



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** Meeting
5181 NORTHWEST PARKWAY, HILLIARD, OHIO
Held **December 3, 2013**

The regular 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

AGENDA ADDITIONS

Cell Phone Policy
Donation of Medic
IT Support Services

PUBLIC PARTICIPATION

On behalf of the Hilliard Memorial VFW Post 931, Paul Ritzenthaler shared with the Board that Firefighter Jeff Morales has been selected as Firefighter of the Year at the state level. He will be honored at a banquet held at the mid-winter conference sometime in January. Jeff was chosen from other nominees who submitted state wide. Mr. Ritzenthaler invited the Board and staff to attend the event in Jeff's honor. This is the first time a Norwich Township Firefighter has been selected to receive this award.

Approval of Trustee Meeting Minutes for 11/19/2013

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on November 19, 2013.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131203.02

Approval of Trustee Special Meeting Minutes for 11/26/2013

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on November 26, 2013.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131203.03

POLICE DEPARTMENT – Absent

FIRE DEPARTMENT

Chief Kaufman requested approval to donate the old medic to the City of Hilliard.

Approval to Donate 2003 Medic to Hilliard Police Department

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval to donate the old 2003 Medic to the City of Hilliard Police Department. Details of the donation will be worked out between Chief Francis and Chief Warren.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131203.04

CEMETERY & ROAD DEPARTMENT - Absent



STATE OF OHIO

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FISCAL OFFICE

Mrs. Miles reported that the 2014 Appropriations will be placed on the December 17th agenda for approval.

TOWNSHIP ADMINISTRATION

The Board agreed to change the evening meeting time to 6:00 pm beginning next year. The 2014 Trustee Meeting Schedule will be updated and presented for approval at the next meeting. The Board tabled the fleet tracking item to the next meeting.

TRUSTEE-OLD BUSINESS

Approval of 2014 Donation to Hilliard Community Building

Motion by Mr. Earman, seconded by Mr. Roberts, for the approval to use the Estate Tax received in the General Fund to make a donation in the amount of \$200,000 to the Hilliard Community Building for the benefit of the Hilliard Community Foundation and American Legion Post 614. The donation is to be paid in 2014.

Vote: Buck-Abstain Earman-Yes Roberts-Yes Motion passed - #131203.05

TRUSTEE-NEW BUSINESS

Approval of Cash In Lieu of Cell Phone Policy

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval to adopt a Cash In Lieu of Cell Phone Policy effective January 1, 2014. The policy will be updated to include IRS taxing regulations.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131203.06

Approval to Terminate Ricoh IT Support Contract

Motion by Mr. Roberts, seconded by Mr. Earman, for the approval to inform Ricoh of the decision to terminate the IT support services contract.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131203.07

Approval to Move Forward with Rodgers IT Support Contract

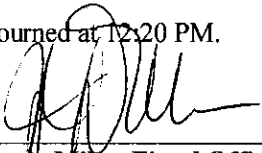
Motion by Mr. Earman, seconded by Mr. Roberts, for the approval for Township personnel to complete discussions with Rodgers to take over the IT function for the Township. Mr. Buck is not happy with the small operation but is willing to try it.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131203.08

The regular meeting of December 3, 2013 adjourned at 12:20 PM.



Larry Earman, Chairman



Jamie Miles, Fiscal Officer