

BERLIN TOWNSHIP TRUSTEES

6:00 p.m.

Trustee Meeting

January 25,

21

HELD AT: This meeting was held virtually by Zoom, Delaware, OH

CALL TO ORDER: Ron Bullard, Trustee Chairman

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

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

ATTENDANCE: Joe Pichert, Meghan Raehll, Christina Littleton and Scott Belcastro

**Approval of Minutes-
RESOLUTION 21-01-46 APPROVE THE 01/11/21 REGULAR MEETING MINUTES
AND DISPENSE WITH THE READING**

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

Old Business -

Fairview Cemetery- Tim Foor wrote a letter to the trustees about some issues that have arisen with Fairview Cemetery and suggested some possible solutions. Bullard stated that a statement needs to be made as to what the township is specifically responsible for in regard to Fairview Cemetery, along with possible solutions to problems that are occurring. O'Brien suggested that the statement be given to the prosecutor to look over before it is made available to the public. D'Amico stated that the trustees will need to decide how much money is going to be spent on the ground penetrating radar, as Foor believes this is a necessity to be able to know exactly where things are located. Bullard stated that he is not opposed to spending the money for it, he just wants to make sure we are getting exactly the information that we need from it. O'Brien agrees and would like at least two quotes, if possible.

Disaster Plan, Password Policy- O'Brien stated that each of the new computers will have a password put on it and then all passwords will be put in an envelope and given to Smith. Employees will be able to change their passwords but Smith will be able to override it if ever need be. The computers should be in the first week of February. Bullard will work on the disaster plan.

Fulltime Fire Fighters- Pichert stated that they have four candidates that are interested in the position. The next step will be the physical ability test, which will be completed by mid-February. Pichert will give a status report after the physical ability test is given.

Piatt Road Updates- This will be discussed in executive session.

Trails and Recreation Committee- O'Brien stated that he wants the trustees to have a conversation before the committee is made, as he wants clarity in the purview and for it to have a sunset date. Bullard stated that he feels the committee's goals are to make recommendations to the trustees. Then the trustees will have to make decisions on any money spent or grants that may be applied for. Smith stated that there was not any money appropriated for it this year and that there is only \$2,255 in the park fund. Bullard will contact the prosecutor and come back with the framework in how to put the advisory committee together. Then jointly, the trustees will talk with residents and work to put objectives together for the committee.

JEDD- O'Brien stated that he has been working with John Albers, in regard to an MOU for the JEDD. At this point, O'Brien is not happy about where it is heading. O'Brien will continue to work on it.

**Electric Aggregation-
RESOLUTION 21-01-47 MOTION TO APPROVE AND EXECUTE A CONTRACT WITH
TREBEL LLC, FOR ENERGY HARBOR TO SUPPLY THE
TOWNSHIPS AGGREGATED ELECTRICITY FOR 25-MONTHS AT
4.8 CENTS PER KILOWATT**

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

RESOLUTION 21-01-48 MOTION TO AUTHORIZE TRUSTEE BULLARD TO SIGN ANY NECESSARY PAPERWORK FROM TREBEL LLC, FOR THE EXECUTION OF THE CONTRACT WITH ENERGY HARBOR

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

Scott Belcastro with Trebel stated that his company is always seeking ways to give back to the communities that they work with. He asked the trustees that if there is anything that they can think of or if something comes up to please let him know, as they would love to help in anyway that they can.

2021 Road Improvement Program- RESOLUTION 21-01-49 MOTION TO APPROVE THE 2021 BERLIN TOWNSHIP ROAD IMPROVEMENT PROJECT WITH THE DELAWARE COUNTY ENGINEERS OFFICE FOR \$22,220

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

Bullard stated that he would like to run the onyx quote from Strawser through the prosecutor before a resolution is made.

Storage Building- Bullard stated that he feels it could be a cold storage building for equipment used for Fairview Cemetery and for the new snow plow truck. The location of the storage building is to TBD.

Fire Chief Hiring- O'Brien stated that he had spoken with Dyann McDowell and asked her to get a resume together to be able to share her credentials with the other trustees. O'Brien stated that he is impressed with her.

