

BERLIN TOWNSHIP TRUSTEES

7:00 p.m. Trustee Meeting February 10, 20

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

CALL TO ORDER: Tom D’Amico, Trustee Chairman

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

ROLL CALL: Ken O’Brien, Tom D’Amico, Ron Bullard and Theresa Taylor, Assistant Fiscal Officer

ATTENDANCE: Christine Littleton, Megan Raehll, Angela Brown, Larry Buell, Dustin Kent, Joe Thomas, Todd Faris, Jeff Gordon, Joe Thomas and Michael Frommer

**Approval of Minutes-
RESOLUTION 20-02-05 APPROVE THE 01/15/20 SPECIAL MEETING MINUTES AND DISPENSE WITH THE READING**

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

RESOLUTION 20-02-06 APPROVE THE 01/16/20 SPECIAL MEETING MINUTES AND DISPENSE WITH THE READING

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

RESOLUTION 20-02-07 APPROVE THE 01/27/20 REGULAR MEETING MINUTES AND DISPENSE WITH THE READING

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

**Old Business –
Employee Handbook Updates-** O’Brien stated there will be nothing new until the collective bargaining has happened.

**Accent Phones Upgrade-
RESOLUTION 20-02-08 APPROVE ACCENT COMMUNICATION PROPOSAL FOR THE TOWNSHIP PHONE SERVICE**

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

RESOLUTION 20-02-09 AUTHORIZE TRUSTEE D’AMICO TO BE THE BERLIN TOWNSHIP REPRESENTATIVE FOR THE ACCENT COMMUNICATION CONTRACT AND IS ALLOCATED UP TO \$2,000 FOR ANY ADDITIONAL NEEDS FOR THE SET UP OF THE PHONE SYSTEM

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

Mileage Certification- O’Brien asked Bullard if he thinks the numbers were correct. Bullard said yes.

RESOLUTION 20-02-10 APPROVE THE OHIO DEPARTMENT OF TRANSPORTATION 2019 TOWNSHIP HIGHWAY SYSTEM MILEAGE CERTIFICATION AT 38.660 MILES

Motion: Bullard
Second: O’Brien

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

Intergovernmental Cooperative Agreement for Shared Services- Automotive Mechanic- Bullard stated he had talked with Chris Ballard who confirmed the prosecutor had approved it and that Smith will need to sign it. O’Brien stated he had concerns that Orange Township can change the contract. Bullard suggested having a clause that if Orange Township would want to make any changes to the contract, they would have to give us a 30-day notification before the change would go into effect. Bullard agreed.

RESOLUTION 20-02-11 APPROVE INTERGOVERNMENTAL COOPERATIVE AGREEMENT FOR SHARED SERVICES WITH ORANGE TOWNSHIP FOR AN AUTO MECHANIC WITH THE STIPULATION THAT BERLIN TRUSTEES BE NOTIFIED 30-DAYS BEFORE ANY FUTURE CHANGES WITH PARTS OR PRICES ARE MADE

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

Township Administrator- D’Amico stated that the Township Administrator will be tabled for now.

Hiring Snow Plow Driver- Bullard stated that a snowplow driver had been hired. Irwin drove him around the township to familiarize him with it.

Fiscal Officer Items-
The trustee signed the January bank reconciliation and electronic payments list.

Final Payment for OPEC Lawsuit- Bullard stated it was not the final payment, it was the current payment.

RESOLUTION 20-02-12 APPROVE TO PAY MAZANEC, RASKIN & RYDER CO., L.P.A. \$163.75 FOR LEGAL FEES FOR OPEC LITIGATION

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

Cemetery- Nothing new.

Fire Department – Requisitions-

RESOLUTION 20-02-13 APPROVE REQUISITION # 2020-01 FOR \$3,893.97 TO SPEND-A-DAY MARINA TO REPLACE A SONAR UNIT ON BOAT 392

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

RESOLUTION 20-02-14 APPROVE REQUISITION # 2020-02 FOR \$1,440 TO SPEND-A-DAY MARINA FOR PREVENTATIVE MAINTENANCE ON BOAT 392

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

RESOLUTION 20-02-15 APPROVE REQUISITION # 2020-03 FOR \$4,200 TO BOWLING GREEN STATE UNIVERSITY FOR FIREFIGHTER LAINGE TO ATTEND A COURSE TO BECOME A CERTIFIED RESCUE TECHNICIAN

Motion: O’Brien

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

Discussion: O'Brien stated he does not like the fact that 20% is added for shipping and incidentals. Bullard stated that the trustees could authorize the liaison to spend up to 10% without a meeting being needed. O'Brien said it could be addressed at the next organizational meeting.

Road Department- Bullard stated that the township will need to purchase a replacement mower by 2021. Bullard said he and Irwin are looking at different models and prices. O'Brien stated it will need to be added to the budget.

Dustin Kent from the Health Department gave the trustees a few health advisory notices. One being about the Coronavirus and covering your cough with a mask. Another being a resolution example of a "No Smoking" notice. O'Brien stated we would not be able to go forward with a no smoking policy (outside of buildings) until the collective bargaining is complete.

