Berkshire Township Trustees

Meeting Minutes – October 12, 2026, 7:00 PM

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

Determination of a Quorum/Roll call: Trustees Mike Dattilo, Mary Howard, and Stephen Ciacchi, also present were Kevin Vaughn, Township Administrator and Meeting Secretary, Alison Newton.

Pledge of Allegiance

Approval of meeting minutes – Mike Dattilo made a motion to approve the Regular Meeting of September 16, 2026. Mary Howard seconded. Motion approved 3-0.

The next Trustee Meeting: November 9, 2026, at 1454 Rome Corners Road at 7:00 p.m.

Announcements:

The township is hosting a Halloween Riddle Walk around the playground for little residents. Starting today through Halloween, check out the fun riddles and find out how to get a treat from our office. (treats during business hours for kids under 12 and while supplies last)

Old Business: None

New Business:

Stephen Ciacchi made a motion to approve $700,000.00 in temporary appropriations to 2027.
Mary Howard seconded. Motion approved 3-0.

Mary Howard made a motion to approve **Resolution No. 2026-10-R1**, accepting the Certificate of Estimated Resources for the fiscal year beginning January 01, 2027, from the Delaware County Budget Commission.
Stephen Ciacchi seconded. Motion approved 3-0.

Stephen Ciacchi made a motion to grant preliminary approval of Berkshire Township's proposed budget for fiscal year 2027, as presented in the schedule and totaling $14,717,065.95.

This approval establishes the Board of Trustees' proposed spending plan for budget preparation and planning purposes. The proposed amounts remain subject to revision based on certified estimated resources, actual beginning fund balances, and further Board review.
Mike Dattilo seconded. Motion approved 3-0.

Mary Howard made a motion to approve a change order in the amount of $28,800.00 for the reroofing project for 11,520 sq. ft. of OSB sheeting at the contract pricing of $2.50 per sq. ft.
Stephen Ciacchi seconded. Motion approved 3-0.

Mike Dattilo made a motion to approve a wage step scale for the Roads Maintenance Worker position.
Stephen Ciacchi seconded. Motion approved 3-0.

Stephen Ciacchi made a motion to approve **Purchase Order 2025-10-P1** payable to Concord Road Equipment Manufacturing LLC in the amount of $8793.16 for the purchase of a hydraulic cross conveyor (under-tailgate berm box).
Mike Dattilo seconded. Motion approved 3-0.

Stephen Ciacchi made a motion to approve an agreement with the State of Ohio Department of Transportation covering maintenance of local roads for local detour purposes.
Mary Howard seconded. Motion approved 3-0.

Stephen Ciacchi made a motion to approve **Resolution No. 2025-10-R2** withdrawing from the Eastern Delaware County Joint Recreational District.

The financial contributions have increased over the past years from $59,000 in 2025, $71,000 in 2026 and only will be increasing in 2027. This would be beneficial for the township to pull out of due to the financial burden. The trustees thought this would be a great idea to be involved with at the beginning of the discussions but as time has gone on it does not seem to be worth the money.
Mary Howard seconded. Motion approved 3-0.

Discussion:

Public participation:

Renee Vaughn introduced herself and thanked the township for hosting the recent Ohio Townships Association Meeting. The next meeting is in December and there will be an email coming out with more information.

Jan Adkins expressed her support regarding the Trustee's vote on the Eastern Delaware County Joint Recreational District.

Paying of bills:

Mike Dattilo made a motion to pay all bills and authorized P.O.'s since the September 16, 2026, meeting. Mary Howard seconded. Motion approved 3-0

Adjournment: Mike Dattilo made a motion to adjourn at 7:17 pm. Mary Howard seconded. Motion approved 3-0.

Meeting Secretary Signature

11-9-26

Date

Berkshire Township Trustee Approvals

Fiscal Officer