



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **December 3, 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. Erosion the length of Schirtzinger Road.
 - a. Mr. Buck requested the Township Administrator to follow up with the Franklin County Engineer's office regarding the status of the Holcomb Ditch study.
2. Storage Building
 - a. Identified the need for 6 bays, potential locations identified.
 - b. Chief Warren to follow up with Franklin County Agricultural Society for potential acreage.
 - c. Mr. Roberts will follow up with City of Hilliard for potential space at their maintenance location.
3. GPS Fleet Tracking
 - a. Township Administrator obtained three quotes, need to further determine what options would be desired.
 - b. Mr. Buck feels it is necessary to determine the who, what, where and why as it relates to the Township vehicle fleet. Mr. Earman feels it is extremely pricey and is opposed to it. Mr. Roberts would like more information and will follow up with the Township Administrator
4. Cash In Lieu of Cell Phone Policy
 - a. The Board reviewed a policy to allow for employees to elect a cash reimbursement in exchange for the use of their personal cell phone for business purposes. The Board will add to the agenda for approval
5. Computer Service Solution
 - a. The server replacement plan was reviewed
 - b. Two options were presented for IT support beginning in 2014
6. Battalion/Fire Marshall Contract – to be discussed in Executive Session
7. Future of Spare Medic
 - a. The new medic has been delivered, the 2003 medic needs to be eliminated from the inventory
 - b. Chief Warren recommended donating the medic to Hilliard in exchange for bike and bike patrol training from HPD. The Board will add to the agenda for approval.
8. Succession Plan for Fire Department – to be discussed in Executive Session



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Executive Session at 11:05 am-Motion by Mr. Buck, seconded by Mr. Roberts, to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(1) to consider the appointment, compensation and promotion of a public employee.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #131203.01

Motion to adjourn from Executive Session and from the Special Meeting at 11:45 am.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Handwritten signature of Larry Earman in cursive script.

Larry Earman, Chairman

Handwritten signature of Jamie Miles in cursive script.

Jamie Miles, Fiscal Officer