



RECORD OF PROCEEDINGS

*Minutes of* **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*  
*Held* **5181 NORTHWEST PARKWAY, HILLIARD, OHIO**  
**June 20, 2011**

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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.**

**AGENDA ADDITIONS** - None

**PUBLIC PARTICIPATION** - None

**Approval of Trustee Meeting Minutes for 6/6/11**

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting of June 6, 2011.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #110620.01

**HILLIARD POLICE DEPARTMENT**

Chief Francis did not attend.

**FIRE DEPARTMENT**

Chief Long recognized Firefighter Adam Helser with his five year service award. He noted that Inspector Brian Beach has also completed five years of service with the Department. Chief Long requested approval to place a medic for sale via internet auction.

**Approval to Sell Medic via Internet Auction**

Motion by Mr. Buck, seconded by Mr. Earman, for approval to sell the Department's medic via internet auction.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #110620.05

**CEMETERY & ROAD DEPARTMENT**

Mr. Montgomery noted that he attended the ODOT Transportation day. He reported that the tree removal along Schirtzinger Road began today. In addition, he reported that the resident of 3560 Schirtzinger Road is meeting with the Franklin County Engineer's Office on Thursday at 11 a.m. to discuss the removal of two more trees. Mr. Cope inquired as to why this was not included in the original plans and asked that Mr. Montgomery follow up with him after Thursday's meeting.



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*Minutes of* **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*  
**5181 NORTHWEST PARKWAY, HILLIARD, OHIO**  
*Held* **June 20, 2011**

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**FISCAL OFFICE**

Mrs. Miles requested approval of the First Lease Addendum and Memorandum of Lease for the Safety Services Building. The Board approved the 2012 fiscal year tax budget. In addition, Mrs. Miles reported that the 2009, 2010 financial audit is to begin within the next couple of weeks.

**Approval of the First Lease Addendum with the City of Hilliard**

Motion by Mr. Buck, seconded by Mr. Earman, for approval of the First Lease Addendum with the City of Hilliard and Authorizing its Execution.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #110620.02

**Approval of a Memorandum of Lease**

Motion by Mr. Earman, seconded by Mr. Buck, for approval of a Memorandum of Lease and Authorizing its Execution and Recording.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #110620.03

**Approval of 2012 Fiscal Year Tax Budget**

Motion by Mr. Earman, seconded by Mr. Cope, to approve the 2012 fiscal year tax budget which provides for a total fund expenditure budget of \$15,725,700.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #110620.04

**TOWNSHIP ADMINISTRATION** – Nothing to report

**TRUSTEE-OLD BUSINESS** - None

**TRUSTEE-NEW BUSINESS**

Mr. Buck recommended the Township begin pursuing bids for crack sealing of the Safety Services Building parking lot.

Motion by Mr. Earman, seconded by Mr. Buck to adjourn the regular meeting of June 20<sup>th</sup> at 6:51 pm.

  
\_\_\_\_\_  
Larry Earman, Vice-Chairman

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

**RESOLUTION NO. 110620.02**

**RESOLUTION APPROVING THE FIRST LEASE ADDENDUM WITH  
THE CITY OF HILLIARD AND AUTHORIZING ITS EXECUTION**

**PREAMBLE**

**WHEREAS**, on June 25, 2007, the Board of Trustees of Norwich Township and the Council of the City of Hilliard, desiring to cooperate with each other in providing a combined facility at a common site which would allow Norwich Township and the City of Hilliard to service the current and future needs of their respective jurisdictions more efficiently than can be accomplished individually as they relate to fire and police services, communications facilities and administrative operations, entered into a Joint Construction and Management Agreement (the "Agreement") pursuant to Ohio Revised Code Section 715.02; and

**WHEREAS**, the Agreement provided, in part, for the Township and City to enter into a lease agreement (the "Lease") for a term of at least thirty (30) years and upon such other terms mutually satisfactory to both the Township and City, under which Lease the City would pay its allocated portion of the cost of the joint project in the manner and at the times set forth in the Lease; and

**WHEREAS**, on September 17, 2007 the Township and City entered into a lease (the "Lease") in order to set forth the Parties' joint use of the Project, to designate the area being leased to the City (the "Lease Premises" or "Premises") and to allocate and provide for the City's payment to the Township of the City's allocated portion of the Project's costs; and

**WHEREAS**, the City took possession of the Premises on January 2, 2009 and the initial term of the Lease (the "Initial Term") commenced on June 1, 2009, at which time, the City began making the Base Lease Payments and Additional Lease Payments provided for in the Lease; and

**WHEREAS**, under the terms of the Lease, the aggregate Base Lease Payments are to be computed based upon the final cost of the Project as determined and allocated by the Project Architect. The Lease further provides that upon completion of the Project, the final computation and allocation of the Project's cost would be reduced to writing and attached to and incorporated into the Lease as Exhibit E and that the semi-annual installments for the Base Lease Payments would be set forth in a schedule and attached to and made a part of the Lease as Exhibit F; and

**WHEREAS**, the Lease also provides for the payment by the City of its designated share of the Operating Expenses (as defined in the Lease) for the Project. Although the Lease called for the City to pay such share in advance based upon a projected budget for the upcoming lease year, since the commencement of the Lease, the City and Township have used an alternative method for the payment of the City's share of the Operating Expenses; and

**WHEREAS**, the Project Architect has now made a final determination and allocation of the Project's cost which has been reduced to writing and provided to the City and Township; and

**WHEREAS**, the City and Township desire to enter into an addendum to the lease (the "First Lease Addendum") in order to finalize Exhibits E and F referenced in the Lease, to revise the Lease in order to reflect the current practice for the City's payment of Operating Expenses and to provide for the recordation of a short form of the Lease.

