



**Berkshire Township Trustees
Regular Meeting Minutes
August 14, 2023**

Mike Dattilo called the meeting to order at 7:00 p.m.

Determination of a Quorum/Roll Call: Trustees Mike Dattilo, Rod Myers, and Paul Disantis in attendance; Also, present were Tyler Lane, Township Administrator, Melody George, Fiscal Officer and Donielle Owen, Meeting Secretary

Pledge of Allegiance

Approval of meeting minutes:

Mike Dattilo made a motion to approve the minutes of the July 10, 2023, Regular Meeting. The motion was seconded by Rod Myers and was approved 3-0.

The next Trustee meeting: September 11, 2023, at 1454 Rome Corners Road at 7:00 p.m.

Announcements:

- Tyler Lane was introduced as the new Berkshire Township Administrator
- The new John Deere tractor has finally arrived and is a welcome addition to our fleet.

Old Business:

Bids for the Berkshire Township Maintenance Department Building Expansion project were opened and reviewed on Thursday, July 20th, 2023, at 11:00 a.m. There was one qualifying bid from Elford Construction and if approved, they will be conducting the maintenance department building expansion.

Jenn Fuller with Fanning Howey

Jenn Fuller received the bids and followed the Ohio Revised Code while awarding Elford Construction the project. Jenn Fuller stated that Fanning Howey will be involved for the entire project while also providing onsite supervision. Jenn Fuller stated that the target start date for construction is at the end of February 2024/March 2024 due to the upcoming colder weather months approaching. Rod Myers asked if the delayed start of construction would have any impact on the approved financing and Tyler Lane confirmed that the interest rate is locked in by Chase Bank and there will be no impact on the financing.

Mike Dattilo made a motion to approve **Resolution 2023-8-1** identifying the lowest responsive and responsible bidder and accepting bid and awarding contract with the lowest responsive and responsible bidder (Elford Construction) for the Berkshire Township building addition and renovation. Paul Disantis seconded. Motion approved 3-0.

New Business:

Mike Dattilo made a motion to approve **Resolution 2023-8-2** for the approval of the receipt of the \$2,000,000.00 in bond funds.

Receipt Code: Fund 4101-911 received \$1,924,415.00
Fund 3101-911 first interest payment \$25,585.00 due December 1, 2023

Expense Code: Fund 4101-840-840 \$50,000.00
\$35,000.00 - Chris Conley, Taft Law Firm
\$15,000.00 - Bradley Payne, LLC

Rod Myers seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2023-8-3** for the payment of assessments related to Delaware County ditch petition. The assessments are \$240.74 and \$661.93 totaling \$891.93. Rod Myers seconded. Motion approved 3-0.

Motion to approve **Resolution 2023-8-4** adopting a phone reimbursement policy for employees.

Discussion: Tyler Lane stated the this will be for employees using their personal cell phones and will fall under the Public Records Request guidelines. There will be a \$50.00 per month maximum allowance.

Paul Disantis seconded. Motion approved 3-0.

Motion to approve **Resolution 2023-8-5** for a purchase order payable to IT Made Real in the amount of up to \$2,000.00 for a new administrator laptop. The previous laptop stopped functioning. Rod Myers seconded. Motion approved 3-0.

Discussion:

BTSG Update

Rod Myers confirmed that a letter was received confirming that 3 acres of land have been donated for the new fire station (this will be the second station) located off Wilson Road and Interstate 71.

Berkshire Township Parks Committee Update

Paul Disantis stated that the Parks Committee has met again and has decided to break up into groups between specific areas of the project. They will be meeting again this week to discuss information on findings for each specific portion of the project.

Tyler Lane stated the Maintenance Department is operating at full capacity, and they will be making improvements to the walking path.

Paul Disantis stated that he will need Tyler Lane's assistance with obtaining grant information for the project.

Tyler Lane stated that he also obtained information regarding streaming the Township Meetings and will have more information at the next meeting.

Rome Corners and Dustin intersection discussion

Rod Myers stated that after reviewing all of the information regarding car accidents that have occurred at this intersection, he is going to work on getting Delaware County to do something proactive about this issue. Paul Disantis stated that a resolution needs to be drafted on behalf of all three Berkshire Township Trustees requesting action from Delaware County and the Engineer's Office. Tyler Lane stated that Delaware County will be conducting another traffic study at this intersection.

Public Participation:

Ellen Ebe – Hollywood Drive

- Ellen Ebe requested the location of the ditch regarding Resolution 2023-8-3 for the payment of assessments related to the Delaware County ditch petition. Mike Dattilo stated that the ditch is located at Dustin and Rome Corners Rd.

Mike Wisman – 2942 Rome Corners Rd.

- Mike Wespun stated that the intersection is still proving to be very dangerous, and something needs to be done before a fatality occurs.

Allison Sawyer – Delaware Public Health District

- The new location will be open to the public on September 4th, 2023, located at 410 S. Sandusky St., Delaware, OH
- There will be an Olentangy River clean up on 8/19/2023
- There will be a low-risk drinking course on 9/13/2023
- There will be a Basic Life Support Class on 8/29/2023

Paying of bills:

Mike Dattilo made a motion to pay all bills and authorized P.O.'s since the July 10, 2023, meeting. Rod Myers seconded. Motion approved 3-0.

Executive Session:

Mike Dattilo made a motion to enter into executive session (with Paul Disantis, Rod Myers, Melody George and Tyler Lane) at 7:26 p.m. under O.R.C. 121.22 (G)(8) for the purpose of economic development discussion. Rod Myers seconded. Motion approved 3-0.

Mike Dattilo made a motion to exit out of executive session at 8:05 p.m. Paul Disantis Seconded. Motion approved 3-0.

Adjournment

Motion to adjourn: Mike Dattilo made a motion to adjourn at 8:06 p.m. Rod Myers seconded Motion approved 3-0.

Daniel Owen
Meeting Secretary Signature

Sept. 11, 2023

Rod Myers
Mike Dattilo

[Signature]
Berkshire Township Trustee Approvals

Melody R. George
Fiscal Officer