



Berkshire Township Meeting Minutes
January 10, 2022
Trustee Meeting - Amended

Call to order at 7:25 p.m.

Roll call: Mike Dattilo, here; Rod Myers, here; no third due to open trustee position

Rod moved to approve the meeting minutes from December 13, 2021, Mike seconded the motion, motion carried 2-0 yes.

Rod moved to approve the meeting minutes from December 29, 2021, Mike seconded the motion, motion carried 2-0 yes

The next Trustee meeting: January 24, 2022 at 1454 Rome Corners Road at 7:00 p.m.

New Business

Rod moved to approve an Employee Incentive Program for 2022. Mike seconded the motion, motion carried 2-0 yes

Rod moved to approve creating an additional Maintenance Worker position in the Road Department. Mike seconded the motion, motion carried 2-0 yes

Rod moved to approve assigning Dan Hale as Maintenance Worker in the Road Department. Mike seconded the motion, motion carried 2-0 yes



Rod moved to approve the authorization of the Township Administrator to advertise and interview for a Full Time Road Department Supervisor. Mike seconded the motion, motion carried 2-0 yes

Rod moved to approve the motion to create a part-time Board Clerk position and authorize the Township Administrator to advertise and interview for the same. Mike seconded the motion, motion carried 2-0 yes

Rod moved to suspend township hall rentals until further notice, with exception of those that are already scheduled. Mike seconded the motion, motion carried 2-0 yes

Rod moved to approve a purchase order requisition process and setting limits as follows;

Purchase orders \$1,000 -\$2,500 requires Administrator and Fiscal Officer signature before purchase

Purchase orders \$2,500-\$5,000 requires Administrator, Fiscal Officer and minimum of two Trustee signatures before purchase. (*See exhibit for Purchase Order Requisition form*)

Mike seconded the motion, motion carried 2-0 yes

Rod moved to enter into executive session under O.R.C. 121.22 (g)(1) to consider the appointment of a public official. Invited into the executive session are Kevin Vaughn, Melody George and Steven Ciacchi. Mike seconded the motion, motion carried 2-0 yes.

Mike made a motion to come out of executive session. Rod seconded the motion, motion carried 2-0 yes

Public participation - there was none

Mike motioned to pay the bills. Rod seconded the motion, motion carried 2-0 yes

Mike made the motion to adjourn the meeting. Rod seconded the motion, motion carried 2-0 yes