



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*

4164 AVERY ROAD, HILLIARD, OHIO

Held **APRIL 16, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee – Present

Also Present - **Bob Kaufman, Asst. Fire Chief**
Steve Montgomery, Cemetery Sexton

RES. 07-16 Approval of Trustee Meeting Minutes for 3/5 and 3/19/07

Motion by Mr. Rice, seconded by Mr. Buck to approval the Norwich Township Trustee meeting minutes for 3/5 and 3/19/07. Motion passed.

SANEHOLTZ RESIDENCE – 4075 DUBLIN RD.

Mr. Saneholtz, resident of 4075 Dublin Rd., requested input from the Trustees regarding an area in the center of his property facing south where snow melts and could potential be gas related. Mr. Buck advised Mr. Saneholtz to contact the Ohio Public Utilities Commission to see if there is a gas line running underground.

RES. 07-17 Approval of Cemetery Lawn Treatment

Motion by Mr. Buck, seconded by Mr. Rice to approve Deep Green Lawn Service Company to treat the lawn areas at Wesley Chapel Cemetery three times at a cost of \$4,050 per treatment. Motion passed.

RES. 07-18 Approval of Returning Seasonal Employment Wage Rate Increase

Motion by Mr. Buck, seconded by Mr. Rice to approve an increase in the hourly wage rate of returning seasonal employees to \$11.00/hour. Motion Passed.

CEMETERY & ROADS

Steve Montgomery confirmed that Ahlum & Arbor has completed the cemetery tree and brush removal. According to Steve Montgomery, the estimate for the 2007 road work is still in process with the Franklin County Engineer's Office. Mr. Buck anticipated the estimate to arrive prior to this meeting. The item will be tabled until the estimate is received from the Franklin County Engineer's Office.

RES. 07-19 Approval to Tag Overgrown Bushes/Shrubbery at Wesley Chapel Cemetery

Motion by Mr. Rice, Seconded by Mr. Buck to approve the Cemetery staff to tag all overgrown bushes and shrubs requesting the plot owners to respond. Any plot owners that have not responded after Memorial Day will result in the overgrown bushes and shrubs being pulled up. Motion Passed.

CEMETERY FEES

Steve Montgomery provided the fees and plots costs charged by private cemeteries to the Trustees. Mr. Buck would like to review the fees with a couple of area funeral directors to resolve some long term issues. Trustees will continue to review.

RES. 07-19 Approval to Accept the Resignation of Mark Slane, Firefighter



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Motion by Mr. Rice, Seconded by Mr. Buck to accept the resignation letter submit by Mark Slane to resign from his firefighter position effective April 30, 2007. Motion Passed.

RES. 07-20 Authorizing the Closing of Real Estate Purchase Contract with the Franklin County Agricultural Society, Inc.

Motion by Mr. Buck, seconded by Mr. Rice to approve the consummation of the sale of real property of approximately 6.0 +/- acres on the terms set forth in the Contract and to authorize Jamie Miles, Township Fiscal Officer to attend the closing of the sale and to execute and deliver any such documents and take such other actions necessary in order to consummate the closing. Motion passed.

DOCUMENT IMAGING

Jamie Miles submitted a proposal from Capital City for the purchase of a document imaging system at a cost of approximately \$10,000. The imaging system would allow all Township documents to be scanned, stored, and searched. For security purposes, the system is HIPAA compliant and will be incorporated into the Township's Disaster Recovery Plan. Mr. Buck requested a plan to address how all prior year data would be incorporated into the records. Mr. Buck indicated that he hoped that the project could be absorbed internally without incurring any additional outside expense. The item was tabled for further review.

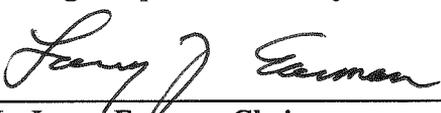
JOINT SAFETY BUILDING

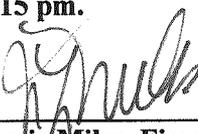
Mr. Earman indicated that he had previously met with representatives from the City of Hilliard to present the cost structure and repayment agreement to the City of Hilliard for the joint safety building. In general, the construction cost and land cost are to be allocated based upon the architects estimated cost of construction and adjusted for the actual cost of completed construction. Operating expenses of the new construction area of the joint building are to be shared based upon the square footage occupied by each party and is to include the common area square footage to be shared 50%/50%. Repayment to Norwich Township by the City of Hilliard will be for a 30 year term, monthly payments at an interest factor of 4.5% per year. After 30 years, Norwich Township will lease the area to the City of Hilliard for \$1 per year.

PROPERTY OF RALPH KINLEY FRAKER

The Board of Trustee's received a letter from the Executor for the property of Ralph Kinley Fraker (Fraker's Acre) located at 4641 Schirtzinger Rd. asking if the Township would be interested in purchasing the property. Upon discussion, the Trustees determined that at this time, the Township was not interested in pursuing the offer. Mr. Earman will notify the Executor of the estate.

Meeting of April 16, 2007 adjourned at approximately 7:15 pm.


Mr. Larry Earman, Chairman


Jamie Miles, Fiscal Officer