**NOW THEREFORE**, upon motion of CHARLES W.M. BUCK, seconded by LARRY EARMAN, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF NORWICH TOWNSHIP, FRANKLIN COUNTY, OHIO, (HEREINAFTER THE "BOARD") THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:

**SECTION 1.** The Board hereby adopts and approves the form of the First Lease Addendum attached hereto as Exhibit A and incorporated herein by this reference, together with such changes therein and amendments thereto not inconsistent with this Resolution and not adverse to the Township and which are approved by Michael D. Cope, Chairman of the Board of Trustees.

**SECTION 2.** The Board hereby authorizes, empowers and appoints, on behalf of the Board of Trustees, the Chairman of the Norwich Township Board of Trustees, Michael D. Cope, to execute the First Lease Addendum in substantially that form attached hereto, along with any changes or amendments thereto, provided that the approval of those changes and amendments by Chairman Cope, and the character of those changes and amendments as not being adverse to the Township shall be evidenced conclusively by Michael D. Cope's execution and delivery of the First Lease Addendum.

**SECTION 3.** The Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

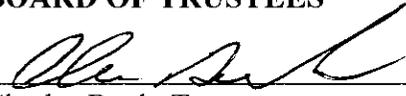
This Resolution shall take effect and be in force from and after the date of its adoption.

ADOPTED: June 20, 2011

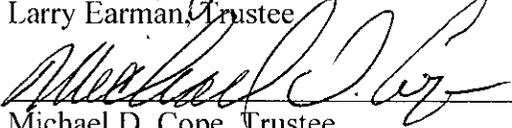
ATTEST:

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

**NORWICH TOWNSHIP  
BOARD OF TRUSTEES**

  
\_\_\_\_\_  
Charles Buck, Trustee

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

  
\_\_\_\_\_  
Michael D. Cope, Trustee

**RESOLUTION NO. 110620.03**

**RESOLUTION APPROVING A MEMORANDUM OF LEASE  
AND AUTHORIZING ITS EXECUTION AND RECORDING**

**PREAMBLE**

**WHEREAS**, on June 25, 2007, the Board of Trustees of Norwich Township and the Council of the City of Hilliard, desiring to cooperate with each other in providing a combined facility at a common site which would allow Norwich Township and the City of Hilliard to service the current and future needs of their respective jurisdictions more efficiently than can be accomplished individually as they relate to fire and police services, communications facilities and administrative operations, entered into a Joint Construction and Management Agreement (the "Agreement") pursuant to Ohio Revised Code Section 715.02; and

**WHEREAS**, the Agreement provided, in part, for the Township and City to enter into a lease agreement (the "Lease") for a term of at least thirty (30) years and upon such other terms mutually satisfactory to both the Township and City, under which Lease the City would pay its allocated portion of the cost of the joint project in the manner and at the times set forth in the Lease; and

**WHEREAS**, on September 17, 2007 the Township and City entered into a lease (the "Lease") in order to set forth the Parties' joint use of the Project, to designate the area being leased to the City (the "Lease Premises" or "Premises") and to allocate and provide for the City's payment to the Township of the City's allocated portion of the Project's costs; and

**WHEREAS**, in lieu of recording the Lease, the Township now desires to authorize the execution and recording of a Memorandum of Lease pursuant to Ohio Revised Code Section 5301.251.

**NOW THEREFORE**, upon motion of LARRY EAR MAN, seconded by CHARLES Wm. BUCK, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF NORWICH TOWNSHIP, FRANKLIN COUNTY, OHIO, (HEREINAFTER THE "BOARD") THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:

**SECTION 1.** The Board hereby adopts and approves the form of the Memorandum of Lease attached hereto as Exhibit A and incorporated herein by this reference, together with such changes therein and amendments thereto not inconsistent with this Resolution and not adverse to the Township and which are approved by Michael D. Cope, Chairman of the Board of Trustees.

**SECTION 2.** The Board hereby authorizes, empowers and appoints, on behalf of the Board of Trustees, the Chairman of the Norwich Township Board of Trustees, Michael D. Cope, to execute the Memorandum of Lease in substantially that form attached hereto, along with any changes or amendments thereto, provided that the approval of those changes and amendments by Chairman Cope, and the character of those changes and amendments as not being adverse to the

Township shall be evidenced conclusively by Michael D. Cope's execution and delivery of the First Lease Addendum. The Board further authorizes the recording of the Memorandum of Lease following its execution.

**SECTION 3.** The Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

This Resolution shall take effect and be in force from and after the date of its adoption.

ADOPTED: June 20, 2011

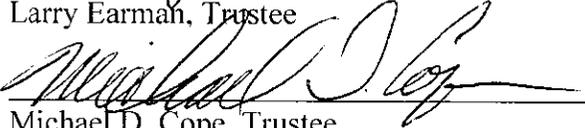
ATTEST:

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

**NORWICH TOWNSHIP  
BOARD OF TRUSTEES**

  
\_\_\_\_\_  
Charles Buck, Trustee

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

  
\_\_\_\_\_  
Michael D. Cope, Trustee