**Old Business Continued-
Fairview Cemetery-**

RESOLUTION 20-02-16 RECESS TO EXECUTIVE SESSION FOR THE PURPOSE OF OF DISCUSSING ORC 121.22 G3, PENDING OR IMMINENT COURT ACTION LITIGATION- THREE TRUSTEES, ASSISTANT FISCAL OFFICER AND CHRIS RINEHART TO ATTEND- 7:30 PM

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

RESOLUTION 20-02-17 MOTION TO RETURN TO REGULAR SESSION 7:53 PM

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

D'Amico "We met in executive session and no decisions were made and no actions were taken".

Trustee Items- Bullard stated Rob Platt is working on establishing an architectural review board with five members to include a certified architect and one trustee. O'Brien stated he would like to have a five-year commitment from the members the way the BZC is set up so there is consistency within the board.

Zoning Department-

January Zoning Report- There were six new homes built in January.

RESOLUTION 20-02-18 AUTHORIZE TOM D'AMICO TO SIGN AS THE ELECTED OFFICIAL IN BERLIN TOWNSHIP FOR THE 2020 INITIAL BOUNDARY VALIDATION PROGRAM

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

O'Brien left meeting at 8:05 P.M.

*******8:06 P.M. TIME CERTAIN*****BERLIN MEADOWS*******

Todd Faris informed the trustees that their engineers found a 16-inch water main that runs through the center of the site, east to west. He included this as a memo on the exhibit sheet. Joe Thomas talked about the two previous concerns of the trustees, which were the placement of community mailboxes and snout houses.

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The trustees opened up the conversation to the public. Angela Brown stated that in her opinion most people at the price point of houses the subdivision will be, will not want to walk to get their mail. She feels it would be more practical to have less spots where the community mailboxes are located and have more boxes within them.

After a lengthy discussion, the trustees and the builder agreed that the subdivision Berlin Meadows would be turned over to the HOA when 300 lots are sold (closed on and occupied). Also, that the garages be no more than 14 feet in front of an attached porch. Finally, the community mailboxes will be put in the areas of the park, the community center, and the northeast quadrant, with off street parking. The trustees and builder also agreed to 5-foot mounds with Evergreen trees on top as a buffer. Bullard asked that the three changes be put in writing.

RESOLUTION 20-02-19 ACCEPT APPLICATION AND ALL EXHIBITS 1-21 FOR CASE BZC 19-001 BERLIN MEADOWS, WITH THE LATEST EXHIBIT TAKING PRECEDENT OVER ANY EARLIER EXHIBITS

Motion: Bullard
Second: D’Amico
Vote: D’Amico yes and Bullard yes

RESOLUTION 20-02-20 ACCEPT APPLICATION AND ALL EXHIBITS 1-21 FOR CASE BZC 19-002 BERLIN MEADOWS, WITH THE LATEST EXHIBIT TAKING PRECEDENT OVER ANY EARLIER EXHIBITS

Motion: Bullard
Second: D’Amico
Vote: D’Amico yes and Bullard yes

RESOLUTION 20-02-21 APPROVE CASE 19-001 BERLIN MEADOWS ALONG WITH EXHIBITS 1-21 WITH THE LATEST EXHIBIT TAKING PRECEDENT OVER ANY EARLIER EXHIBITS

Motion: Bullard
Second: D’Amico
Vote: Bullard yes and D’Amico yes

RESOLUTION 20-02-22 APPROVE CASE 19-002 BERLIN MEADOWS ALONG WITH EXHIBITS 1-21 WITH THE LATEST EXHIBITS TAKING PRECEDENT OVER ANY EARLIER EXHIBITS

Motion: Bullard
Second: D’Amico
Vote: Bullard yes and D’Amico yes

Recessed at 9:35 p.m. Returned at 9:40 p.m.

Zoning Department Continued –

BZC Applicant- The trustees asked questions to Christina Littleton and explained the position. They decided to hire her as a BZC Alternate.

RESOLUTION 20-02-23 MOTION TO APPOINT CHRISTINA LITTLETON TO A BZC ALTERNATE POSITION BEGINNING APRIL 1ST 2020 AND ENDING MARCH 31ST 2020

Motion: Bullard
Second: D’Amico
Vote: D’Amico yes and Bullard yes
Discussion: D’Amico stated that O’Brien agreed to the hiring of Christina Littleton.

Future Meetings -

- 03/09/20 Trustee Meeting**
- 03/23/20 Trustee Meeting**
- 04/09/20 Special Meeting**
- 04/18/20 Roads Meeting**

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04/23/20 Special Meeting
04/27/20 Trustee Meeting

Late Items – Bullard stated that he had met with any residents that were interested in attending and going over the NAICS codes that were wanting to be included in the Berlin Business Park.

RESOLUTION MOTION TO ADJOURN
20-02-24

Motion: Bullard
Second: D’Amico
Vote: D’Amico yes and Bullard yes

Meeting adjourned by Chairman D’Amico at 9:54 P.M.

Abstain

Ken O’Brien, Trustee

ATTEST:

Tom D’Amico, Trustee

Theresa Taylor, Assistant Fiscal Officer

Ron Bullard, Trustee