



**RECORD OF PROCEEDINGS**

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

**5181 NORTHWEST PARKWAY, HILLIARD, OHIO**

*Held* **January 5, 2009**

---

The meeting was called to order by Chairman Buck  
Roll Call - **Charles Wm. Buck, Chair – Present**  
**Michael D. Cope, Trustee – Present**  
**Larry Earman, Trustee – Present**

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

**FIRE DEPARTMENT**

Chief Long provided the resignation of Firefighter Todd McGinnis and asked the Board to accept the resignation effective January 2, 2009. Chief Long reviewed the current selection process for hiring a replacement firefighter. Prior to moving forward, Mr. Cope requested an analysis of the overtime costs versus the costs of a new hire (to replace Firefighter McGinnis) and an opinion from Chief Long of the impact upon the quality of service if a replacement was not added at this time. Mr. Earman discussed the short term benefit versus the long term savings. Chief Long will provide the analysis for the next meeting and the Board noted that they would be prepared to move forward with a decision on the matter at that time

**CEMETERY & ROAD DEPARTMENT**

Mr. Montgomery reported that overall the Township roads are in good shape and he would wrap up the analysis in a report to be provided soon. Mr. Montgomery recommended that the Township concentrate a majority of road funds on Schirtzinger Road. Mr. Buck requested a status update on where the Township was with Schirtzinger Road. Mr. Earman stated that he thought the Franklin County Engineers was to provide feedback from test/boring analysis and options for mill and fill work on Schirtzinger Road. Mr. Warner stated that he would follow up with someone from the Franklin County Engineers office. In other matters, Mr. Warner requested approval of the proposal from Koorsen Fire & Security to install a fire/security alarm in the Road Building at the Cemetery. In addition to Koorsen, Chief Long noted that the Fire Prevention Bureau did receive quotes from Simplex Grinnell and Sterling that were more than Koorsen's proposal.

**FISCAL OFFICE**

Mrs. Miles requested an intra-fund transfer within the Cemetery Fund for \$1,809 related to the 2008 Appropriations.

**JOINT SAFETY BUILDING**

Mr. Earman provided a summary of JSSB change orders totaling \$50,029.20 and requested the Board to approve.

**POLICE REPORT**

Chief Garnett provided the November report and noted that there was nothing remarkable to report. Overall total calls were down for the month. Mr. Buck requested an update on when HPD would be



**RECORD OF PROCEEDINGS**

*Minutes of* ***NORWICH TOWNSHIP BOARD OF TRUSTEES*** *Meeting*  
*Held* **5181 NORTHWEST PARKWAY, HILLIARD, OHIO**  
**January 5, 2009**

---

moving into the new building. Chief Garnett stated that due to unexpected delays in the movement of L.E.A.D.S. and some other communication issues, the move has been delayed but he expected the entire operations to be moved in by the week of January 26<sup>th</sup>. He indicated that there was still a fair amount of cleaning that needed to be done and contractors still had access to restricted areas. Mr. Buck advised that he had reached an agreement with the City of Hilliard to make three lease payments in 2009 rather than two payments as originally called for in the lease agreement.

**TOWNSHIP ADMINISTRATION**

Mr. Warner requested the Board to adopt a resolution declaring the Township's intention to conduct Internet auctions and authorizing him to enter into an agreement with GovDeals, Inc.

**TRUSTEE-NEW BUSINESS**

The Board appointed the law firm of Loveland & Brosius as Township legal counsel for 2009. The Board agreed to set March 8, 2009 as the tentative date for the JSSB dedication ceremony. According to Mr. Buck, the City had agreed to this date. Mr. Cope noted that he had sent an e-mail to department heads requesting some feedback and asked that the deadlines be adhered to. Mr. Warner noted that he had received no response back from the Ohio Township Association regarding their inquiry about a tour of the new building.

