



## RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

*Held* **February 17, 2009**

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

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

### **FIRE DEPARTMENT**

Chief Long reported that six staff members were again competing in the Stair Climb for Cystic Fibrosis. He reported that the new engine is set to go on-line in April and should be delivered in June or July. The Board reviewed optional lettering and sample monuments for the Joint Safety Services Building (JSSB). Mr. Cope discussed evacuation preparedness and asked that Mr. Warner contact the Red Cross and FEMA to determine if they have an evacuation plan in place for our residents. Mr. Cope also requested a cost comparison for changeable road signage. Mr. Cope requested Mr. Warner to confirm if Hilliard's low power AM station is working. In response to Mr. Earman's inquiry, Chief Long reported that reverse 911 was operable; however, past experience has confirmed that the function is not quite effective.

### **CEMETERY & ROAD DEPARTMENT**

Mr. Montgomery reported that the Franklin County Engineers office has completed some core sampling along Schirtzinger Road. Initial results indicate that mill and fill may be a working option. The Board reviewed a summary of available road funds and discussed options for funding Schirtzinger Road and potentially Northwest Parkway. Mr. Cope noted that before a funding decision could be made, the Board would need a clearer understanding of the project costs. Per a written request, Mr. Montgomery asked the Board to authorize a refund in the amount of \$500 to Mr. Tracy Young for the return of one Wesley Chapel Cemetery lot.

### **FISCAL OFFICE**

Mrs. Miles reported that plans were underway for the March 8<sup>th</sup> Dedication Ceremony and requested approval to charge expenses against the Building appropriation. The Board discussed framing options for the Norwich Township map. Mr. Earman recommended, and Mr. Cope concurred to move forward with having the maps framed along with the Township history sheets.

### **JOINT SAFETY BUILDING**

The Board approved JSSB change orders totaling \$18,451.58.

### **TOWNSHIP ADMINISTRATION**

Mr. Warner provided the Board with cleaning service proposals ranging in cost from \$1,050 to \$1,800 per month which includes the Township administration offices. The Board authorized Mr. Warner to enter into a contract with one of the service providers. Mr. Cope requested Mr. Warner to



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provide the quote to the City of Hilliard for their acceptance. Mr. Warner advised that the Hometown Tour is scheduled for February 26<sup>th</sup> and discussed some of the details for the event. Mr. Warner canceled the agenda item for Executive Session to discuss personnel matters.

**TRUSTEE-NEW BUSINESS**

Mr. Cope noted that the City and Fair Board were working together to bring the Quarter Horse Congress Association to the fairgrounds. Mr. Cope raised the point that we could be impacted. Upon discussion, the Board tabled any action until Mr. Buck returned.

**Approval of Trustee Meeting Minutes for 2/2/09**

Motion by Mr. Cope, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for February 2, 2009. Unanimously approved. Motion passed. #090217.01

**Approval of Refund for Wesley Chapel Cemetery Lots**

Motion by Mr. Earman, seconded by Mr. Cope, to authorize a refund in the amount of \$500 to Mr. Tracy Young for the return of one originally purchased grave lot. Unanimously approved. Motion passed. #090217.02

**Approval of Dedication Ceremony Expenses**

Motion by Mr. Earman, seconded by Mr. Cope, for approval to charge dedication ceremony expenses against the 2009 General Fund Building appropriation. Unanimously approved. Motion passed. #090217.03

**Approval of JSSB Change Order #s 01-13, 01-66 thru 01-69-, 01-71, 01-72, 03-05, 05-25, 05-27, & 05-28**

Motion by Mr. Earman, seconded by Mr. Cope, to approve the above referenced JSSB change orders totaling \$18,451.58. Unanimously approved. Motion passed. #090217.04

**Approval of 2009 Trash Collection Exemptions**

Motion by Mr. Cope, seconded by Mr. Earman, to approve the requests received from residents for exemption of trash collection and related charges for 2009. Unanimously approved. Motion passed. See file. #090217.05

**Authorization for Administrator to Enter into JSSB Cleaning Contract**

Motion by Mr. Cope, seconded by Mr. Earman, to authorize the Township Administrator to enter into a contract with a cleaning service provider after acceptance from the City of Hilliard is received. Unanimously approved. Motion passed. #090217.06

Motion by Mr. Earman, seconded by Mr. Cope, to adjourn the regular meeting of February 17<sup>th</sup> at 7:23 pm.

  
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Larry Earman, Vice-Chairman

  
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Jamie Miles, Fiscal Officer