



## Berkshire Township Trustees Meeting Minutes – February 9, 2026

---

### Call to order

**Determination of a Quorum/Roll call:** Trustees Mike Dattilo, Paul Disantis, Mary Howard were in attendance, also present were Township Administrator Tyler Lane, and Meeting Secretary, Alison Newton.

### Pledge of Allegiance

**Approval of meeting minutes** – Mike Dattilo made a motion to approve the minutes from the Organizational Meeting of January 12, 2025, and Regular Meeting of January 12, 2025.

Mary Howard seconded. Motion approved 3-0.

**The next Trustee Meeting:** March 9, 2025, at 1454 Rome Corners Road at 7:00 p.m.

**Announcements:** Reminder that the business offices will be closed Monday, February 16, 2026, in honor of President's Day

**Old Business:** none

### New Business:

Mike Dattilo made a motion to approve **Purchase Order 2026-1** payable to the Delaware County Engineer in the amount of \$15,000 for salt.

Paul Disantis seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Purchase Order 2026-2** payable to the City of Sunbury in the amount of \$43,000 for JRD expense prior to PO to Eastern Delaware County JRD.

Paul Disantis seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Purchase Order 2026-3** payable to Delaware County Homeland Security in the amount of \$658.06 for additional fee to Delaware County Homeland Security 2026 Emergency Management.

Mary Howard seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2026-2-R1** entering into a Road Maintenance Agreement for 3B's and K Road with Berlin Township and the City of Sunbury  
Mary Howard seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2026-2-R2** certifying Township Road Mileage in the amount of 26.566 miles.  
Paul Disantis seconded. Motion approved 3-0.

Mary Howard made a motion to approve **Resolution 2026-2-R3** authorizing the Administrator to Request from the Delaware County Auditor's Office the approval to advance 90% of Berkshire's Property Tax Collection as of February 10, 2026  
Paul Disantis seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve **Resolution 2026-2-R4** authorizing reimbursement checks in the amount of \$75 to reimburse the cost of new mailboxes for mailboxes broken during snow clearing. (8 residences including: Charlene Russo 9019 Dustin Rd, Melody George 2275 Blayney Road, Steven Baughn 2575 Blayney Road, Britani Galloway 6853 Falling Meadows Drive, Lesley Kurtz 7350 Berkshire Road, Nicole McNichols 8285 Berkshire Road and Jim Zakrajsek 7960 Berkshire Road and Lisa Schoonover 1773 South 3B's and K Road)  
Paul Disantis seconded. Motion approved 3-0.

Mary Howard made a motion to approve **Resolution 2026-2-R5** authorizing support for The Ohio Commission for the United States Semi quincennial (America 250-OH)  
Paul Disantis seconded. Motion approved 3-0.

#### **Discussion:**

- Delaware County Health Department – Aly Hillier reported that there is an annual district advisory council meeting on March 19 and they are advertising for a board opening on the council. Also, there have been funds dedicated to firearm lock boxes for residents, let her know and she can provide them.
- Fire Board report – Paul Disantis reported 2025 statistics from the department: there were 1700+ calls and 52% were for EMS. Paul noted that the new facility has had a slight construction delay and is expected to now open in May. Finally, there was a federal grant approved for 3 additional personnel and the federal government will pay portion of their costs for the first three years.
- Roads and Maintenance: Tyler mentioned how much time and work the township has committed to removing the snowfall over the past weeks. Mike Dattilo added notes about the hard work the crew has worked and expressed his gratitude. He noted that the snow that hits the mailboxes is often what

causes damage to the mailboxes rather than the plow itself causing damage. He said that they would discuss with other townships how they deal with mailboxes being damaged and if there is existing damage to the mailboxes (rotten wood etc.) there might be a need for new policies on whether to reimburse those. In these scenarios, the maintenance department and supervisor would do the inspection, and they could make recommendations to the trustees. No request is made today; this is only something to consider for the next snow season. Road's agreements: Tyler mentioned an agreement they are hoping to formalize with Kingston Township (Blaney and Berkshire Rd) regarding the road sharing agreement.

- Building Update Considerations: Tyler noted that they met with the Columbus Architect Studio and received a quote for \$37,300 for renderings and options on how they can improve the design of the Berkshire Township building. Paul shared some ideas on how they could improve the layout of the building and this will be up for discussion in the coming weeks and can be put up for approval at a future meeting.

**Public participation:**

Ellen Ebe, Hollywoods Dr. asked about the exit lights that are flashing and Tyler noted this issue and will follow up on it. She also thought that \$75 for a replacement mailbox would not cover the cost of a mailbox and asked if the township would consider raising the dollar amount for this replacement. Mary commented that as trustees discussed a new mailbox policy, they will take this into consideration. Ellen asked about the Christmas memorial tree that was in the pavilion and if it had been planned and Tyler said yes. The tree is planted in the Northwest corner behind the new courts.

**Paying of bills:** Mike Dattilo made a motion to approve all bills and authorized P.O.'s since the January 12, 2026, meeting.

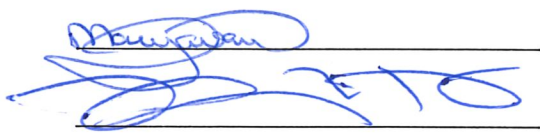
Mary Howard seconded. Motion approved 3-0.

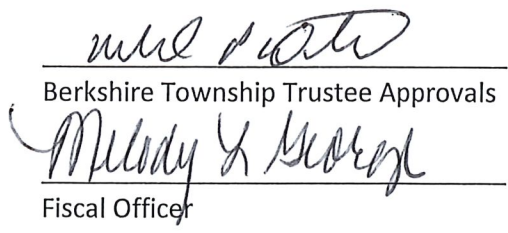
**Adjournment:** Mike Dattilo made a motion to adjourn at 7:36pm.

Paul Disantis seconded. Motion approved 3-0.

  
\_\_\_\_\_  
Meeting Secretary Signature

3-9-26  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Berkshire Township Trustee Approvals

  
\_\_\_\_\_  
Fiscal Officer