



**Berkshire Township Trustees
Regular Meeting Minutes
September 12, 2022**

Call to Order: 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 were in attendance. Also Present were Kevin Vaughn, Township Administrator; Melody George, Fiscal Officer; and Chris Sharlike, Meeting Secretary

Pledge of Allegiance

Motion to approve the minutes from August 8, 2022: Motion to approve made by Mike Dattilo and seconded by Rod Myers. Motion approved 3-0.

The next Trustee meeting: October 10, 2022, at 1454 Rome Corners Road at 7:00 p.m. (*see New Business item 1*)

Announcements: Trick or Treat in Berkshire Township will be Monday, October 31st, 6:00-8:00 p.m. (rain or shine).

New Business:

- **Discussion on October meeting:** October 10th is an office holiday, and that meeting was canceled during the January 10th organizational meeting. Now that Trustees meet once per month, the October 10th meeting needs to be reinstated or an alternate date chosen.
 - Mike Dattilo made a motion to schedule the next Trustee meeting for October 10th. Rod Myers seconded, and the motion was approved 3-0.
- **BST&G Fire District Presentation**
 - Christopher Kovach, Fire Chief, gave an update on the needs assessment for a possible second station. In August of 2021, BST&G contracted with The Ohio Fire Chief's Association to do a fire station needs assessment and location analysis. A comprehensive report came back in May of 2022. Items covered in the report included:
 - Type of community/governments served
 - Run data review, which showed a significant increase over 2020
 - Risk assessment – Berkshire Township has quite a bit of risk, especially in the I-71 corridor
 - Deployment/operations

BST&G currently covers 54 square miles with one station. The study recommended two additional fire stations. According to the study, the optimal location is on Wilson Road by the water tower. BST&G is looking to secure land in that area, which would give them good protection for high-risk areas. The second location recommended was 605 and Murphy Road area, but the Fire Board believes Longshore and 37 would be a

better location because of the potential growth due to the Intel facility. The plan is to move forward with the Wilson Road station and keep a close watch on Trenton Township. They will locate and secure land in Trenton Township for a future station.

Current projections are that it will take 2 to 2 ½ years to design and build a second fire station. The cost range estimate, including land, is 5.7 to 6.7 million. They are looking into various funding options, but need to get the land and an architect in order to get firm numbers and make decisions about funding.

Chief Kovach also discussed "span of control". Each emergency supervisor can effectively manage 3-5 people: There is a need for more command staff because BST&G is running two trucks, each with different responsibilities, and a staff of 7.

- **Motion to approve Resolution no. 2022-9-7 Declaration of nuisance and abatement of nuisance, pursuant to R.C. 505.87, on real property located at 7301 State Route 37, Sunbury, Ohio 43074** (*Delaware County Permanent Parcel Number 417-220-02-031-001 see attachment*)
 - Zoning Inspector David Weade explained that the temporary permit for the storage containers at Holiday Inn Express have expired and repeated requests to Holiday Inn to have them removed have been unsuccessful.
 - Mike Dattilo made the motion and Rod Myers seconded. The motion was approved 3-0.
- **Motion to accept the resignation of Connor Woodford effective September 19th**
 - The Board expressed their appreciation for Connor. They are sorry to see him go, and wish him the best. Motion made by Mike Dattilo and seconded by Paul Disantis. Motion approved 3-0.
- **Motion to approve Resolution no. 2022-9-1, vacation payout for unused vacation time for Connor Woodford for the balance of his vacation hours.**
 - Motion made by Mike Dattilo and seconded by Rod Myers. Motion approved 3-0.
- **Motion to authorize the Township Administrator to advertise and interview for the position of full-time maintenance worker.** (*Job description attachment*)
 - Motion made by Mike Dattilo and seconded by Paul Disantis. Motion approved 3-0.
- **Motion to utilize GovDeals for the purpose of listing, advertising, and selling old unused equipment.**
 - Motion made by Mike Dattilo and seconded by Paul Disantis. Motion approved 3-0.
- **Motion to approve Resolution no. 2022-9-2 to list and advertise on GovDeals.com the following items:**
 - 1992 Chevy 2500 Dump Truck – 1GBJK34N3NE190137
 - 1999 Wacker WB16A Power Buggy – 5077502
 - Motion made by Mike Dattilo and seconded by Rod Myers. Motion approved 3-0.
- **Motion to approve Resolution no. 2022-9-3, a blanket P.O. payable to Fanning Howey in the amount of \$50,000 for architectural design services.**
 - Motion made by Mike Dattilo and seconded by Paul Disantis. Motion approved 3-0.

