

BERKSHIRE TOWNSHIP TRUSTEES
REGULAR MEETING
DECEMBER 28, 2017

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

Roll Call: Bill Holtry, here; Rod Myers, here and Mike Dattilo, here.

Bill made a motion to approve the Special Meeting Minutes of December 11, 2017
Second by Mike. Vote: Unanimous.

Bill made a motion to approve the Regular Meeting Minutes of December 11, 2017
Second by Mike. Vote: Unanimous.

Bill made a motion to approve the Special Meeting Minutes of December 22, 2017
Second by Mike. Vote: Unanimous.

Public Participation:

- Ellen Ebe, Holley Woods Dr. asked about status of hiring new maintenance employees. It was confirmed that one part-time (on call person) and one full time person were hired.
- Phil Gardner, Cheshire Rd. – asked about a building being built on S. Galena

Old Business:

None

Road Report:

None

New Business:

- Rod brought up the fact that the trustees have decided to do annual reviews for employees and the procedure for that was discussed. It was decided to have Jeff and Rod create a review form and hand it out to the employees for them to review and understand their current job requirements. The actual first review will occur later in the year, probably July or August. In subsequent years, reviews will be held annually, near the first of the year, and any raises will be tied to the review.
- The trustees decided to award raises in January 2018 to the employees based on what the County is doing for 2018, as we have done in the past.

Bill made a motion to authorize the fiscal officer to draw upon the funds to pay the bills. Second by Rod. Vote: Unanimous. Rod made a motion to adjourn the meeting at 7:45 p.m. Second by Mike. Vote: Unanimous.

Respectfully submitted
Shawna Burkhams
Assistant Administrator