



NORWICH TOWNSHIP

RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held

April 6, 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.

PUBLIC PARTICIPATION

Township resident, Mr. Jim Rice asked the Board to consider having the drainage swale located at the front of his property and in the Township right-of-way to be reconfigured to allow for better drainage. Mr. Buck noted that Mr. Rice had received prior Board approval to tile the drainage swale if he desired. After further discussions, Mr. Rice asked the Board to table the matter until he followed up with his neighbor.

POLICE REPORT

Chief Garnett reviewed the January, February, and March reports and noted that there was nothing unusual to report. He confirmed that the City of Hilliard intends to hold Mayor's Court for the first time in the Safety Services Building (SSB) on Wednesday, May 5th. Chief Garnett reviewed the computer reporting capabilities within the police cruisers and noted that the hopefully the cruisers would eventually have wireless reporting capabilities.

RED CROSS

Tonya Craft, Emergency Service Director of the Red Cross confirmed that the SSB has been reviewed and approved as an emergency shelter. Miss Craft noted that the SSB was a premier location and an ideal facility because of the ability to provide shelter, food, and water to a number of people for an extended period of time. Miss Craft noted that the Board would be asked to sign an Addendum of Understanding for a three year period. Chief Long noted that a coordinated drill between the Red Cross, Hilliard Police Department, and Norwich Township Fire Department would take place on April 29, 2009.

FIRE DEPARTMENT

Chief Long requested the Board to approve the computer network support renewal contract with NetWave. He noted that NetWave has provided invaluable support over the past year and was very happy with their performance. The renewal contract is approximately a 4% increase over last year's contract. Chief Long noted that Lt. Jeff Woodward was recognized by the Hilliard Optimist Club for his work with CPR training and they donated \$250 to the Township in honor of his efforts.

CEMETERY & ROAD DEPARTMENT

In conjunction with Mr. Dave Ahlum of Ahlum and Arbor, Mr. Montgomery completed an inspection of tree problems along the Township roads in the right-of-way. Mr. Ahlum provided a detailed listing of corrective measures and a quote to complete the work. Mr. Montgomery noted that this was work



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that the Township did not have the proper equipment to complete. The Board discussed the work and approved the quote for services. Mr. Montgomery reported that due to the prior years' preventive maintenance, the Township roads are in good condition. He recommended that the Township hold off on pursuing any road projects for 2009, but, noted that if the Schirtzinger Road Project was delayed, patchwork would need to be completed along Schirtzinger in the fall. Mr. Cope requested a status update on the Schirtzinger Road Project by the next meeting. The Board agreed that the retaining wall was a separate piece of the Schirtzinger Road Project. In other matters, Mr. Montgomery reported that Danford Square would be fixed without any cost to the Township.

FISCAL OFFICE

Mrs. Miles noted that the post audit follow up meeting the State Auditor's Office has not been scheduled.

TOWNSHIP ADMINISTRATION

Mr. Warner reviewed the three landscape maintenance quotes and recommended the Board approve an agreement with Mutter's Lawn Service. At the direction of Township legal counsel, Mr. Warner asked the Board to direct Loveland and Brosius to draft correspondence to Converse Electric notifying them that their claim for damages to switching equipment in the construction of the SSB was denied by the Township's insurance carrier. Mr. Warner reported that the replacement fence parts should be arriving next week.

TRUSTEE-NEW BUSINESS

Mr. Buck reported that Brown Township Trustees invited the Board to attend their April 20th meeting.

Approval of Trustee Meeting Minutes for 3/16/09

Motion by Mr. Earman, seconded by Mr. Cope, for the approval of the Norwich Township Trustee meeting minutes for March 16, 2009. Unanimously approved. Motion passed. #090406.01

Approval of Computer Network Support Contract

Motion by Mr. Cope, seconded by Mr. Earman, for approval of the renewal contract with NetWave for computer network support at a monthly cost of \$3,696.00. Unanimously approved. Motion passed. #090406.02

Approval of Township Tree Maintenance Quote

Motion by Mr. Cope, seconded by Mr. Earman, for approval of the Ahlum and Arbor quote for corrective measures of trees located in the Township right-of-way not to exceed \$4,000. Unanimously approved. Motion passed. #090406.03

Approval of Landscape Maintenance Contract

Motion by Mr. Cope, seconded by Mr. Earman, for approval of the Safety Service Building landscape maintenance contract with Mutter's Lawn Service. The estimated annual cost is \$12,000. Unanimously approved. Motion passed. #090406.04



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Approval of Converse Electric Correspondence

Motion by Mr. Earman, seconded by Mr. Cope, for approval to authorize Loveland and Brosius to notify Converse Electric that their claim for damages to switching equipment in the construction of the Safety Services Building has been denied by the Township's insurance carrier. Unanimously approved. Motion passed.

#090406.05

Executive Session

Motion by Mr. Earman, seconded by Mr. Cope to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(4) for the purpose of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Roll call vote taken. Unanimously approved. Motion passed. No action taken during executive session. Motion by Mr. Earman, seconded by Mr. Cope to adjourn from executive session with no further action at approximately 4:00 pm. Unanimously approved. Motion passed.

#090406.06

Approval of Seasonal Positions

Motion by Mr. Earman, seconded by Mr. Cope, to approve hiring Jack Rapp and John Miles for seasonal positions. Unanimously approved. Motion passed.

#090406.07

Motion by Mr. Earman, seconded by Mr. Cope, to adjourn the regular meeting of April 6th at 4:05 pm.

Charles Wm. Buck, Chairman

Jamie Miles, Fiscal Officer