

Berlin Township Parks and Trails Committee

of Delaware County, OH 43015

Regular Meeting

Thursday, August 11, 2022: 6:30 p.m.

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CALL TO ORDER

2 The meeting was held at Berlin Township Hall, 3271 Cheshire Rd, and was called to order by
3 President Zach Brown at 6:30 p.m.

4 Committee members present: President Zach Brown, Vice President Joann Workman, Secretary
5 Christina Littleton, Summer Marshall, Coli Lucas, Lori Cornell, Eileen Faulds

6 Also present: Trustee Raehll

7 Not present: Mark Rawdon, Hillary Cerny

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AGENDA ITEM: VERIFICATION OF ADVERTISEMENT

10 Trustee Raehll verified that the meeting was advertised in the Delaware Gazette as a regular
11 meeting.

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AGENDA ITEM: APPROVAL OF MINUTES

13 Mr. Brown made a motion to approve the minutes from the 6/16/2022 Parks and Trails
14 meeting, as presented. Ms. Workman seconded the motion.

15 Vote: Brown, yes; Workman, yes; Cornell, yes; Faulds, yes; Marshall, yes; Littleton, yes; Lucas,
16 yes

17 Motion carried; the minutes were approved.

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AGENDA ITEM: E-MAILS FOR COMMITTEE MEMBERS

19 Trustee Raehll shared that everyone should have received an invitation to join the berlintwp.us
20 email. If not, the invitation should be forthcoming. She verified everyone was able to get it set
21 up. Trustee Raehll added that any and all communication related to the township should be
22 through the official berlintwp.us channel. The reason is because everything we do is public
23 record, open meeting, sunshine laws, and to ensure transparency and access to information for
24 our residents. The exchanges that we have could be a source of public record request. She
25 reminded committee members to make sure they check those emails regularly and to avoid
26 back and forth communication as a majority.

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AGENDA ITEM: MORPC SUNBURY

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28 Trustee Raehll explained that MORPC is a big planner across the State of Ohio and the county
29 regions, including Delaware County. MORPC has a program that we can apply for that can help
30 with the construction of a plan for trails and recreation. Trustee Raehll attended a Sunbury
31 meeting because they are helping Sunbury connect all the various trails. She participated in a
32 productive conversation that included making connections in Berlin Township. She suggested
33 having a member of the committee follow up with MORPC about the potential of applying for
34 this program by late fall. The program sounds similar to the work that Beth Hugh and Korda do,
35 except that we would not have to pay for it or it would be heavily supplemented. Trustee Raehll
36 said the representatives from MORPC seemed very open to receiving an application from Berlin
37 Township. She said she would get the contact information and forward it to a committee
38 member that is designated to follow up with MORPC. Ms. Lucas volunteered to follow up with
39 MORPC.

AGENDA ITEM: AUGUST 13TH TOUCH A TRUCK EVENT

41 Mr. Brown shared that some committee members that had previously volunteered for the
42 event, now have conflicting schedules. Ms. Workman said she could be there for the first half of
43 the event. Ms. Marshall said she could be there for the second half. Mr. Brown said he may be
44 able to be there for a little while at the beginning and the end of the event.

45 There was a discussion about what the set up would be at the Touch A Truck Event now that
46 the location has changed to the high school. A township map will be displayed on a table
47 decorated with Township colors. A sign with survey QR code will be available. Pens will be
48 available for residents to complete surveys in person. All items are to be at the Township Hall
49 by 4:00 p.m. the following day for pick up.

50 Trustee Raehll shared that the Board of Trustees was pleased with the survey, but that the
51 committee should track the sourcing of the survey, where the survey was completed and how it
52 was submitted. This should be documented at the event. She added the drop box has not been
53 set up because it introduces some liability issues with the Zoning Department. There are
54 timelines with different things, when things need to be submitted. If they are submitted to a
55 box then we don't know what time they were received and it could become a potential issue.

