

**Berlin Township Trustees  
Regular and End of Year Meeting  
Agenda**

**DATE: December 23, 2019**

**TIME: 4:30 p.m.**

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**1) Meeting Called To Order**

**2) Pledge of Allegiance**

**3) Roll Call**

**4) Public Comment**

**5) Approval of Minutes:** 12/9/19 Regular Meeting

**6) Old Business**

Fairview Cemetery

Employee Handbook Updates or Approval

Permissive Tax

Cemetery Mowing Contract

Capt. Brown Step Increase

**7) Fiscal Officer Items**

Purchase Orders To be Closed/ Carryover

OTA Winter Conference

OTARMA Renewal

Inventory Reminder

Careworks Renewal

**8) Cemetery**

**9) Fire Department**

Transfer \$295,000 to Capital Improvement Fund

**10) Road Department**

Acceptance of Roads

**11) Trustee Items**

Natural Gas RFP

**12) Zoning Department**

Set Hearing Date for Three Zoning Cases

**13) Future Meetings**

**14) Late Items**

**15) Adjourn**

Agenda items are subject to change before scheduled meeting time. Meeting is recorded for transcription purposes only.