



NORWICH TOWNSHIP

RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held ***September 9, 2013***

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

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

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

PLANNING MEETING

1. 2014 Budget Review
 - a. The Board agreed to move forward with replacing the Cemetery backhoe and purchasing a tilt bed trailer in 2013. In addition replacement street signs are to be purchased in 2013.
 - b. The Board agreed to pursue building a new storage facility for the cemetery/roads equipment and possibly miscellaneous fire equipment in 2014.
 - c. To commemorate the Township's bicentennial, the Board would like to pursue a couple of not-for-profit projects in 2014.
 - d. Once the road survey is completed, funding will be revisited for 2014 road projects. The road review will be September 19, 2013.
 - e. 2014 Fire Department Anticipated Purchases totaling \$733,000 were discussed
2. Fire Department Additional Topics – Discussion was had on the following
 - a. Building Security
 - b. Office Modification
 - c. Bike Patrol
 - d. EMS Software/Hardware
 - e. Prevention Bureau Technology
 - f. Uniforms
 - g. Engine 83 Refurbish
 - h. Fall Festival Funding
 - i. SCBA Replacement
 - j. Hose Replacement
 - k. Staff Vehicle Replacement – 2
 - l. Utility Truck Purchase
 - m. Impact of Affordable Care Act
 - n. Dues and Fees
 - o. Tactical EMS
 - p. Station 81 Concrete
3. Cleaning Contract Revisited
 - a. Due to the quality of service, the Township Administrator is looking into some other options for office cleaning service.



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4. IT Solutions
 - a. Other IT options are being investigated. Mr. Earman does not like the idea of switching IT vendors again. The Township's four servers need to be replaced over the next couple of years.
5. Conference Room
 - a. Options are being looked at to better utilize the Township conference room space. The main copier is in the area as well as the admin refrigerator.
6. Personnel Reviews for 2014
 - a. Proposals were presented for discussion. The Board will further consider these proposals.

Special Meeting adjourned at 3:10 pm.

Larry Earman, Chairman

Jamie Miles, Fiscal Officer