

BERLIN TOWNSHIP TRUSTEES

6:00 p.m. Trustee Meeting March 22, 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, Theresa Taylor, Assistant Fiscal Officer

ATTENDANCE: Malachi Swanson, Damon Kraus, Meghan Raehll and Christina Littleton

**Approval of Minutes-
RESOLUTION APPROVE THE 03/08/21 REGULAR MEETING MINUTES
21-03-13 AND DISPENSE WITH THE READING**

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

Old Business -

Fairview Cemetery Updates and Fees & Rules- D'Amico stated that Ballard had sent them a possible resolution stating that double depth crypts are not going to be allowed in Fairview Cemetery, and those that have valid deeds that refer to double depth crypts shall instead be granted two existing parallel grave spaces. D'Amico would like to consider the resolution and revisit it at the next trustee meeting. D'Amico will give Foor the authorization to follow Ballard's resolution until further notice. Bullard spoke with the road department in regard to gravel being laid in Fairview Cemetery. They estimated that it would cost \$4,000-\$6,000. O'Brien stated that he wanted to make sure the road department was aware that the gravel would only be allowed for the townships part of the cemetery, and that the funds would come out of the cemetery fund. Bullard stated that he did have that conversation with them and confirmed that the funds would come out of the cemetery's account.

**RESOLUTION MOTION TO AUTHORIZE THE ROAD DEPARTMENT TO
21-03-14 PURCHASE UP TO \$6,000 OF GRAVEL TO TOP COAT FAIRVIEW
CEMETERY STREETS**

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

Piatt Road Updates- D'Amico stated that there are 7-9 parcels that are still unsigned. He stated that O.R. Colan has sent out final offer letters to the owners stating that if they are not signed then funds will be appropriated. D'Amico asked if the other trustees would like him to instruct O.R. Colan to forward the parcels that have not been signed to Ballard and have him move on filing the necessary paperwork. Bullard and O'Brien agreed.

JEDD- O'Brien stated that he is still waiting to hear from the county on when the meeting will be held.

Fire Chief Hiring- O'Brien stated that they received the job descriptions along with the employee handbook right before the meeting began and feels that the other trustees need time to read over them. A decision can be made at the next trustee meeting.

O'Brien stated that the trustees need to decide who their two choices for the committee will be. He suggested Pat Paykoff as one, but still needs to discuss it with him. Bullard and D'Amico agree. O'Brien suggested to have a special meeting after the trustees had time to consider another possible candidate.

Employee Handbook- The trustees need to review the employee handbook.

Supervisory Accident Report- O'Brien asked Smith to look over the supervisory accident report and let him know if she had any questions about it.

*****6:30 P.M. TIME CERTAIN BZC 21-002 AMERICA'S HOME PLACE HEARING*****

BERLIN TOWNSHIP TRUSTEES

6:00 p.m.

Trustee Meeting

March 22,

21

RESOLUTION 21-02-15 MOTION TO ACCEPT TEN (10) EXHIBITS AS PART OF BZC #21-002, WITH LATTER EXHIBITS TAKING PRECEDENT OVER ANY EARLIER EXHIBITS

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

Damon Kraus, a representative from America’s Home Place presented the plans for America’s Home Place. The trustees had questions as to why the two parcels had not been re-platted as one parcel since there is only one access from Route 36/37. Kraus stated that ODOT did not want them to put in a second driveway. O’Brien would like to see that in writing.

After a lengthy discussion, the trustees felt that since the second parcel was not part of the original plan, there will need to be a change of plan/new final made since the desire is to change the use of the parking. Kraus stated that he was told that this step was just a formality and did not understand how they got this far along in the process and are now just receiving this information. Upon request from the applicant, the hearing was recessed and will be continued on April 26, 2021 at 6:30 via zoom.

RESOLUTION 21-03-16 MOTION TO RECESS AND CONTINUE BZC #21-002 TO APRIL 26, 2021 VIA ZOOM AT 6:30 P.M. PER THE APPLICANTS REQUEST WHICH WILL BE SUBMITTED IN WRITING

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

Trails and Recreation Committee- Bullard stated that he spoke with Ballard, who is in the process of writing something up for the advisory board to bring to the trustees. Bullard said that the trustees want to make it clear that the advisory board is not able to make decisions, those have to be brought to and made by the trustees.

2020 Mileage Certification- Bullard stated that the county does not maintains a list of how many miles of roads belong to the township, however ODOT does maintain a list that has every road in the state on it.

