



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held

December 11, 2012

The special planning meeting was called to order by Chairman Larry Earman.

Roll Call - **Larry Earman, Chairman– Present**
Charles Wm. Buck, Vice-Chairman – Present
Timothy Roberts, Trustee - Present

Also Present - **Bob Kaufman, Fire Chief**
John King, Battalion Chief
Steve Montgomery, Roads/Cemetery Dept.
Kate Cavanaugh, Township Administrator

PLANNING MEETING

1. Fire Levy for 2013
 - a. The Board reviewed the \$3,000,000 and \$4,000,000 levy projections prepared by Mr. Earman.
 - b. Mr. Earman recommended placing a \$4,000,000 levy. Projections indicate the Township could make it to year 2020.
 - c. The Board reviewed the certification options and approved the three options for certification of \$3,000,000, \$3,500,000 and \$4,000,000.
 - d. The Board will plan to make a final decision on the levy amount at the first meeting in January 2013 once cash balances are known.

Approval of Resolution of Levy Tax Necessity and Certification

Motion by Mr. Earman, seconded by Mr. Roberts, for approval of a Resolution Declaring The Necessity For Levying A Tax Exceeding The Ten-Mill Limitation And Requesting The County Auditor To Provide Certain Information Pursuant To Ohio Revised Code Section 5705.03(B)

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #121211.01

2. Cemetery
 - a. Mr. Montgomery confirmed that all rates were increased a year ago.
 - b. The Board discussed increasing rates to account for the current costs, specifically the cost of manpower for Saturday burials. Mr. Buck thinks we need to do a better job managing our people, he does not want to raise rates. Mr. Earman and Mr. Roberts concurred.
 - c. The Board discussed increasing the seasonal/intermittent employee pool to help assist with Saturday burials and covering vacation times. Mr. Buck requested that an ad be placed for intermittent job applicants at the first of the year.
3. Addition of GPS on Vehicles, Phones, or Possible Time Clock Addition
 - a. Ms. Cavanaugh reported that the cost to maintain a time clock at the Cemetery is approximately \$200 per month. She will move forward with obtaining quotes for GPS systems.



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- b. Mr. Buck recommends the GPS system be placed on all Township vehicles. The systems are very useful in providing real time information related to location, speed etc. In addition the system can monitor maintenance needs and aid in job tracking.
- c. Mr. Earman is concerned about who is responsible for monitoring the system and is someone actually using the reports. The Board will continue to discuss the matter.

4. 2013 Appropriations

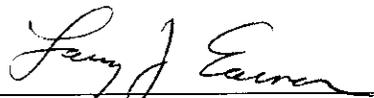
- a. Mrs. Miles provided updated 2013 appropriations.
- b. The Board requested the item to be placed on the 12/18 meeting agenda for approval.

5. 2013 Non-Union Pay Increases

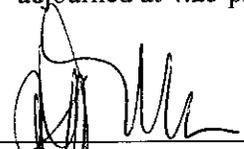
- a. **Executive Session**-Motion by Mr. Earman, seconded by Mr. Roberts, to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(1) for purposes of reviewing the compensation of public employees.
Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #121211.02

Motion by Mr. Earman, seconded by Mr. Roberts, to adjourn from executive session and the special planning meeting at 4:25 pm. No further action taken.
Vote: Buck-Yes Earman-Yes Roberts-Yes

The special planning meeting of December 11th adjourned at 4:25 pm.



Larry Earman, Chairman



Jamie Miles, Fiscal Officer