



RECORD OF PROCEEDINGS

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

4283 DAVIDSON ROAD, HILLIARD, OHIO

Held **November 3, 2008**

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

- Roll Call - **Larry Earman, Chair – Present**
- Chuck Buck, Trustee – Present**
- Mike Cope, Trustee – Present**

- Also Present - **Dave Long, Fire Chief**
- Bob Kaufman, Asst. Fire Chief**
- Wayne Warner, Township Administrator**
- Dick McDermitt, Construction Manager**
- Steve Montgomery, Roads/Cemetery Dept.**

POLICE REPORT

Chief Garnett provided the September report and the results of the speed trailer deployment for Smiley Road and Fishingner Road (both deployments were for a 7 day period):

	<u>Traffic</u> <u>Count</u>	<u>Average</u> <u>Speed</u>	<u>Max</u> <u>Speed</u>
Smiley Road:	23,346	28 mph	68 mph – 1 count
Fishingner Road:	63,378	34.9 mph	67 mph – 1 count

FIRE DEPARTMENT

Chief Long noted that plans were under way to prepare for the move into the JSSB building. He had no other business to report.

CEMETERY & ROAD DEPARTMENT

Mr. Montgomery reported that preparations were under way for winter operations. Mr. Earman noted that Dean Ringle committed to providing the same salt allocation to those agencies that have purchased from them in the past which includes the Township. Per Mr. Cope’s request, Mr. Montgomery provided a review of snow equipment and removal processes employed by the Township, noting that for more than 27 years, there has been no material change in the way Township roads are plowed and treated for snow and ice removal. Mr. Buck asked that Mr. Montgomery and Mr. Warner review alternative treatments including pretreatment options that might yield some savings. Mr. Cope noted that he has a direct interest in the Penguin Company and will not take part in any decisions that involves Penguin Company. Mr. Cope strongly encourages the Township to look at pretreatment options and noted that evidence supports a direct 30% savings over traditional methods.

FISCAL OFFICE

Mrs. Miles provided a review of the current natural gas rates and proposed entering into an agreement with IGS to supply our natural gas for all Township locations at a fixed price of \$.0969 per CCF. Mrs. Miles noted that the agreement would be in effect for the period of December 2008 thru November 2009 and would automatically renew at the end of each term with written notification of



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termination. Mrs. Miles confirmed that this new agreement would cover the JSSB, Fire Station 83, and Dublin Road. This is the first time that all three locations will be covered under a single price agreement. The price per ccf has not been lower than \$1.00 since October 2007.

JOINT SAFETY BUILDING

The Board discussed and approved purchasing landscape material for the JSSB totaling \$12,461.44. Mr. Buck noted that all landscaping was on the Township's grounds. Mr. McDermitt reported that 95% of the paving and sealing work were complete and 99% of the electric and painting were complete. Carpet installation is to begin today and Life Safety is expected to be completed by the end of November. Mr. Buck complimented the prime contractors efforts in getting the work completed. In other discussions, Mr. Cope noted that he has made several attempts to reschedule the Northwest Parkway road improvement meeting with the City of Hilliard to no avail. He plans to follow up again next week.

TOWNSHIP ADMINISTRATION

The Board approved the Norwich Township Personnel Policies & Procedures Handbook applicable to all non-union Township employees. Mr. Warner reported that advertisements for sealed bids for three Township owned vehicles would be posted in the newspapers in the upcoming weeks.

Approval of Trustee Meeting Minutes for 10/20/08

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for October 20, 2008. Yes votes by Mr. Buck, Mr. Earman, Abstain by Mr. Cope. Majority Approved. Motion passed. #081103.01

Approval to Purchase JSSB Landscape Material

Motion by Mr. Buck, seconded by Mr. Earman, to approve the purchase of landscape material for the JSSB in the amount of \$12,641.11 from Darby Creek Nursery & Landscaping. Unanimously approved. Motion passed. #081103.02

Approval of Norwich Township Personnel Policies & Procedures Handbook

Motion by Mr. Cope, seconded by Mr. Buck, to approve the Norwich Township Personnel Policies & Procedures Handbook. Unanimously approved. Motion passed. #081103.03

Approval of the 2009 Norwich Township Meeting Schedule

Motion by Mr. Buck, seconded by Mr. Cope, to approve the 2009 Norwich Township meeting schedule. Unanimously approved. Motion passed. #081103.04

Approval of IGS Natural Gas Agreement

Motion by Mr. Cope, seconded by Mr. Buck, to enter into an agreement with IGS for the purchase of natural gas at a price of \$0.969 ccf for the period of 12/1/08 through 11/30/08. Unanimously approved. Motion passed. #081103.05



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Executive Session

Motion by Mr. Cope, seconded by Mr. Buck to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(4) for purposes of discussions with legal counsel. Roll call vote taken. Unanimously approved. Motion passed. No action taken during executive session. Motion by Mr. Cope, seconded by Mr. Buck, to adjourn from executive session at 2:40 pm with no further action. Unanimously approved. Motion passed.

Motion by Mr. Cope, seconded by Mr. Buck, to adjourn the regular meeting of November 3rd at 2:40 pm.

Larry Earman, Chairman

Jamie Miles, Fiscal Officer