



Berkshire Township Trustees
Meeting Minutes – May 11, 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 Kevin Vaughn, Township Administrator and Meeting Secretary, Alison Newton

Pledge of Allegiance

Approval of meeting minutes – Mary Howard made a motion to approve the Regular Meeting of April 13, 2026, 2 Special Meetings of April 13, 2026, and Special Meetings of April 16, 2026, and April 22, 2026

Mary Howard seconded. Motion approved 3-0.

The next Trustee Meeting: June 8, 2026, at 1454 Rome Corners Road at 7:00 p.m.

Announcements:

The township is happy to announce that Kevin Vaughn has rejoined the township as Township Administrator. This was effective May 4th. Welcome back.

Save the Date - The township will hold a Flag Day Community Celebration on Sunday, June 14th from 1:30-3:30p.m. This will include a kid's costume parade, cookout and other fun for the family.

Old Business:

Mary Howard made a motion to approve **Resolution 2025-5-R5** approving of the Columbus Annexation agreement.

Mike Dattilo seconded. Motion approved 3-0

New Business:

Mike Dattilo made a motion to approve **Purchase Order 2026-5-1** payable to Delaware County Auditor in the amount of \$1,243,126.04 for Columbus Outlet TIF for 1st half tax distribution for 2025.

Paul Disantis seconded. Motion approved 3-0

Mike Dattilo made a motion to approve a **Blanket Certificate** in the amount of \$10,000 for Delaware County Health Dept for fees for the 1st half tax distribution.

Paul Disantis seconded. Motion approved 3-0

Mike Dattilo made a motion to approve **Resolution 2026-5-2** to increase estimated resources for fund 3902 NW Berkshire TIF to 750,000 to accommodate additional funds in the 2025 1st half tax distribution.

Mary Howard seconded. Motion approved 3-0

Mary Howard made a motion to approve **Resolution 2026-5-3** to increase the budget and appropriations for the fund 3902 NW Berkshire TIF to \$750,000 due to increased distributions from 1st half tax for 2025.

Paul Disantis seconded. Motion approved 3-0

Mary Howard made a motion to approve **Resolution 2026-5-4** to reallocate funds in TIF Fund 4905 for tax collection fees of \$260,000

Paul Disantis seconded. Motion approved 3-0

Paul Disantis made a motion to approve **Resolution 2026-5-5** to reallocate funds in TIF Fund 4904 for tax collection fees of \$74,000

Mary Howard seconded. Motion approved 3-0

Mary Howard made a motion to approve **1st half tax distributions for 2025** as follows:

NW Berkshire TIF \$662,389.57

Berkshire Twp II Incentive District TIF \$225,170.01

TIF Other \$24,555.82

TIF Columbus Outlet TIF \$1,243,126.64

TIF North - \$149,619.26 and \$363,120.24

Gen tax - \$250,501.48

Road tax \$248,872.35

Paul Disantis seconded. Motion approved 3-0

Mike Dattilo made a motion to approve **Resolution 2026-5-6** approving the issuance of a credit card with \$5000.00 limit for new administrator Kevin Vaughn.

Mary Howard seconded. Motion approved 3-0

Mike Dattilo made a motion to approve **Resolution 2026-5-7** approving the payout of unused sick and vacation leave in the amount of \$16,354.80 for Tyler Lane.

Paul Disantis seconded. Motion approved 3-0

Mike Dattilo made a motion to approve **Resolution 2026-5-R1** establishing a road maintenance agreement for Berkshire Road and Blayne Road between Berkshire Township and Kingston Township.

Discussion: Doug Riedel from the Delaware County Engineers office spoke about the road maintenance agreement and requests the agreement to be approved by the trustees.

Paul Disantis seconded. Motion approved 3-0

Paul Disantis made a motion to approve **Resolution 2026-5-R2** authorizing a payment to Big Walnut Civic Association in the amount of \$3000.00 for July 4th activities.

Mary Howard seconded. Motion approved 3-0

Mary Howard made a motion to approve **Resolution 2026-5-R3** authorizing payment to the City of Sunbury in the amount of \$20,000.00 for Joint Recreational Parks Department (JRPD) funding.

Mike Dattilo seconded. Motion approved 3-0

Paul Disantis made a motion to approve **Resolution 2026-5-R4** authorizing the listing of a 2015 Zero Turn Mower and a Rear Flail Mower which are no longer in use.

Paul Disantis seconded. Motion approved 3-0

Mike Dattilo made a motion to approve **Resolution 2026-5-R5** authorizing payment to Decker Construction in the amount of \$34,564.60 for construction of ADA ramps in the Summerwood Subdivision.

Mary Howard seconded. Motion approved 3-0.

Discussion:

- Fire Board report – Paul Disantis
- Parks Committee – Mary Howard gave appreciation to all the dedicated staff that worked hard to put this event on. Sunday June 14th is a Flag Day celebration and there will be more information to come.
- Building update – Mary Howard updated that the architects have been out and Kevin will follow up for one more meeting before talking about next steps.

- Roads update – Mike Dattilo updated that the crew has been out mowing. There have been updates with curbs as new pavement has been laid down. They will be receiving the new mowers soon to help work on the ditches as well.

Paul Disantis made an announcement that he is resigning as trustee effective May 22nd, he is moving out of the township and thus will not be able to hold this position any longer. Mike and Mary gave their appreciation for his service.

Public participation:

Ellen Ebe, Hollywoods Dr. asked about what happens next with Paul’s resignation. Mike provided some information.

Mike Dattilo made a motion to post/advertise for the open position of Berkshire Township Trustee with letters of interest to be submitted to the Township Administrator by the end of day May 22nd.

Paul Disantis seconded. Motion approved 3-0.

Paying of bills:

Mike Dattilo made a motion to pay all bills and authorized P.O.’s since the April 13, 2026, meeting.

Mary Howard seconded. Motion approved 3-0

Paul Disantis made a motion to enter **executive session** pursuant to ORC 121.22(g)(1) to consider the employment of a public employee.

Mike Dattilo seconded. Motion approved 3-0

Mike Dattilo made a motion to **reopen the regular meeting**.

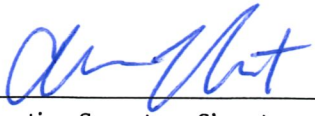
Paul Disantis seconded. Motion approved 3-0

Mike Dattilo made a motion to post a special meeting for the purpose of going into executive session pursuant to ORC 121.22 (G) (1) to interview potential candidates for the open position of Berkshire Township Trustee on Wednesday May 27.

Mary Howard seconded. Paul Disantis abstained. Motion approved 2-0.

Adjournment: Mike Dattilo made a motion to adjourn at 7:50 pm.

Mary Howard seconded. Motion approved 3-0.



Meeting Secretary Signature



Date





Berkshire Township Trustee Approvals


Fiscal Officer