56 Ms. Marshall and Trustee Raehll discussed how to determine whether those who complete
57 surveys are township residents. Trustee Raehll explained we have to have an inherent amount
58 of trust built in. She said this came up in a Trustees' meeting. When you have multiple ways of
59 submitting a survey anonymously, there is the possibility that people may attempt to

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60 manipulate the data. The hope is that if you have enough data, 800 responses, with some
61 corruption on each end, that the data ends up evening out. The trustees decided the survey
62 should remain anonymous.

63 Trustee Raehll said someone should begin entering the handwritten completion of the survey.
64 They should start a google spreadsheet with the questions and a column called "source" which
65 will identify the source of the submitted data.

66 Mr. Brown made a motion to appoint Ms. Workman, Ms. Marshall, and himself to represent the
67 Parks and Trails Committee at the Touch A Truck Event on August 13. Ms. Lucas seconded the
68 motion.

69 Vote: Brown, yes; Lucas, yes; Marshall, yes; Cornell, yes; Faulds, yes; Workman, yes; Littleton,
70 yes

71 Motion carried.

72 Ms. Marshall made a motion to allow herself permission to insert the handwritten surveys into
73 a Google spreadsheet. Mr. Brown seconded the motion.

74 Vote: Marshall, yes; Brown, yes; Workman, yes; Littleton, yes; Lucas, yes; Cornell, yes; Faulds,
75 yes

76 Motion carried.

77 **AGENDA ITEM: SURVEY UPDATE**

78 Trustee Raehll said we have 331 responses so far. 99.4% live in the township. 43% are 35-44
79 years of age, 30% are 45-54 years of age, 13% are 55-64 years of age, 7.9% are 25-34 years of
80 age. Average age is 39. Gender, 65% female, 33% male, slight percentage prefer not to answer.
81 We should have that be closer to 50/50.

82 Ms. Faulds asked where the survey was distributed. Trustee Raehll responded that it was put
83 out in the township newsletter and put on Facebook. Hard copies were inserted into and
84 mailed out with the newsletter. We've had a number of surveys dropped off at the office and
85 one mailed in. Ms. Faulds said surveys completed at the Touch A Truck would most likely be
86 female too. Trustee Raehll asked if there was anything we could do event-wise to increase male
87 survey completion. Several locations were discussed that may increase male participation
88 including Cheshire Market, sporting events, churches, the marina, golf clubs, Source Point.

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89 Trustee Raehll explained that in order for a survey to be valid and reliable, it has to mirror the
90 actual demographic to be truly representative as a sample population of our township. Ms.
91 Marshall suggested the possibility that those that preferred not to disclose their gender may
92 have been completing the survey together as husband and wife. Ms. Faulds asked what range
93 we would like the data to fall under. Trustee Raehll said we'd like the data to be as close to
94 50/50 as possible.

95 Ms. Lucas said that in many situations, she is the one that gets things for her household. Just
96 because she is the one that filled out the survey, doesn't mean she didn't discuss it with her
97 husband.

98 Mr. Brown added that most Facebook submissions are likely female. Trustee Raehll asked Ms.
99 Littleton if she has ever looked at the analytics on the Township Facebook site. She had not. Ms.
100 Faulds asked if we could share the survey with targeted groups on Facebook. Ms. Marshall
101 suggested HOAs. Trustee Raehll said HOAs would be great. Mr. Brown suggested Nextdoor.
102 Trustee Raehll reminded the committee to be sure the posts on Facebook remain neutral, so
103 that we receive unbiased data.

104 Trustee Raehll continued sharing survey data. In describing their household, by far the majority
105 had 2 adults, and a good majority had 2 children. 51 that completed had 1, 134 had 2, 52 had 3,
106 87 had no children under 18. Question: Please indicate the extent to which you agree or
107 disagree with the following statement: Parks, trails, and additional recreational opportunities
108 are needed in Berlin Township. 74.6% strongly agree, 15.4% agree, 3.6% disagree, 6% strongly
109 disagree. How likely are you to support a township tax levy for parks, trails, and additional
110 recreational opportunities are needed in Berlin Township? 64% very likely, 21% likely, 9.4% very
111 unlikely, 4.8% unlikely.

