



**Berkshire Township Trustees
Regular Meeting Minutes
February 12th, 2024**

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

Mike Dattilo made a motion to approval the following meeting minutes:

- Minutes from January 8th, 2024 – Organizational Meeting
- Minutes from January 8th, 2024 – Regular Meeting

Paul Disantis seconded. Motion approved 3-0.

The next Trustee Meeting: March 11th, 2024, at 1454 Rome Corners Road at 7:00 p.m.

Old Business: NONE

New Business:

The Board of Trustees would like to publicly thank Bruce Denton for his service on the Berkshire Township Board of Zoning Appeals.

Mike Dattilo made a motion to approve **Resolution 2024-2-1** Recognizing Bruce Denton for Extraordinary Service to Berkshire Township.

Paul Disantis seconded. Motion approved 3-0.

Rod Myers made a motion to approve **Resolution 2024-2-1A** in the amount of \$5,000.00 payable to Kleem for road signs, work zone and safety.

Paul Disantis seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2024-2-1B** for Elford Construction in the amount of \$1,526,000.00.

Paul Disantis seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2024-2-2C** for a True-Up payment to The Bureau of Workers Compensation for 2023 in the amount of \$2,559.00.
Paul Disantis seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2024-2-3D** for Julian & Grube for a consulting fee for 2024 for compliance in the amount of \$4,320.00.
Paul Disantis seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2024-2-4E** for a then and now purchase order to Shelly Company in the amount of \$36,545.90 for roads for 2023.
Rod Myers seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2024-2-2** approving the ODOT 2023 Township Highway Mileage Certification (24.604 Miles of Roads).
Paul Disantis seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2024-2-3** approving the removal/destruction of outdated and no longer of administrative value Berkshire Township financial files per the Records Retention Schedule (RC-2) approved as of August 2023.
Paul Disantis seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2024-2-4** approving an amended Berkshire Township Hall Rental policy.

- Adding verbiage to address refunds and change of dates policy.

Rod Myers seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2024-2-5** approving a policy for the Berkshire Township Cemetery which states that moving forward, any grave/lot buy back(s) approved by the Board of Trustees may not exceed the value of the cemetery's current lowest price.
Rod Myers seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve Resolution **2024-2-6** initiating amendments to Article 16 of the Zoning Resolution.
Paul Disantis seconded. Motion approved 3-0.

Discussion:

Aly Hillier – Delaware County Health Department

- 03/20/2024 Low Risk Drinking Course for Adults from 4:30pm-6:30pm
- Reminder to use the Clear Stream recycling containers for any events for free
- 03/07/2024 Partnership Meeting from 9:30am-11:30am

BTS&G Fire Update – Rod Myers

There's a levy for March 2024 for just under \$1,000,000.00 (.078).
The new station will require additional funds for staffing and equipment.

Parks Project Update – Tyler Lane

Fanning Howey is finalizing the plan details. Target date of 05/2024 to receive all bids for work.
Rod Myers confirmed that there will be a groundbreaking ceremony with the opening of the park and all Trustees were in agreement.

Public participation:

- **Susan Stanton-Domigan Road**

Susan Staton requested confirmation that there will be no past meeting minutes destroyed as part of Resolution 2024-2-3. Tyler Lane confirmed that meeting minutes are never to be destroyed and the documents being destroyed are mainly accounting records.

Susan Stanton requested information regarding a letter she received about a culvert on Domigan Road. Tyler Lane confirmed the Delaware County Engineer's office made the recommendation to not move forward on the work and will reassess in the future.

- **Mary Howard-1765 S. Galena**

Mary Howard asked if zoning changes are requested by the property owner; Tyler Lane confirmed the request is made by him at the Township level.

Mary Howard requested the size of the current BTS&G fire station; Rod Myers estimated the current fire station to be 10,000 square feet and the new fire station proposed to be 14,000-15,000 square feet.

Paying of bills:

Mike Dattilo made a motion to pay all bills and authorized P.O.'s since the January 8th, 2024, meeting.

Paul Disantis seconded. Motion approved 3-0.

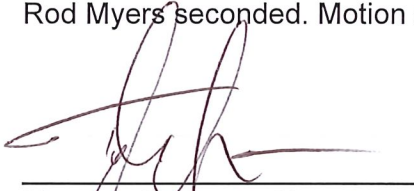
Mike Dattilo made a motion to enter into **executive session** at 7:31pm, pursuant to O.R.C.121.22 (G)(1). To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee and O.R.C.121.22 (G)(3) to conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending court action.
Rod Myers seconded. Motion approved 3-0.

Mike Dattilo made a motion to exit out of executive session at 8:08pm.

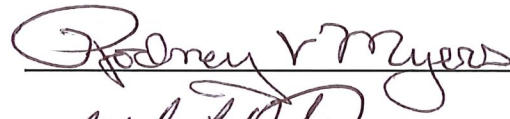
Paul Disantis seconded. Motion approved 3-0.


Adjournment

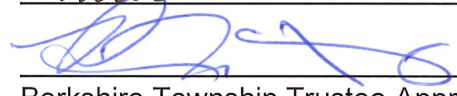
Mike Dattilo made the motion to adjourn at 8:10pm.
Rod Myers seconded. Motion approved 3-0.

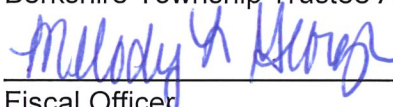


Meeting Secretary Signature
Acting Secretary
3-11-24







Berkshire Township Trustee Approvals


Fiscal Officer