RESOLUTION 21-03-17 MOTION TO APPROVE THE 2020 COUNTY ROAD MILEAGE CERTIFICATION TO MOVE FROM 38.660 TO 41.774 TOTAL MILES

Motion: Bullard
Second: D’Amico
Discussion: O’Brien stated that he is concerned about the calculations being correct.
Vote: Bullard yes, O’Brien abstain, D’Amico yes

Spring Newsletter- Bullard stated that he has not been given any articles yet.

Fire Hydrant Installation Policy- O’Brien is going to run the policy by Ballard and have him redraft it with a little more clarification.

Zoning Hearing & Workplace Injury Policies- Bullard stated that he asked Ballard to make the policy more specific.

Fiscal Officer Items-

Health Insurance Renewal- Smith stated that she had sent the trustees the information on the health insurance, that states there will be an increase in price starting May 1, 2021. Smith recommends keeping the insurance the same.

RESOLUTION 21-03-18 MOTION TO STAY WITH ANTHEM BLUE CROSS FOR THE TOWNSHIP’S HEALTH INSURANCE

Motion: Bullard

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Second: O'Brien

Discussion: O'Brien wanted to clarify that as long as the insurance is the same and it is just an increase in price, he is ok with it. O'Brien asked when open enrollment is. Smith believes that it is October/November, but will double check.

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

Section 125 Cafeteria Plan- Smith said that HR Butler asked her about a Cafeteria Plan and she did some research but does not understand it and asked if the trustees knew anything about it. O'Brien stated that he would like Smith to ask Ballard about it. Smith stated that March's payroll will be the last one that she does and then HR Butler will take over payroll.

Recess at 7:48. Returned at 7:53.

Cemetery- Nothing new.

**Fire Department-
Requisitions-
RESOLUTION
21-03-19**

MOTION TO PURCHASE FOUR RESCUE TASK FORCE KITS FOR \$1,056 TO DELAWARE COUNTY FIRE CHIEF'S ASSOCIATION, REQUISITION #2021-02

Motion: O'Brien

Second: Bullard

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

**Resignation of Clinton Lainge from Full-Time to Part-Time-
RESOLUTION
21-03-20**

MOTION TO ACCEPT CLINTON LAINGE'S RESIGNATION OF FULL-TIME POSITION EFFECTIVE MARCH 26, 2021 AND THEN REHIRE AS A PART-TIME FIREFIGHTER EFFECTIVE APRIL 4, 2021 AT THE RATE OF \$14.69/HOUR

Motion: O'Brien

Second: Bullard

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

Road Department- O'Brien stated that he has concerns on Sweeney Road with the utilities that are being done and it not being permitted. It is messing with the berm, ditches and some of the road. O'Brien stated that they might want to think about getting road right-of-way dedicated or through adverse possession in all the roads that the township maintains. Bullard is going to look at it and see if Riedel could also meet him there. O'Brien asked Bullard to also look at the railroad on Curve Road because it is deteriorating.

Zoning Department- Nothing new.

Public Comment- There were no public comments.

**Future Meetings-
04/12/21 Trustee Meeting
04/26/21 Trustee Meeting
05/10/21 Trustee Meeting**

Late Items- Smith stated that Kessler looked at the old computers that were the trustees, and said that there is not enough memory in them to be able to do much. Kessler is doing more research on them; Smith will address it at the next trustee meeting.

O'Brien asked the trustees to each think about two candidates for the fire department committee.

**Trustee Items-
RESOLUTION
21-03-21**

RECESS TO EXECUTIVE SESSION PURSUANT TO ORC 121.22(G)(1) TO CONSIDER APPOINTMENT, EMPLOYMENT, DISMISSAL, DISCIPLINE, PROMOTION, DEMOTION OR COMPENSATION OF A PUBLIC EMPLOYEE OR OFFICIAL-THREE TRUSTEES, FISCAL OFFICER, ASSISTANT FISCAL OFFICER TO ATTEND- 8:13 P.M.

BERLIN TOWNSHIP TRUSTEES

6:00 p.m.

Trustee Meeting

March 22,

21

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

**RESOLUTION MOTION TO RETURN TO REGULAR SESSION- 8:25 P.M.
21-03-22**

Motion: O'Brien
Second: D'Amico
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".

**Adjourn-
RESOLUTION MOTION TO ADJOURN
21-03-23**

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

Meeting adjourned by Chairman Bullard at 8:28 p.m.

Ron Bullard, Trustee

ATTEST:

Ken O'Brien, Trustee

Theresa Taylor, Assistant Fiscal Officer

Tom D'Amico, Trustee