



Berkshire Township Trustees
Meeting Minutes – March 9, 2026

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

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

Pledge of Allegiance

Approval of meeting minutes – Mary Howard made a motion to approve the regular meeting minutes: of February 9, 2026.

Paul Disantis seconded. Motion approved 3-0.

The next Trustee Meeting: April 13, 2026, at 1454 Rome Corners Road at 7:00 p.m.

Announcements:

Old Business: none

New Business:

Mike Dattilo made a motion to approve **Resolution 2026-3-R1** authorizing reimbursement checks in the amount of \$75 to reimburse the cost of new mailboxes for mailboxes broken during snow clearing. (2 residences including: Fabia Taylor of 2898 Indian Summer Drive, Galena 43021 and Tim Mast of 7122 Berkshire Road, Sunbury 43074.

Paul Disantis seconded. Motion approved 3-0.

Paul Disantis made a motion to approve **Resolution 2026-3-R3** authorizing township administrator to enter a contract with Columbus Architectural Studio and to approve **Purchase Order 2026-3-P3** payable to Columbus Architectural Studio in an amount not to exceed \$37,500.00 for programming design options for potential Hall expansion.

Mary Howard seconded. Motion approved 3-0.

Roads and Maintenance Discussion

- Tractor Update: Tyler announced that the mower attachments have been ordered and should be ready for Spring mowing.
- Kubota: The old Kubota has been sold for over \$9,000, which recouped most of the cost that was originally spent on the mower.
- Tiger Mower: The existing riding mower is past its life expectancy, and the township will request to purchase a new riding mower for township maintenance. The old mower will be used primarily for cemetery use. The current recommendation for a new mower provided by the maintenance supervisor costs \$15,167 and will be requested at the next township meeting.
- Trailer: The current township trailer is broken, and as such there will be a purchase request for a new trailer that can fit two mowers which will cost around \$4,600.
- Maintenance of Northern Township Property: There is a large hill in the property near NorthStar, and the Township does not have proper equipment to mow that. Tyler received a quote to mow that land and it wouldn't need maintained that regularly so he will follow up with the township maintenance supervisor on the quote he received.
- Road Agreement with Kingston Township: Doug Ridel has been working with Townships to have formal agreements on road sharing between townships. Tyler has a meeting tomorrow with these entities to discuss more.
- Mailbox Policy: Tyler and the trustees will be working to formalize a new mailbox policy. For shared roads, there would need to be an agreement if Kingston Township damages a Berkshire Township mailbox there would be similar language for if Berkshire Township damages Kingston township mailbox. Berlin township mailbox policy may be helpful to consider how to reimburse mailboxes but has a set of circumstances that they consider— such as checking to make sure the post is not rotted etc. as well as a reimbursement to be requested within a certain period of time.

Discussion:

- Delaware County Health Department – Aly Hillier has left the department. We want to thank her for her support and wish her well. We hope to meet the successor soon.
 - Tyler noted that the health district has a program for safe cribs, which offers safe, free cribs. Check out the District website for more information.
 - Also, on May 2 from 9-11:30am, there is a free shredding event being held at the health district office for residents.
 - Finally, the health district is starting a program for community clean-up. From April-June there will be volunteer litter clean up, and volunteer groups are encouraged to help out and will be provided with necessary materials for clean-up.
- Fire Board report – Paul Disantis updated the board regarding the second station being built. They will be looking at a May opening with a grand opening with details TBD.

- Parks Committee – Mary Howard updated the board about the grand opening of the new courts which has a grand opening on May 2 from 1-3pm. There will be vendors and activities for families and community members. Details about a flag day event (June 14th) will come soon!
- Berkshire Township Annexation Agreement (Hoover Reservoir): The city of Columbus has reached out to the township to annex part of land next on the Hoover Reservoir. They are working with local townships on this and are ensuring that private land that abuts their property will not annex into Columbus. There will be an additional meeting to solidify the agreement and there will be public meetings available for comments and concerns.
- Incentive Review Group – Engagement Update: The pricing is increasing for the Bradley Pain Group that has been used in the past which looks at the local TIFs and making sure funds are going to the correct account. This fee was \$10,000 per year but now the request is \$22,500 annually. Tyler said that he thought this was a fair increase due to the amount of time and work that they do for the Township. This is not a request currently, but a notification that can be up for discussion and approval at a future meeting.

Public participation:

Ellen Ebe, Hollywoods Dr. asked Paul about the no burn period and asked how that is enforced. Paul said that it is in Ohio and wasn't sure how that is enforced but can reach out to the Fire Chief and follow up.

Paying of bills: Paul Disantis made a motion to approve all bills and authorized P.O.'s since the February 9, 2026, meeting.

Mary Howard seconded. Motion approved 3-0.

Adjournment: Mike Dattilo made a motion to adjourn at 7:37pm.

Mary Howard seconded. Motion approved 3-0.

Mary Howard For Secretary
Meeting Secretary Signature

4-14-26
Date

[Signature]

[Signature]

[Signature]
Berkshire Township Trustee Approvals

Melody & George
Fiscal Officer