



NORWICH TOWNSHIP

RECORD OF PROCEEDINGS

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

4164 AVERY ROAD, HILLIARD, OHIO

Held

NOVEMBER 12, 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 - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Steve Montgomery, Roads/Cemetery Dept.
Dick McDermitt, Construction Manager

FIRE DEPT.

Chief Long reported that he was still awaiting official plans from the City of Hilliard in order to move forward with the ramp/paving of the Station 81 trailer. Chief Long expected that all work related to the ramp/paving project would be handled internally. In other items, Chief Long noted an early morning fire would probably be a fire loss in excess of \$1,000,000 for a local business. Also, the 2008 recognition banquet is scheduled for January 18, 2008.

CHILD CAR SEAT INSPECTIONS

Chief Long reported that child car seat inspections will begin November 19th and that the Township website, as well as, Kidsafe's website would be updated with the inspection schedule. Mr. Earman requested Chief Long to issue a press release with this information.

JOINT SAFETY BUILDING

Mr. McDermitt reported that basement footings have been dug, the anchor bolt drawings have been completed, and the masonry contractor was mobilizing on site. Mr. Earman noted that there were significant issues with the integrity of the remaining concrete. Mr. McDermitt confirmed and reported that he feels the issues are the responsibility of the contractors because due care was not taken when working around and with the concrete.

CEMETERY & ROADS DEPT.

As it relates to purchasing a speed sign, Mr. Buck requested Mr. Montgomery to obtain a price for a system that operates with solar panels. Mr. Buck stated that the speed sign should be as maintenance free as possible. Mr. Montgomery reported that the Hansen Court rework had been completed; however, a resident of Hansen Court was not happy with the work. Trustees authorized the Road Department to fix the repairs. Mr. Montgomery reported that the truck bed would probably make it through the winter but he thought it would be a better decision to replace it. The Board agreed to schedule the 2008 road survey for Monday, December 3, 2008 at 9:00 am. Mr. Johnson addressed the Board about the need to hire additional full-time personnel. Mr. Earman noted that the Board would take this under advisement and would consider the request when working on the 2008 budget. Lastly, Mr. Earman recognized Mr. Johnson's efforts in filling in during Mr. Montgomery's absence; all Board members noted a job well done.

HILLIARD POLICE REPORT

Chief Garnett provided the statistical report for October. Chief Garnett reported that for October there were 27 house checks, 12 parking complaints, 1 hit/skip and in response to speeding complaints, HPD completed 54 traffic duty stops. Chief Garnett noted that overall it was a normal month.



NORWICH TOWNSHIP

RECORD OF PROCEEDINGS

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

4164 AVERY ROAD, HILLIARD, OHIO

Held **NOVEMBER 12, 2007**

SOLICITATION PERMIT

Mr. Earman reported that the Township's legal counsel had forwarded a draft for a transient vendors policy and recommended that the Trustees take action at the next scheduled meeting. Mr. Earman noted that the policy would become effective 30 days after passage.

HOMESTEAD PARK PLAYGROUND RENOVATION

Mrs. Janell Thomas, Parks & Recreation Director for Washington Township, address the Board about the need to renovate the large playground at Homestead Park. According to Mrs. Thomas, the average life of a playground is twelve to fifteen years. Due to good maintenance, the playground has lasted fifteen seasons of use. Current playground items do not meet revised playground safety standards or ADA recommendations. The new renovations will address both of these issues. The new equipment is being purchased through the U.S. Communities Government Purchasing Alliance and the most recent estimated cost for the renovation is roughly \$125,000. Trustees unanimously voted to make a \$50,000 contribution to the renovation project.

FISCAL OFFICE

Mrs. Miles addressed the Board about the need to add a human resource support position. According to Mrs. Miles she does not feel she can effectively meet the needs of the Township's 100 employees in addition to her financial responsibilities. Mr. Buck stated that the discussion would be further pursued later in the meeting. Mr. Earman addressed the Board about the need to review and adjust the Township's investment activities in order to meet the cash flow needs for the joint safety building project.

YARD WASTE PICKUP

In response to a residential complaint, Mr. Buck confirmed that Local Waste picks up yard waste from May through October. Given that there are still many trees that have not lost their leaves, Mr. Buck will contact Local Waste to request that they continue to pick up yard waste through November.

TOWNSHIP ADMINISTRATOR

Mr. Buck addressed the Board about the need to consider creating the position of Township Administrator. According to Mr. Buck, the position would be responsible for the human resources activities, as well as, attend meetings on behalf of the Trustees and help with the increasing demands of being a larger township. Mr. Earman stated that the Board would need to work on a job description. Mr. Rice indicated that he was not in support of creating the position.

RES. 07-75 Approval of Trustee Meeting Minutes for 10/29/07

Motion by Mr. Rice, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for October 29, 2007. Unanimously approved. Motion passed.

RES. 07-76 Approval of Contribution for Homestead Park Renovation

Motion by Mr. Buck, seconded by Mr. Rice, to approve a \$50,000 contribution to Homestead Park for the large playground renovation. Funds are to be appropriated in 2008. Unanimously approved. Motion passed.



NORWICH TOWNSHIP, OHIO

RECORD OF PROCEEDINGS

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

4164 AVERY ROAD, HILLIARD, OHIO

Held **NOVEMBER 12, 2007**

RES. 07-77 Approval for John Deere TH 6x4 Gators

Motion by Mr. Buck, seconded by Mr. Rice, to approve the trade-in of two old gators and the purchase of 2 new John Deere TH 6x4 Gators for the purchase price of \$1,896.70. Unanimously approved. Motion passed.

Meeting of November 12, 2007 adjourned at approximately 1:10 p.m.

Mr. Larry Earman, Chairman

Jamie Miles, Fiscal Officer