**Approval of Trustee Meeting Minutes for 12/15/08**

Motion by Mr. Cope, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for December 15, 2008. Mr. Buck abstained, Mr. Cope and Mr. Earman approved.  
Motion passed. #090105.01

**Approval of Firefighter McGinnis Resignation of Employment**

Motion by Mr. Cope, seconded by Mr. Earman, to accept the resignation of Firefighter Todd McGinnis effective January 2, 2009. Unanimously approved. Motion passed. #090105.02

**Approval of Proposal to Install a Fire/Security Alarm at Wesley Chapel**

Motion by Mr. Cope, seconded by Mr. Earman, to approve the proposal from Koorsen Fire & Security to install a fire/security alarm system in the Road Building at Wesley Chapel Cemetery at a cost of \$6,021. Unanimously approved. Motion passed. #090105.03

**Approval of 2008 Appropriations Intra-Fund Transfer**

Motion by Mr. Earman, seconded by Mr. Cope, to approve a transfer within the Cemetery Fund from the subcategory of Payroll & Benefits to Other for \$1,809 related to the 2008 Permanent Appropriations. Unanimously approved. Motion passed. #090105.04

**Approval of JSSB Change Order #s 01-35, 01-36, 01-51, 01-56 thru 01-65, 05-21 thru 05-24, & 05-26**

Motion by Mr. Earman, seconded by Mr. Cope, to approve the above referenced JSSB change orders totaling \$50,029.20. Unanimously approved. Motion passed. #090105.05



**RECORD OF PROCEEDINGS**

*Minutes of* **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*  
*Held* **5181 NORTHWEST PARKWAY, HILLIARD, OHIO**  
**January 5, 2009**

---

**Approval of Resolution Declaring Intent to Conduct Internet Auctions For The Sale of Unneeded, Obsolete or Unfit Personal Property, Including Motor Vehicles, of Norwich Township For The Calendar Year 2009**

Motion by Mr. Cope, seconded by Mr. Earman, to approve a resolution declaring the Township's intent to conduct Internet auctions to sell unneeded equipment and motor vehicles. Unanimously approved. Motion passed. #090105.06

**Approval to Enter into Agreement with GovDeals, Inc.**

Motion by Mr. Earman, seconded by Mr. Cope, for approval to authorize the Administrator to enter into an agreement with GovDeals, Inc. to conduct Internet auctions on behalf of Norwich Township and serve as the Township's representative. Unanimously approved. Motion passed. #090105.07

**Approval to Appoint Loveland & Brosius, LLC as Township Legal Counsel**

Motion by Mr. Earman, seconded by Mr. Cope, to appoint Loveland & Brosius, LLC as Township legal counsel for 2009. Unanimously approved. Motion passed. #090105.08

Motion by Mr. Cope, seconded by Mr. Earman, to adjourn the regular meeting of January 5th at 12:43 pm.

  
\_\_\_\_\_  
Charles Wm. Buck, Chairman

  
\_\_\_\_\_  
Jamie Miles, Fiscal Officer

NORWICH TOWNSHIP  
 RESOLUTION # 090105. 04  
 AMENDED PERMANENT APPROPRIATIONS FOR 2008

Whereas the Township anticipates having sufficient carry over funds and revenue in 2008 to operate the Township functions, and

Whereas the permanent appropriations for 2008 have been established. Now therefore, be it resolved that within the Cemetery Fund \$1,809 is to be transferred from Payroll & Benefits to Other.

	Total	Payroll & Benefits	Other	Capital Improvement	Tranfers Out
General Fund	\$10,585,800	\$409,300	\$256,500	\$9,520,000	\$400,000
Motor Vehicle Fund	\$31,000	\$0	\$31,000	\$0	\$0
Gas Tax Fund	\$260,000	\$0	\$260,000	\$0	\$0
Cemetery Fund	\$548,450	\$392,041	\$66,409	\$90,000	\$0
Police District Fund	\$326,900	\$0	\$326,900	\$0	\$0
Fire District Fund	\$11,507,600	\$9,772,600	\$768,000	\$967,000	\$0
Merris Weiler Fund	\$459	\$0	\$459	\$0	\$0
Cemetery Bequest Fund	\$1,575	\$0	\$1,575	\$0	\$0
FEMA Fund	\$8,309	\$3,810	\$4,499	\$0	\$0
	\$23,270,093	\$10,577,751	\$1,715,342	\$10,577,000	\$400,000