Fiscal Officer Items- 2021 EMA Apportionments- RESOLUTION 21-01-50 APPROVE \$3,987.53 TO DELAWARE COUNTY OFFICE OF HOMELAND SECURITY FOR 2021 EMERGENCY MANAGEMENT APPORTIONMENT

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

1st Amended Certificate- RESOLUTION 21-01-51 APPROVE 2021 FIRST AMENDED CERTIFICATE OF ESTIMATED RESOURCES AND APPROVE PERMANENT APPROPRIATIONS NOT TO EXCEED \$11,202,429.65

1ST AMENDED CERTIFICATE OF ESTIMATED RESOURCES

1000	General Fund	\$3,498,488.74
2011	Motor Vehicle License Tax Fund	\$ 55,607.73
2021	Gasoline Tax Fund	\$ 318,992.65
2041	Cemetery Fund	\$ 154,921.74
2042	SPRBA	\$ 1,240.00
2111	Fire Fund	\$5,269,522.05
2181	Zoning Fund	\$ 789,175.73
2231	Motor Vehicle Permissive License Tax Fund	\$ 121,847.36
2272	Coronavirus Relief Fund	\$ 55,013.88
3101	General (Note) Hollenback Rd	\$ 5,363.50
4303	Capital Project - Park	\$ 2,255.88

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4401	Public Works Commission Project	\$.40
4901	Capital Project – Fire	\$ <u>930,000.00</u>

Total First Amended Certificate \$11,202,429.65

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

Smith stated that she had received something from UAN stating that they have been having issues with some fiscal officer's not balancing their checkbooks. There is something now incorporated into UAN that will notify trustees if more than 60 days has gone by without the books being reconciled and they need to do a resolution if they want to opt-in to it or opt-out of it.

RESOLUTION 21-01-52 MOTION TO AGREE TO OPT-IN FOR NOTIFICATION TO THE TRUSTEES IF THE FISCAL OFFICER DOES NOT BALANCE CHECKBOOK WITHIN A 60-DAY PERIOD

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

Smith stated that she had given the trustees a copy of the OTARMA coverage. OTARMA wanted to know if the trustees would want anything else in the coverage. O'Brien will contact OTARMA for more information.

Cemetery- D'Amico stated that some kind of cold storage is needed at Fairview Cemetery for equipment. Bullard stated that his concern is the security and safety of the building. D'Amico asked the thoughts of having a separate rulebook for Fairview Cemetery. O'Brien stated that he feels it would be beneficial to keep the rules the same, unless the rules become so different from each other then we may need to consider a different rulebook for Fairview Cemetery.

Fire Department- Nothing new.

Road Department- Nothing new.

Trustee Items- Nothing new.

Zoning Department- Since there have been no referendum's, the BIO and the BCO are moving forward.

Public Comment- There were no public comments.

Future Meetings-
02/08/21 Trustee Meeting
02/22/21 Trustee Meeting

Late Items- Smith asked the advice of the trustees on how they want employees to record their time, writing it down or punching a clock, once she switches to a payroll service. O'Brien asked that Smith ask the HR division of HR Butler what their advice is and the reasoning behind it. Bullard suggested to have O'Brien look into it so that all his questions are answered.

RESOLUTION 21-01-53 RECESS TO EXECUTIVE SESSION PURSUANT TO ORC 121.22 (G)(1)(2) TO CONSIDER APPOINTMENT, EMPLOYMENT, DISMISSAL, DISCIPLINE, PROMOTION, DEMOTION, OR COMPENSATION OF A PUBLIC EMPLOYEE AND TO CONSIDER THE PURCHASE OF PROPERTY FOR PUBLIC PURPOSES- THREE TRUSTEES, FISCAL OFFICER AND ASSISTANT FISCAL OFFICER TO ATTEND- 7:49 P.M.

Motion: D'Amico
Second: Bullard

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

RESOLUTION 21-01-54 MOTION TO RETURN TO REGULAR SESSION- 8:25 P.M.

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

Bullard "We met in executive session and no decisions were made and no actions were taken".

RESOLUTION 21-01-55 MOTION TO ACCEPT COUNTER-OFFER FOR PARCEL #36 ON PIATT ROAD

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

RESOLUTION 21-01-56 MOTION TO APPROVE AND ACCEPT THE VACATION CARRY OVER FORM FOR THE BARGAINING UNIT AND SEND IT TO THE UNION PRESIDENT

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

Adjourn- RESOLUTION 21-01-57 MOTION TO ADJOURN

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

Meeting adjourned by Chairman Bullard at 8:31 p.m.

Ron Bullard, Trustee

ATTEST:

Ken O'Brien, Trustee

Theresa Taylor, Assistant Fiscal Officer

Tom D'Amico, Trustee