



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **June 6, 2011**

The meeting was called to order by Chairman Mike Cope.

Roll Call - **Michael D. Cope, Chairman-- Present**
Charles Wm. Buck, Trustee – Present
Larry Earman, Vice-Chairman – Present

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

AGENDA ADDITIONS - None

PUBLIC PARTICIPATION

Mr. Jerry Baum asked the Board to make a donation to the Hilliard Area July 4th Boosters for the preparation and planning of the July 4th parade.

Approval of Donation to Hilliard Area July 4th Boosters, Inc.

Motion by Mr. Earman, seconded by Mr. Buck, to donate \$1,500 to the Hilliard Area July 4th Boosters, Inc. for the parade planning and preparation.

Vote: Buck-Yes Cope-No Earman-Yes Motion passed - #110606.01

Mr. Paul Wenning with Franklin County Public Health provided an update on the NPDES Annual Report. Overall, the past year’s audit was good, however, there are two areas of deficiency which are related to public outreach and education and a plan to address aerators. Mr. Wenning confirmed that Norwich Township is one of the top ten worst areas as it relates to sanitary sewers.

Approval of Trustee Meeting Minutes for 5/16/11

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting of May 16, 2011.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #110606.02

HILLIARD POLICE DEPARTMENT

Chief Francis provided the May Activity Report and noted that aside from the unfortunate shooting incident on Smiley Road there were no major issues to report.

FIRE DEPARTMENT

The Board took action to eliminate the Fire Prevention Lieutenant position. Chief Long reported that Safety Town graduation is scheduled for June 17th at Bradley High School. Mr. Earman offered kudos for the Department’s efforts related to Safety Day.



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Approval to Eliminate Fire Prevention Lieutenant Position

Motion by Mr. Earman, seconded by Mr. Buck, to eliminate the Fire Prevention Lieutenant position vacated due to the retirement of Ed Roberts.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #110606.03

CEMETERY & ROAD DEPARTMENT

Mr. Montgomery confirmed that there are no vacant spots for sale in the mausoleum. Mr. Buck requested Mr. Montgomery to look into the cost of adding columbariums. Mr. Buck complimented the staff on their efforts related to the Memorial Day service.

Approval to Refund Purchase of Cemetery Lot

Motion by Mr. Buck, seconded by Mr. Earman, for approval to refund \$300 to Marjorie McLoughlin for one grave lot purchased in 1992.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #110606.04

Approval of Grave Marker In Excess of Five Feet

Motion by Mr. Earman, seconded by Mr. Buck, for approval for the Eiterman family to place a 5'6" x 1' headstone at the Wesley Chapel Cemetery.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #110606.05

FISCAL OFFICE

Mrs. Miles reported that the Safety Services Building lease addendum had been drafted by legal counsel and the final copy would be forthcoming.

TOWNSHIP ADMINISTRATION

Mr. Warner reported that the trees along Schirtzinger Road have been marked and removal will begin next week. In addition, Kokosing's bid related to Schirtzinger Road came in \$13,000 less than the original estimate from the Franklin County Engineer's Office. Mr. Warner requested approval to enter into a contract with Care Works for absence and disability management and FMLA administration. The setup cost of the contract is \$1,750 and the monthly cost is \$1.75 per employee per month. This is an annual contract that automatically renews. A sixty day notice of termination is required.

Approval of Care Works Agreement

Motion by Mr. Buck, seconded by Mr. Earman, for approval for the Administrator to enter into an agreement with Care Works for absence and disability management and FMLA administration.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #110606.06

TRUSTEE-OLD BUSINESS - None



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TRUSTEE-NEW BUSINESS

The Board discussed how to coordinate the tree replacement along Schirtzinger Road. Mr. Buck will obtain an urban tree listing from the Forestry Division. In addition, the Board requested Mr. Warner to coordinate the location of the tree plantings with the Franklin County Engineer's Office.

Motion by Mr. Earman, seconded by Mr. Buck to adjourn the regular meeting of June 6th at 12:40 pm.

Michael D. Cope, Chairman

Jamie Miles, Fiscal Officer