



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
5181 NORTHWEST PARKWAY, HILLIARD, OHIO
Held **August 6, 2013**

The meeting was called to order by Chairman Larry Earman.

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

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

AGENDA ADDITIONS - None

PUBLIC PARTICIPATION - None

Approval of Trustee Meeting Minutes for 7/16/13

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on July 16, 2013.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #130806.01

Approval of Trustee Meeting Minutes for 8/1/13

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on August 1, 2013.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #130806.02

POLICE DEPARTMENT

Chief Francis reported that the July Monthly Report and the 2nd Quarter Report will be available soon.

FIRE DEPARTMENT

Chief Kaufman reported that there is a few language changes in the contract with the city of Dublin and liability/property coverage was added with no additional charge to us. For the period between October 2013 and January 2014, 911 calls placed from landlines will continue to be routed to Hilliard which will then transfer the call to Dublin. 911 calls placed from cell phones will be routed directly to Dublin. Chief Kaufman reported that there will be a minor delay in receiving landline calls during this time. Cell phone 911 calls make up almost 70% of all 911 calls. Chief Warren accepted a Department Meritorious Service award from the Ohio Fire Chiefs Association. The latest Senior Lunch was a success.

CEMETERY & ROAD DEPARTMENT

Mr. Montgomery reported the solar speed sign on Schirtzinger Road was damaged over the weekend. Damage was to the LED read-out and battery box. He has requested estimates for these parts as well as a new sign. Mr. Jim Salyers requested approval for an oversized grave marker. Drawings were submitted. Mr. Montgomery's concern is with the weight of the grave marker which he estimates to be about 4,100 lbs. This grave is located in the front row and close to the road. The design is open so it will not obstruct viewing. Mr. Montgomery reported that they pour foundations below the frost line



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and no special foundation would be needed for this size grave marker. Mr. Buck suggested that the Township revisit the regulations for oversized grave markers.

Approval of Oversized Grave Marker on Lot E, 271, 1-2

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the oversized grave marker on Lot E, 271, 1-2.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #130806.03

FISCAL OFFICE

Nothing to report.

TOWNSHIP ADMINISTRATION

Ms. Cavanaugh requested improved security at the Township Administration offices. Some suggestions were bullet proof glass, card reader or intercom system. Ms. Cavanaugh will work with Chief Francis for recommendations. Ms. Cavanaugh requested approval for landscape work around the flagpoles at the SSB. Two proposals were submitted. This cost will be split with the City of Hilliard. Converse Electric has been asked to provide a quote for moving lights around the flag poles as well as to provide electric/cable in the lobby of the SSB. Ms. Cavanaugh requested approval to hire an Administrative Assistant for the Prevention Bureau. Ms. Cavanaugh stated that weed and feed applications in the Township will resume this fall.

Approval of Landscape Contract for SSB Flagpole area

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval to hire 9 Trees Landscape Construction for \$22,550 for landscape work around the flagpoles at the SSB.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #130806.04

Approval of Prevention Bureau Administrative Assistant

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval to hire an Administrative Assistant for the Prevention Bureau.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #130806.05

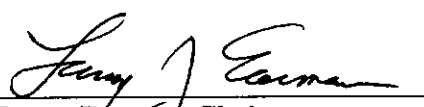
TRUSTEE-OLD BUSINESS


Nothing to report.

TRUSTEE-NEW BUSINESS

Nothing to report.

The regular meeting of August 6, 2013 adjourned at 12:42 PM.


Larry Earman, Chairman


Ellen Woodford, Assistant Fiscal Officer