112 Ms. Faulds asked why a 5-point scale wasn't used. Trustee Raehll explained that we wanted to
113 know an action we could take, not a neutral response that doesn't support an action.

114 Trustee Raehll continued with data. Which of the following amenities would you support
115 township tax dollars funding? Check all that apply. Number one is multiuse paths at 76%,
116 number two is pool at 56%, number three is community recreation center at 48%, number four
117 is township park/playground, a distant number five is splashpad. For the feedback section,
118 we're going to need to print it out and go through as a committee in October. We will need to
119 take the feedback with a grain of salt as some does not relate to the inquiry at hand, but it will
120 be retained, acknowledged, and taken to the appropriate source.

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121 Mr. Brown asked Trustee Raehll if she had gotten any feedback on the URL on the survey. She
122 explained that the URL is berlintwp.org and it posted in the newsletter as berlin.org. The good
123 news is that the newsletter also had the QR code, it's on the website, it's on social media. Only
124 two people called in about it, and she was able to return their call. Mr. Brown said he did his
125 best to contact the city of Berlin, Germany, but they have not responded. Trustee Raehll
126 thanked him for trying to make that URL work for the township. The mistake doesn't seem to
127 have hindered survey completion, Trustee Raehll added.

128 Trustee Raehll said the next step should be sharing with HOAs and different social media sites.
129 Committee members should be sure to ask residents at the Touch a Truck if they have already
130 completed the survey.

131 **AGENDA ITEM: MEETING WITH BETH HUGH OF KORDA**

132 Mr. Brown said he and Ms. Workman had met with Beth Hugh of Korda to discuss the proposal
133 she sent and get a better understanding of it. Essentially the top-level number was \$44,000
134 which included the drawing of the map and the survey. He said they explained the township's
135 budget and that we were planning on doing our own survey. Ms. Hugh said she would see what
136 they could do to fit in our budget. Mr. Brown has not received a response yet. Ms. Workman
137 said that's what she had taken away from the meeting too.

138 Ms. Lucas asked if we could merge MORPC services with Korda services. Mr. Brown asked if we
139 would need Korda services if MORPC does it. Ms. Faulds asked if MORPC is a grant. Trustee
140 Raehll said it is, basically. Ms. Workman asked if Mr. Rawdon said he writes grants. Trustee
141 Raehll said he has done that before and volunteered his services to do it. Ms. Faulds said she
142 writes research grants, so she could help in the process. Trustee Raehll suggested Ms. Lucas
143 connect Mr. Rawdon and Ms. Faulds with MORPC to complete the application process.

144 Ms. Workman added that she learned the Korda proposal was for a needs assessment and did
145 not include a master plan. A master plan would cost over \$100,000. The committee agreed the
146 Korda proposal would not work for the township.

147 Trustee Raehll suggested reaching out to Scott Sanders with DCRPC about connection and
148 resources related to a master plan since he has worked on the Delaware County plan for trails.

149 Ms. Lucas recalled her conversation with Paul at Genoa. It seemed he had taken a master plan
150 from Westerville and placed their data into it. She asked if we could go a similar route once we
151 have our own data? Trustee Raehll believed we could do something similar.

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152 Mr. Brown understood that the master plan included all of the engineering details, just shy of a
153 plan you could hand to a construction company. Ms. Workman said Ms. Hugh explained that a
154 master plan would give you a map suggesting how to acquire land, etc., like a phasing road
155 map.

156 Trustee Raehll suggested an action item for committee members to look at other communities'
157 master plans. Some are complex like Korda and some are simpler. She thinks MORPC could
158 really help us, with maps, meetings, logistical things, then build a template for us.

