



NORWICH TOWNSHIP

RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **May 15, 2012**

The special planning meeting was called to order by Chairman Larry Earman at 4:05 pm.

Roll Call - **Charles Wm. Buck, Vice-Chairman – Present**
Larry Earman, 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. Negotiations – Fire Contract for 1/1/2013
 - a. Ms. Cavanaugh will prepare a list of contract items and forward prior to August planning meeting.
 - b. The contract will be for one year due to funding.
 - c. Chief Kaufman and Chief King will have some preliminary discussions with the Union.

2. Fire Levy for 2013
 - a. Mr. Earman recommended a new levy versus replacement levies.
 - b. Capital items are to be prepared and submitted to the Fiscal Officer by June 15th. Look forward 5-10 years.
 - c. At August planning meeting will determine when to place levy on ballot.

3. Requests For EMS Coverage At Special Events
 - a. Current Norwich Township covered events: fair, July 4th celebration
 - b. Current Union covered events: high school football games, 5k runs, rodeos, other small events.
 - c. Ms. Cavanaugh will have Township legal counsel prepare an agreement for use of Township vehicles by the Union for special duty.
 - d. Current insurance policy provides property and liability coverage for use of equipment during special duty.

4. Traffic Speed Signs
 - a. Site locations include Schirtzinger Road and Smiley Road, and should be permanently mounted.
 - b. Ms. Cavanaugh will correspond with the Orr family and Morgan Gierman for potential sites for placement of speed signs.



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5. Substance Abuse Prevention
 - a. The Board discussed the fact that this is a community issue and awareness needs to be raised.

6. Public Records and Planning Committee
 - a. Records Commission reappointed to include Chairman of the Board, Fiscal Officer, Township Administrator, Fire Department Designee, Roads/Streets Designee.
 - b. Township Administrator appointed to Chair the Commission and will serve as designee for elected official's public records training.
 - c. Chairperson is responsible for reviewing retention policy, setting annual meeting, establishing purge process.
 - d. Board requested to be made aware of public records requests going forward.

7. Front Entrance Landscaping Plans
 - a. The Board discussed the pros and cons of having the work completed by volunteers and agreed that the project scope was too big to complete with volunteer efforts.
 - b. It is possible to sell bricks to raise funds to complete the project or to offset some of the expense.
 - c. Mr. Buck recommended that the project be placed out for bid. Ms. Cavanaugh will follow up with the City on this.

8. AV Alternatives
 - a. Tech Art submitted a quote for an optional system at a cost of \$3,625
 - b. The Board agreed to table the item for further review.

9. Brown 30" Tables for Meeting Rooms
 - a. Ms. Cavanaugh recommended purchasing 8 light weight tables that could be semi-permanently placed in the Rice Room. These tables would replace the plastic white tables that are showing significant signs of wear.
 - b. Mr. Buck would like to look at the options further before proceeding forward.

10. Dental/Vision Changes
 - a. Ms. Cavanaugh reported that Guardian is raising rates \$.05 each for dental and vision administration effective July 1, 2012.

11. Cemetery Donation – Von Jasinski
 - a. Mr. Montgomery recommended the donation be used to purchase arborvitae to screen the dirt building which is an eyesore and to purchase trees for planting in the new sections of the Cemetery.



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- b. The Board agreed with this recommendation and to proceed with placing a memorial plaque on a boulder.

12. Homestead Park Committee

- a. The Board unanimously agreed to decline the invitation to have a rep sit on the committee.
- b. Ms. Cavanaugh will respond to Janell.

13. Plans for Bicentennial

- a. The Board appointed Mildred Brooks to chair the committee and come up with a plan for celebration.

14. Newsletter

- a. Article topics: speed control, NPDES

15. TIF – Giant Eagle

- a. Based upon information Mr. Roberts has gathered he does not believe that the agreement will end up as a 30-year, 100% TIF.
- b. The matter is expected to be further discussed at a Hilliard committee meeting on June 9, 2012.

Motion by Mr. Earman, seconded by Mr. Buck, to adjourn the special planning meeting of May 15, 2012 at 6:20 pm.

Handwritten signature of Larry Earman in cursive script.

Larry Earman, Chairman

Handwritten signature of Janife Miles in cursive script.

Janife Miles, Fiscal Officer