



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **May 6, 2014**

The meeting was called to order by Vice Chairman Chuck Buck.

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

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

AGENDA ADDITIONS - None

PUBLIC PARTICIPATION

Local Waste representative, Eric Dehays, asked the Board to consider a proposed change in service pick up from Tuesday to Wednesday. According to Mr. Dehays, the change makes the most economical sense in order for Local Waste to begin providing service to the City of Hilliard. The Board is not in support of this change. Mr. Buck requested that other alternatives be pursued rather than switching the day of pick up for the Township residents.

Approval of Trustee Meeting Minutes for 04/15/14

Motion by Mr. Earman, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on April 15, 2014.

Vote: Buck-Yes Earman-Yes Roberts-Absent

Motion passed - #140506.01

POLICE DEPARTMENT

Chief Francis provided the annual report for 2013 and the first quarter report for 2014. Calls for service appear consistent and the Department continues to work speed control on Fishinger Road. In observance of the Police Officer's Memorial, the annual sunset service will be held on May 15th at 7:00 pm. The proposed COIRS COG agreement with the City of Hilliard was discussed. Chief Francis confirmed that the \$250,000 fee to have a seat on the COG has been paid by Hilliard. The cost to build the shell of the tower is projected to be \$290,000. The cost to expand the radio system including its purchase and installation is projected to be \$1.8 million. If the City of Hilliard comes to an agreement with Verizon, then Verizon will build the tower and the City of Hilliard will share the cost savings related to the \$290,000 evenly with the Township. Mr. Buck proposed setting up a meeting to strength the relationship between the Township and the Hilliard Police Department.

FIRE DEPARTMENT

Chief Warren reported that there are three applicants for the upcoming promotional test for the rank of captain. The Board will conduct their interviews prior to the next noon Trustee meeting.

CEMETERY & ROAD DEPARTMENT

Mr. Montgomery requested a timeframe for the planting of trees at the Cemetery. Due to the timing, Mr. Buck instructed Mr. Montgomery to put together a total number of trees and plan to place an order for this Fall. The quoted cost for the CIMS data conversion and online set up is \$19,780 and the annual fee to maintain the system is \$2,225. Mr. Montgomery confirmed that he has provided the



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existing maps to Ramaker, however, he has a number of sections that he is still working on before he can turn those maps over to Ramaker. Mr. Montgomery confirmed that the project can be completed by the end of this October. The Board expects the project to be completed no later than the end of October. Mr. Montgomery reported that he would be down a man for about six weeks sometime in July due to a surgery. Ms. Cavanaugh discussed the advantages for hiring two seasonal positions for 20-25 hours per week in place of one position for 40 hours per week. This proposal would also allow for support during the six weeks that the employee is off for surgery. Mr. Earman called for a decision to be made on moving forward with the Cemetery project prior to rendering a decision on the two seasonal positions.

Approval of Two Cemetery Seasonal Positions

Motion by Mr. Buck to approve two one-time seasonal positions at 20-25 hours per week at the Cemetery. No second, motion failed.

Approval of CIMS Data Conversion Quote

Motion by Mr. Earman, seconded by Mr. Buck, for the approval of the \$19,780 initial cost and \$2,225 annual cost of the CIMS cemetery data conversion and online setup.

Vote: Buck-Yes Earman-Yes Roberts-Absent Motion passed - #140506.02

Approval of Two Cemetery Seasonal Positions

Motion by Mr. Buck, seconded by Mr. Earman, to approve two one-time seasonal positions at 20-25 hours per week at the Cemetery.

Vote: Buck-Yes Earman-Yes Roberts-Absent Motion passed - #140506.03

FISCAL OFFICE – Nothing to report

TOWNSHIP ADMINISTRATION

Adam Maynard, our IT rep with Rodgers Technologies, reported that the implementation of the iPCR project has gone very smoothly. The Google mail project is underway due to the fact that the current Bedrock e-mail system is not being supported. Ms. Cavanaugh requested the Board to render a formal decision regarding adding a new walkway from Trueman Boulevard to Schirtzinger Road. There are no known requests from Ridgewood residents for this walkway.

Oppose Trueman Boulevard Walkway

Motion by Mr. Earman, seconded by Mr. Buck, to oppose adding a walkway from Trueman Boulevard to Schirtzinger Road.

Vote: Buck-Yes Earman-Yes Roberts-Absent Motion passed - #140506.04

TRUSTEE-OLD BUSINESS

Approval of Battalion Chief Employment Agreement-Grile

Motion by Mr. Earman, seconded by Mr. Buck, for approval of a Resolution Establishing and Clarifying the Terms and Conditions of Employment for Christopher Grile, the Individual Presently Employed as the Norwich Township Battalion Chief.

Vote: Buck-Yes Earman-Yes Roberts-Absent Motion passed - #140520.05



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TRUSTEE-NEW BUSINESS – Nothing to report

Approval to Nominate SWACO Representative

Motion by Mr. Earman, seconded by Mr. Buck, for approval of a Resolution Approving the Nomination of Tim Guyton as the Representative of the Franklin County Townships on the SWACO Board of Trustees.

Vote: Buck-Yes Earman-Yes Roberts-Absent

Motion passed - #140506.06

The regular meeting of May 6, 2014 adjourned at 12:55 PM.

Timothy Roberts, Chairman

Janis Miles, Fiscal Officer