159 Ms. Lucas shared some of the components of the Genoa Township master plan which is
160 available on their website. Trustee Raehll said we have the US Census data now. We could find
161 all of the local demographic information and get started on that part of the master plan. Ms.
162 Lucas said we could start describing the current and planned recreational amenities. Trustee
163 Raehll agreed and added we could identify gaps, such as public sports facilities. Ms. Lucas said
164 Genoa's plan doesn't appear to contain any construction ready plans.

165 Trustee Raehll shared some of the activities that occurred during the Sunbury MORPC meeting.

166 Trustee Raehll noticed the agenda did not allocate a time for public comment. She suggested
167 that be added to the end of today's meeting and added to future agendas after approval of
168 meeting minutes.

169 Mr. Brown asked the audience if there was any public comment. Richard Taylor, 3025 Cheshire
170 Road, said he was hoping to see a map, but it seems too soon in the process. Trustee Raehll
171 said we could bring out the township map, but that we are just getting started. She added we
172 had a construct of different activities going on and identified major arteries of trails throughout
173 the township. These include east/west connections Cheshire Road and 36/37. North/south
174 connections were Lackey Old State, Africa Road, and Piatt Road. Trustee Raehll explained that
175 the township will work toward connecting all of the sections of multiuse trail constructed by
176 various developers. Mr. Taylor asked if a bike path on private property was part of the plan for
177 the widening of Cheshire Road. Trustee Raehll said the most that could be done on Cheshire
178 Road at this time would be to add a 3'-4' berm similar to that on Africa Road. She added the
179 township does not have any current plans for additional paths on Cheshire Road.

AGENDA ITEM: 2023 MEETING SCHEDULE

181 Ms. Marshall said she would like to be part of the Delaware County Master Gardener Program,
182 but their meetings are on Thursdays too in January and March. She wanted to make sure there

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183 would not be any conflicts. Trustee Raehll asked if Thursdays work well for the rest of the
184 committee. She said Thursday is difficult for her and she would likely have to miss meetings if
185 they were to be held on Thursday. Mr. Brown said Zoning meetings are on Tuesdays. Trustee
186 Raehll said Trustee meetings are on Mondays. Mr. Brown suggested Wednesdays. Trustee
187 Raehll asked if we should continue every other month. She asked about the third Wednesday.
188 The committee agreed to meet at 6:30 p.m. at the Township Hall on the following dates in
189 2023: January 18, March 15, May 17, July 19, September 20, November 15.

AGENDA ITEM: LATE ITEMS

191 Trustee Raehll said the Zoning Commission met on Tuesday and that they are working through
192 updating the Comprehensive Land Use Plan (CLUP). She explained it's not the zoning text, but a
193 visionary document that sets the tone for the zoning text. It informs residents of what they can
194 expect when it comes to zoning. The zoning commission requested feedback from the Parks
195 and Trails Committee regarding the CLUP. Trustee Raehll said the committee should offer a
196 contribution if it can, even though we are not far in our own plan development process. She
197 believes Scott Sanders has a near completed version of this document on the Delaware County
198 Regional Planning website. The request is to review the document in the next couple weeks and
199 provide feedback. Trustee Raehll suggested sending feedback to Ms. Littleton since she is a
200 member of the Zoning Commission. Ms. Littleton agreed.

201 Mr. Brown made a motion to adjourn without objection. Ms. Workman seconded the motion.

202 Vote: Brown, yes; Workman, yes; Littleton, yes; Lucas, yes; Marshall, yes; Cornell, yes; Faulds,
203 yes

204 Meeting was adjourned.

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Zach Brown, President

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Joann Workman, Vice President

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Christina Littleton, Secretary

Colynda Lucas

Mark Rawdon

Hillary Cerny

Summer Marshall

Lori Cornell

Eileen Faulds