to the adoption of this Resolution:

- Road Laborer I, Laborer I – New Hire and Laborer
- Road Laborer II, Laborer II – New Hire
- Road Superintendent

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- Building Services/Custodian
- Cemetery Sexton
- Cemetery Clerical
- Cemetery Sexton Assistant
- Zoning Secretary/Administrative Assistant
- Zoning Inspector
- Fire Chief
- Assistant Chief
- Fire Captain
- Lieutenant
- Fire Safety Inspector
- Firefighter

**BE IT FURTHER RESOLVED**, each current Township Employee will be provided their respective Job Description and be required to abide by it and sign acknowledging receipt of the same. Each signed Acknowledgement will be provided to the Fiscal Officer for inclusion into each respective employee’s personnel file.

This **Resolution** shall take effect and be in force from the date of its adoption.

**Approved and Adopted:** October 14, 2019 \_\_\_\_\_

	“yes”
	“yes”
	“yes”

APPROVED:

\_\_\_\_\_  
Fiscal Officer

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

Pichert brought up a language issue/disagreement with the firefighters sick leave policy. The first being that 53 hour work week employees should accrue 12 hours of sick leave per 14 day pay period and the second being that those that work 53 hours in a pay period should not have a cap on their sick leave where the handbook caps it at 480 hours. O’Brien asked what the current statute is for accumulating sick leave. Riepenhoff said most civil services (which we are not a civil service township) accumulate at 4.62 hours per 80 hours and accumulates without limits but can only cash out up to 30 days upon retirement and can

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keep it as credit if you want to transfer to another public entity. Pichert explained prior to the original handbook being adopted there was no cap on sick leave because they went to a 53 hour work week but when it came out comp time went away and sick leave got capped at 480 hours. O'Brien believes 480 hours is reasonable. Pichert explains when there is a cap put on, there will then be employees that call in to burn paid hours in a pay period. Hall said either change it to where there is no cap now or it will be a fight later. O'Brien said the current language is that there is a cap at 480 hours. Hall said that the fire department never adopted the current handbook and were told not to by the attorney that put the handbook together. Hall verified they follow a later hire resolution that did not put a cap on sick leave for those that worked 53 hour work weeks and accrue 12 hours of sick leave per 14 day pay period. O'Brien says he is not aware of this resolution and that he wants it to be where every employee has a 480 hour cap on sick leave. Hall said they hired Shaw and those after with this resolution. Smith says the resolution in the books do not stipulate all the benefits. O'Brien says he changed what the resolution says because he was anticipating this disagreement. O'Brien explains what he doesn't want is if someone is off for an extended amount of time and then we are unable to hire someone to replace that employee. Riepenhoff answers that you can hire a replacement if you know the employee will be off for an extended period of time.

Pichert explained the documents that the prosecutor drafted for the firefighters is the shortened version of what is approved at the township meetings and sums up the terms and conditions of what they use to hire. O'Brien disagrees and says in that document it also says it may be changed at any time. Hall says if you want a battle the proposed handbook will not work. Smith said a couple of the firefighters quit and lost over 300 hours of sick time that were not paid out. O'Brien questions the ability of them transferring to another entity and Pichert explains that they can only elect to transfer per that townships policy. Smith says no one has ever asked to transfer any sick time.

Riepenhoff reads the resolution the firefighters are currently following which states, that if the board wants to rescind it then whatever sick time the firefighters have accrued are to remain in their bank. D'Amico comments the only way we lose is if someone abuses their sick time. O'Brien questions if an employee gets hurt and they are using their sick time and can't work then there is an open spot. Hall explains then you can temporarily bring someone on to replace the position, including bringing a part-time employee up to full-time. O'Brien asks Riepenhoff for his recommendation which he believes that he thinks the current 2016 resolution should be honored. O'Brien says that resolution has not been adopted for the last few hires, Pichert and Hall strongly disagree. Smith says the whole resolution is not in the books for the newly hired employees which O'Brien confirms because he did not want it referred to. Hall says that 2016 resolution is what the board has adopted for the hiring of firefighters. O'Brien disagrees. Hall says the 2016 document is what came from the prosecutor and Pichert says the reason for the shorten version is when they went to hire the board of trustees would not have to read the entire document. O'Brien said the reason it's not there is because he didn't want it there. Hall said then those employees with the shorten version are not aware they got screwed out of their sick time. O'Brien says they should have read the resolution. Hall says they were under the understanding of the 2016 resolution. Hall says "that's exactly why you're getting a union". O'Brien says "when we have it, we have it, we will deal with that". Hall says "you're not fair to your employees". D'Amico pointed out O'Brien was not a trustee at that time and it could have been adopted in 2016. O'Brien says yes for those employees but it is not a contract. Hall confirms that O'Brien is correct "it's not a contract it's a resolution that the board put together along with other members on good faith to hire full-time employees". Pichert explains that all the "information was not covered by the handbook and they needed something to govern their working hours". O'Brien asks where it says they are not covered by the handbook. Hall explains that they have explained this at every meeting they have been at even when Chief Bechstein was there. O'Brien says that it needs to be documented somewhere and Hall says it's not.