Moved by: Larry Earman

Second by: Mike Cope

Voting:

Chuck Buck YES

Mike Cope YES

Larry Earman YES

Adopted this 5th day of January, 2009

**A RESOLUTION DELCARING INTENT TO CONDUCT INTERNET AUCTIONS FOR  
THE SALE OF UNNEEDED, OBSOLETE OR UNFIT PERSONAL PROPERTY,  
INCLUDING MOTOR VEHICLES, OF NORWICH TOWNSHIP FOR THE  
CALENDAR YEAR 2009**

**PREAMBLE**

WHEREAS, Norwich Township Board of Trustees (the "Board") has recognized Internet auction services as an appropriate means of disposing excess Township property; and

WHEREAS, Ohio Revised Code Section 505.10 permits a board of township trustees to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies which is not needed for public use, is obsolete or unfit for the use for which it was required; and

WHEREAS, the Board has determined that an Internet auction is a cost effective method for disposing of such items and to be in the best interest of the residents of the Township.

**RESOLUTION**

**NOW THEREFORE, BE IT RESOLVED** by the board of Trustees of Norwich Township, Franklin County, Ohio, that the following Resolution be and it hereby adopted:

1. Pursuant to Ohio Revised Code 505.10(D), the Board of Trustees of Norwich Township (the "Board") hereby expresses its intent to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies which is not needed for public use, is obsolete or unfit for the use for which it was required by Internet auction; and

2. Items to be disposed of shall be inventoried, listed by department, and include the pertinent information (i.e. year, make, mileage or use) and presented to the Board. The Board shall recognize by formal vote the list of items to be disposed of, an established minimum price for each item, method of payment and any other terms and conditions of each sale, including requirements for pick-up or delivery.

3. The Board hereby designates Township Administrator Wayne A. Warner as the official point of contact for all Internet auctions. This person shall be responsible for insuring that all items have been settled for and the appropriate paperwork is complete, releasing the Township of any ownership and liability. Interested parties may contact Mr. Warner at (614) 876-7694 or by mail at 5181 Northwest Parkway, Hilliard, Ohio 43026.

4. The Township hereby contracts with GovDeals, Inc. to serve as a representative of the Township and conduct auctions on behalf of the Township and all property will be available to the public on [www.govdeals.com](http://www.govdeals.com) website for a minimum of ten (10) days, including Saturdays, Sundays and legal holidays as required in Section 505.10(D) of the Ohio Revised Code;

5. No items shall be transferred to a successful bidder until such time as guaranteed payment has been received in full; and

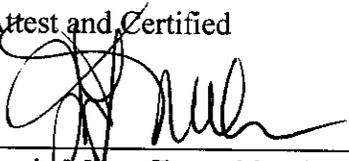
6. Revenue collected from the sale of items by Internet auction shall be deposited into the General Fund of the Township or the Trustees may transfer and appropriate the revenue to the specific fund where the items sold were derived.

7. It is hereby found and determined that all formal actions of the Board concerning and relating to the passage of the resolution were taken in an open meeting of the Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action took place in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

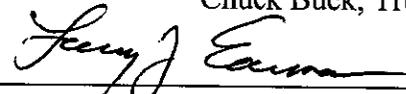
8, This resolution shall be full force and effect immediately upon its adoption.

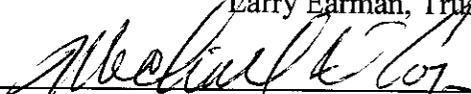
Adopted: January 5<sup>th</sup>, 2009

Attest and Certified

  
\_\_\_\_\_  
Jamie Miles, Township Fiscal Officer

  
\_\_\_\_\_  
Chuck Buck, Trustee

  
\_\_\_\_\_  
Larry Earman, Trustee

  
\_\_\_\_\_  
Mike Cope, Trustee