- **Motion to approve Resolution no. 2022-9-4, a purchase order payable to the Ohio Township Association in the amount of \$15,100.00 for property and liability insurance**
 - Motion made by Mike Dattilo and seconded by Rod Myers. Motion approved 3-0.
- **Motion to approve Resolution no. 2022-9-6, to obtain a third official certificate of estimate of resources for 2022 as provided by the Budget Commission of Delaware County, Ohio and being total resources of \$4,355,610.86**
 - Motion made by Mike Dattilo and seconded by Paul Disantis. Motion approved 3-0.
- **Motion to approve Resolution no. 2022-9-5, the certificate of estimated resources for 2023 as provided by the Budget Commission of Delaware County, Ohio and being total resources of \$4,896,966.47**
 - Motion made by Mike Dattilo and seconded by Rod Myers. Motion approved 3-0.
- **Motion to authorize the Township Administrator to execute a professional services agreement by and between Bradley Payne, municipal advisors.**
 - Administrator Kevin Vaugh explained that this is a professional services agreement to begin the process of the township becoming Bond rated. This has been authorized by legal counsel.
 - Motion made by Mike Dattilo and seconded by Paul Disantis. Motion approved 3-0
- **Motion to approve Resolution no. 2022-9-8, a purchase order payable to Bradley Payne in the amount of \$25,000.00 for the purpose of municipal advisory services.**
 - Motion made by Mike Dattilo and seconded by Rod Myers. Motion approved 3-0

Discussion

- **Administrator Kevin Vaughn presented the 2023 budget**
 - Revenue is up about 6%
 - The budget for 2023 has been increased by 4.34%
 - An inventory of everything is done annually
 - Equipment replacement is planned as part of the budget; there is no need to finance equipment
- **Administrator Kevin Vaughn gave a facility update**
 - Plans for the modernization of the Township Hall include adding on to the front and back of the existing building.
 - A high-tech hearing room will be added to the front of the building, and will seat about 100 people.
 - Offices will be expanded and a conference room added using monies from the American Rescue Plan
 - A family restroom will be added per code
 - Security will be upgraded
 - 3 bays would be added, including a wash bay
 - Plans are for a new building to be added to the park and will include:
 - A community room that will either seat 54 or 72, which would be available for rental
 - Restrooms that are accessible to the outdoors
 - Basketball, pickleball, and tennis courts
 - A new playground

- The walking section of the walking path behind the current township hall would be removed and re-routed to make it safer.

The architects are doing cost analysis so the township can decide how and when to move forward.

Public Participation

- Ellen Ebe, Holly Woods Drive, expressed that the community lost a valued member in Phil Gardner, and that he would be missed.
- Zoning Inspector David Weade confirmed that the hearing on the Plumb Creek development would be held during the October 10, 2022 Trustee meeting.

Paying of Bills

- **Motion to pay all bills and authorize P.O.'s since the last regularly scheduled meeting of August 8, 2022:**

Motion made by Mike Dattilo and seconded by Paul Disantis. The motion was approved 3-0.

Adjournment

- **Motion to adjourn:**

Mike Dattilo made a motion to adjourn and Rod Myers seconded. Motion approved 3-0.



Meeting Secretary Signature

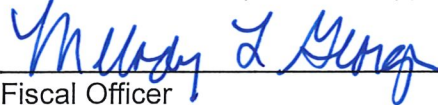
10-10-22







Berkshire Township Trustee Approvals



Fiscal Officer