O'Brien asks Riepenhoff if he believes the firefighter are covered by the current handbook and he says "yes". Hall asks for someone to show him where they signed it because none of them did and were told not to by the Chief Bechstein. Riepenhoff explains the original handbook was last updated in 2012 and says that it supersedes all past resolutions and going into the future the board adopted resolutions to include the one in 2016 which would have changed the handbook to those specific employees. Pichert says the document only has one name because the previous board asked the prosecuting attorney if there was a way to shorten the resolution and the answer was yes. The shorten version is what they

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present to the board when they hire and the full document then comes in to govern each individual. O'Brien says he dropped a paragraph of the shortened version. Smith says she does not have the document for the latest hires. Pichert explains the reason is because they do not have the resolution number ahead of time and when the resolution number does get assigned to it then they attach it to the document. Riepenhoff explains if they certify as a union they will ask for a starting point and it will include bargaining to start negotiations. Riepenhoff explained if anything is changed in the current practice of hiring it would change the status quo which would not be allowed when the union starts with bargaining. Riepenhoff suggested not adopting the handbook until he has a chance to talk with Fowler and verify some information.

**Road Department-**

**Requisitions-** Bullard said they received a requisition from Irwin regarding upgrading the tractor but he feels we should discuss this at the next meeting.

**Normal Working Hours-** D'Amico asked when the road workers were to return to 8 hour days. Bullard said daylight savings time.

**2020 Road Improvement Program-** Bullard said the list is due by November 27<sup>th</sup>. O'Brien asked if we are able to add roads once the list has come out for those roads that are to be worked on in 2020. Bullard said that once it is finalized the roads on the list are the only ones allowed.

**Trustee Items –**

**Hall Rental Request –** Smith said Rippel received an email from a residents asking if they could rent the hall for twelve weeks on the same day and O'Brien said as long as it is available and they pay the fee.

**Landscape Contract –** D'Amico asked if we could not have the landscaping company mow grass when it is not growing. Bullard will tell Irwin to tell Pony Landscaping when we do not need the grass mowed.

**Zoning Department –**

**Monthly Zoning Report –** Bullard said we are on track for 100 homes for the year.

**Office Hours –** While Ripple is out for vacation O'Brien said the hours of operation will be posted on the website and posted on the door.

**Set Hearing Date for Berlin Meadows –** Smith said Rippel turned over the zoning case for Berlin Meadows and we need to set a hearing date. O'Brien said needed to recuse himself because his wife works for Olentangy Schools and the prosecutor's office suggested that he not vote on the portion where the school is getting the land for free. Since the BZC put case #'s 19-001 & 19-002 together in one resolution, he will be recusing himself from the hearing.

**RESOLUTION 19-10-11 APPROVE SETTING THE HEARING DATE FOR BZC CASE 19-001 & 19-002 PEACHBLOW LAND II LLC, BERLIN MEADOWS FOR NOVEMBER 4, 2019 AT 7:00 P.M.**

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

O'Brien returns to meeting.

**Prosecutors Training for Zoning Employees –** Rippel asked if board will pay for people to go to the training. O'Brien said yes. Smith asked about a previous training meeting and since it fell on a Saturday, those that are full-time and work 40 hours it would be considered overtime and asked was this allowed. O'Brien said this was a question for the prosecutor's office.

**RESOLUTION 19-10-12 APPROVE PAYING THE ZONING STAFF THE TRAINING RATE OF PAY FOR THE MEETING ON NOVEMBER 16 2019**

Motion: O'Brien

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

**RESOLUTION 19-10-13 APPROVE MOVING ORGANIZATIONAL MEETING TO DECEMBER 23, 2019 IMMEDIATELY FOLLOWING THE END OF THE YEAR MEETING**

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

**Cloud-** Nothing new.

**Permissive Tax-** O'Brien was concerned it doesn't go into effect until July of 2021 and asked the prosecutor to double check on that.

**RESOLUTION 19-10-14 APPROVE \$2,400 TO FISHEL DOWNEY ALBRECHET & RIEPENHOFF FOR WORKPLACE CONDUCT AND ETHICS TRAINING**

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

**Late Items-** D'Amico questioned since the zoning inspector has been here a year does he get a raise even though he is part-time. O'Brien asked D'Amico to make a resolution for the next meeting.

**RESOLUTION 19-10-15 MOTION TO ADJOURN**

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

Meeting adjourned by Chairman O'Brien at 11:50 P.M.

**Future Meetings -**

- 10/28/19 Trustee Meeting
- 11/04/19 Special Meeting Berlin Meadows Hearing
- 11/12/19 Trustee Meeting
- 11/13/19 Workplace Conduct and Ethics Training
- 11/15/19 Workplace Conduct and Ethics Training

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Ken O'Brien, Trustee

ATTEST:

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Tom D'Amico, Trustee

\_\_\_\_\_  
Theresa Taylor, Assistant Fiscal Officer

\_\_\_\_\_  
Ron Bullard, Trustee