



**RECORD OF PROCEEDINGS**

*Minutes of* **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*  
**5181 NORTHWEST PARKWAY, HILLIARD, OHIO**  
*Held* **October 17, 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.**  
**Wayne Warner, Township Administrator**

**AGENDA ADDITIONS** - None

**PUBLIC PARTICIPATION** - None

**Approval of Trustee Meeting Minutes for 10/3/11**

Motion by Mr. Earman, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting of October 3, 2011.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #111017.01

**HILLIARD POLICE DEPARTMENT** - No report

**FIRE DEPARTMENT**

Chief Long reported that everyone participating in the replacement of batteries in the smoke detectors would rally at 1:00 pm on November 6<sup>th</sup> prior to heading out to the Conklin subdivision. Media are expected to attend along with representatives from the State Fire Marshal's office. In other news, Captain Collier is expected to return to duty tomorrow. Chief Kaufman requested approval of future promotions.

**Approval to Promote Lieutenant Young and Firefighter Baird**

Motion by Mr. Earman, seconded by Mr. Buck, for approval to promote Lieutenant Greg Young to Captain and Firefighter Dave Baird to Lieutenant effective January 2, 2012.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #111017.02

**CEMETERY & ROAD DEPARTMENT**

The Board discussed the new Cemetery rules and fees. Mr. Buck would like to see the non-resident fee increased to \$2,000. The Board discussed the request from Thomas and Susan Cramer, former Norwich Township residents, to purchase two grave lots at Wesley Chapel Cemetery at the resident fee. Mr. Montgomery clarified that based upon the current eligibility requirements, they do not qualify because they have no current family buried in the Cemetery. The Board agreed to deny the request. Mr. Warner confirmed that they are still



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actively looking into columbariums. Mr. Buck requested Mr. Montgomery to follow up with Danford Square resident, Sue Osborne, regarding the Schirtzinger Road Project.

**Approval to New Cemetery Rules and Fees**

Motion by Mr. Buck, seconded by Mr. Earman, for approval of the new Cemetery Rules and Fees to be effective January 2012. Motion is amended to include an increase in the non-resident fee to \$2,000.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #111017.03

**Denial of Cramer Grave Lot Request**

Motion by Mr. Earman, seconded by Mr. Buck, to deny a request from Thomas and Susan Cramer to purchase grave lots at Wesley Chapel Cemetery at the resident fee due to eligibility requirements.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #111017.04

**FISCAL OFFICE**

Mrs. Miles reported that thanks to the efforts of Ellen Woodford, Steve Montgomery and Larry Earman the Cemetery is now issuing electronic receipts for grave lot purchases and other services. Mrs. Miles reported that due to collaborative efforts of Fire Prevention staff and Ellen Woodford, fillable PDFs have now been added to the Township website for alarm permits and fire inspections. Mr. Cope commended the efforts and indicated that the Township needs to continue to move in this direction. Mr. Cope noted that the 2009, 2010 audit has been released by the State Auditor's Office.

**TOWNSHIP ADMINISTRATION**

Mr. Warner reported that United Healthcare has quoted a forty-nine percent increase in medical premium for 2012 which could be more than \$500,000 in additional cost. In order to identify a new insurance carrier, employees must complete a medical information form. All but about ten employees still need to complete this form. Mr. Cope clarified that due to contractual matters, staff pay nothing for their health coverage. Scott Rider is looking into other options including a healthcare consortium. In other matters, Mr. Warner requested approval to enter into a work agreement with Schirtzinger Road residents, Steven and Carolyn Still, so that drainage work related to the Schirtzinger Road Project can be completed. Mr. Warner reported that Schirtzinger Road resident, Vito Checchio, has encountered constant water problems for many years. To ensure this problem gets addressed, the Franklin County Engineer's Office is proposing to change the drainage path along Mr. Checchio's property. There may be some additional costs to the Township for this change, Mr. Warner will know more for the next meeting.

**Authorization of Work Agreement Related to Schirtzinger Road Improvement Project**

Motion by Mr. Buck, seconded by Mr. Earman, to authorize the Administrator to enter into a work agreement with Steven and Carolyn Still to enter their property at 3383 Schirtzinger



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Road and 4181 Dublin Road to complete work on the Schirtzinger Road Improvement Project.

Vote: Buck-Yes Cope-Yes Earman-Yes

Motion passed - #111017.05

**TRUSTEE-OLD BUSINESS**

Mr. Cope tabled the agenda item related to Hilliard United.

**TRUSTEE-NEW BUSINESS**

Mr. Buck reported on his attendance of the Franklin County Public Health's septic and aeration systems presentation held at Washington Township. He noted that residents can go to the Franklin County Public Health's website to access a map of where wells and septic systems are located within the Township. According to this map, the Township appears to be in relatively good shape.

Motion by Mr. Earman, seconded by Mr. Buck, to adjourn from regular session at 7:05 pm.

  
Michael D. Cope, Chairman

  
Jamie Miles, Fiscal Officer