



**RECORD OF PROCEEDINGS**

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

*5181 NORTHWEST PARKWAY, HILLIARD, OHIO*

*Held*

**December 17, 2013**

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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**  
**Steve Montgomery, Roads/Cemetery Dept.**

**AGENDA ADDITIONS - None**

**PUBLIC PARTICIPATION**

The NPDES program presentation was postponed by Jim Ramsey.

**Approval of Trustee Special Meeting Minutes for 12/3/2013**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on December 3, 2013.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #131217.01

**Approval of Trustee Meeting Minutes for 12/3/2013**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on December 3, 2013.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #131217.02

**FIRE DEPARTMENT**

Chief Kaufman recognized Firefighters Jeromy Archey, Brian Davis, and Tim Kever for their fifteen years of service. In addition, Firefighters Eric Wilson, Jamie Miller, Chris Schultheis, and Daryl Miller were recognized for their ten years of service. Clay Crow, Eric Eby, and Shane Michaels were also recognized but unable to attend.

**POLICE DEPARTMENT**

Deputy Chief Fisher reported that activity levels have been consistent within the Township. He provided the November activity report.

**CEMETERY & ROAD DEPARTMENT**

Mr. Montgomery reported that they continue to be prepared for snow removal since it has come a bit early this year. He expects Franklin County to prepare the bid packages for the selected Township roads sometime in January.

**FISCAL OFFICE**

Mrs. Miles requested approval of the 2014 Permanent Appropriations in the amount of \$17,743,210.



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**Approval of 2014 Permanent Appropriations**

Motion by Mr. Earman, seconded by Mr. Roberts, for the approval of the 2014 Permanent Appropriations totaling \$17,743,210.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131217.03

**Approval of Non-union 2014 Payroll Rates**

Motion by Mr. Earman, seconded by Mr. Roberts, for approval of the 2014 non-union wages as detailed in the worksheet.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131217.04

**TOWNSHIP ADMINISTRATION**

Ms. Cavanaugh requested approval of the following items:

**Approval to Conduct Internet Auctions**

Motion by Mr. Buck, seconded by Mr. Roberts, for approval of a resolution declaring the Township's intent to conduct internet auctions for unneeded Township property including motor vehicles for the 2014 calendar year.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131217.05

**Approval to Retain Loveland & Brosius, LLC**

Motion by Mr. Buck, seconded by Mr. Roberts, for approval to retain Loveland & Brosius, LLC to provide legal services to the Township in 2014 at the same rate as 2013.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131217.06

**Approval to Pay Fiscal Office for Cemetery Deed Preparation**

Motion by Mr. Roberts, seconded by Mr. Buck, for approval to pay the Fiscal Officer \$250 for the preparation of cemetery deeds in 2014.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131217.07

**Approval to Renew CLOUT Membership**

Motion by Mr. Roberts, seconded by Mr. Buck, for approval to renew membership with CLOUT, part of the Ohio Township Association, in 2014.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131217.08

**Approval to Pay Elected Officials in 2014**

Motion by Mr. Roberts, seconded by Mr. Buck, for approval to pay the Township Trustees and Fiscal Officer on a monthly basis in accordance with compensation established by Ohio Revised Code sections 505.24 and 507.09 for townships with a budget greater than \$10 million.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131217.09

**Approval to 2014 Mosquito Management Program**

Motion by Mr. Buck, seconded by Mr. Roberts, for approval to the 2014 Mosquito Management Program contract totaling \$4,990.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #131217.10



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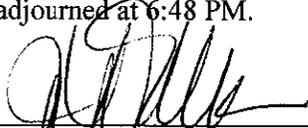
**TRUSTEE-OLD BUSINESS**

**TRUSTEE-NEW BUSINESS**

Mrs. Miles administered the oath of office to Trustees Chuck Buck and Larry Earman for their newly elected terms beginning 1/1/2014.

The regular meeting of December 17, 2013 adjourned at 6:48 PM.

  
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Larry Earman, Chairman

  
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Jamie Miles, Fiscal Officer

NORWICH TOWNSHIP  
 RESOLUTION # 131217.03  
 PERMANENT APPROPRIATIONS FOR 2014

Whereas the Township anticipates having sufficient carry over funds and revenue in 2014 to operate the Township functions, and

Whereas the Ohio Revised Code requires the Township to appropriate funds for expenses related to 2014,

Now therefore, be it resolved that the following Permanent Appropriations are approved for 2014:

	Total	Payroll & Benefits	Other	Capital Improvement	Transfers Out
General Fund	\$2,675,710	\$350,810	\$950,900	\$974,000	\$400,000
Motor Vehicle Fund	\$20,000	\$0	\$20,000	\$0	\$0
Gas Tax Fund	\$93,000	\$0	\$93,000	\$0	\$0
Cemetery Fund	\$620,660	\$409,660	\$74,000	\$137,000	\$0
Police District Fund	\$407,660	\$0	\$407,660	\$0	\$0
Fire District Fund	\$12,950,180	\$11,043,000	\$1,301,180	\$606,000	\$0
Fire Rescue, EMS Fund	\$976,000	\$520,000	\$166,000	\$290,000	\$0
	\$17,743,210	\$12,323,470	\$3,012,740	\$2,007,000	\$400,000

Moved by: Larry Earman  
 Second by: Tim Roberts

Voting:

Chuck Buck YES  
 Larry Earman YES  
 Tim Roberts YES

Adopted this 17th day of December 2013

RES# 131217.04  
NORWICH TOWNSHIP  
WAGES 2014

		Current	2014 (1)
Mildred Brooks	Hourly rate	\$19.06	\$19.71
Ellen Woodford	Hourly rate	\$17.67	\$18.27
Steve Montgomery	Hourly rate	\$33.62	\$33.62
Michael Johnson	Hourly rate	\$30.97	\$31.90
Rick Rapp	Hourly rate	\$25.53	\$26.30
Robbie Thomas	Hourly rate	\$20.13	\$20.94
John Miles	Hourly rate	\$11.00	\$11.50
Jack Rapp	Hourly rate	\$11.00	\$11.50
Kate Cavanaugh	Hourly rate	\$24.04	\$25.00
Sandra Miles	Hourly rate	\$12.00	\$12.50

(1) Increase effective the beginning of the first pay period in 2014