



**RECORD OF PROCEEDINGS**

*Minutes of* **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*  
**5181 NORTHWEST PARKWAY, HILLIARD, OHIO**  
*Held* **September 15, 2015**

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The meeting was called to order at 12:00 pm by Chairman Timothy Roberts.

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

Also Present - **Jeff Warren, Fire Chief**  
**Greg Young, Battalion Chief**  
**Jamie Fisher, Township Administrator**  
**Steve Montgomery, Cemetery Sexton/Roads Superintendent**  
**Jamie Miles, Fiscal Officer**

**AGENDA ADDITIONS** - None

**PUBLIC PARTICIPATION** - None

**Approval of Trustee Meeting Minutes for 09/01/15**

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on September 1, 2015.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #150915.01

**POLICE DEPARTMENT**

Acting Police Chief Fisher reported that retired Lieutenant Charlie Scalf passed away. He was a 30+ year member of the police department. His memorial service is scheduled for October. Members of the police department plan to attend. The 9.11 program had a nice attendance; Chief Fisher was pleasantly surprised by the number of people who attended given the time change. He extended his appreciation to the fire department for the opportunity to work together to conduct the event. On Monday, September 21<sup>st</sup>, there will be a teacher in service day. The police department in conjunction with the fire department will be providing safety and response training to all school district staff members. The training is geared towards building specific incidents and will better prepare everyone in the event something happens. Mr. Roberts stated that the 9.11 program was very touching and well put together.

**FIRE DEPARTMENT**

Battalion Chief Grile reported that during the safety training day, faculty will be trained on how to utilize blood bags. These kits will allow victims to be treated immediately. Thanks to the Hilliard Community Foundation's donation of \$7,700, there were 180 kits purchased and placed in all schools. This is the first collaboration of this kind in our area. Mr. Earman requested a copy of the training schedule. Chief Warren thanked the generosity of the Hilliard Community Foundation for their donation because it would not have been possible otherwise. Chief Warren reported that the fire panel has been ordered but not yet installed. He reported that the Norwich family festival is Sunday, October 11<sup>th</sup> from 2 to 4 pm. Mr. Buck stated that the Patch family made a significant donation to the Hilliard Community Foundation to assist with the kits and to help with more future projects. He noted that the Hilliard Community Foundation is a 510 (c) (3) organization and any donations will be



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*Held*

**September 15, 2015**

accepted. Chief Warren requested formal approval to sell three Ford Explorers at a price of \$2,200 to the City of Newark.

**Approval of Sell 2005 Ford Explorers to City of Newark**

Motion by Mr. Earman, seconded by Mr. Buck, for the approval of a Resolution to Sell 2005 Ford Explorers Owned by Norwich Township, Franklin County, Ohio to the City of Newark, Licking County, Ohio.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed -#150915.02

**CEMETERY & ROAD DEPARTMENT**

Mr. Montgomery has not received any additional feedback on the road sealing, he is very happy with the work that was done.

**FISCAL OFFICE**

Mrs. Miles requested the Board to adopt the Credit Card Policy & Procedures as written. The policy will be incorporated into the Norwich Township Employee Handbook.

**Approval of Credit Card Policy & Procedures**

Motion by Mr. Earman, seconded by Mr. Buck, for approval to adopt the 7.11 Credit Card Policy and Procedures as written.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed -#150915.03

**TOWNSHIP ADMINISTRATION** – Nothing to report

**TRUSTEE-OLD BUSINESS** - None

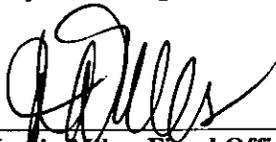
**TRUSTEE-NEW BUSINESS** - None

Mr. Roberts recapped the Special Meeting Notice scheduled for September 16, 2015 at 10 am.

Motion by Mr. Earman, seconded by Mr. Buck, to adjourn the regular meeting at 12:18 pm.

Vote: Buck-Yes Earman-Yes Roberts-Yes

  
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Timothy Roberts, Chairman

  
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Jamie Miles, Fiscal Officer

RESOLUTION NO. 150915.02r

RESOLUTION TO SELL 2005 FORD EXPLORERS OWNED BY NORWICH TOWNSHIP,  
FRANKLIN COUNTY, OHIO TO THE CITY OF NEWARK, LICKING COUNTY, OHIO

PREAMBLE

WHEREAS, Norwich Township has removed the following motor vehicles from its operating fleet and determined they are unneeded, and;

- 2005 Ford Explorer VIN#1FMZU72KX5ZA75757,
- 2005 Ford Explorer VIN#1FMZU72K35ZA75759,
- 2005 Ford Explorer VIN#1FMZU72K15ZA75758,

WHEREAS, the fair market value of each Ford Explorer is, in the opinion of the Board, less than two thousand five hundred dollars and Ohio Revised Code Section 505.10(A)(2)(a) provides that the motor vehicles can be sold by private sale, without advertisement or public notification, and;

WHEREAS, the Norwich Township has free and clear title to the 2005 Ford Explorers;

RESOLUTION

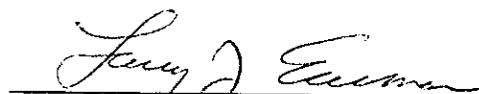
NOW THEREFORE, be it resolved by the Board of Trustees of Norwich Township, Franklin County, Ohio (the "Board") that the following Resolution be and is hereby adopted:

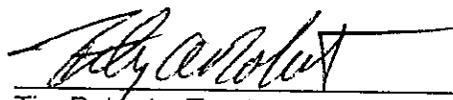
1. Pursuant to Ohio Revised Code 505.10 (A)(2)(a) the Board of Trustees of Norwich Township (the "Board") hereby expresses its intent to sell three 2005 Ford Explorers, which is not needed for use by Norwich Township to the City of Newark, Licking County, Ohio.
2. The Ford Explorers are being sold "as is" at a selling price of \$2,200 each.
3. The Board hereby designates the Township Administrator as the official point of contact for this sale. The Township Administrator is responsible for insuring that all items have been settled and the appropriate paperwork is complete, releasing the Township of any ownership or liability.
4. It is hereby found and determined that all formal actions of the Board concerning and relating to the passage of the resolution were taken in an open meeting for the Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action took place in the meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.
5. This Resolution shall take effect and be in force from and after the earliest time provided by law.

Adopted: September 15, 2015

  
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Jamie Miles, Township Fiscal Officer

  
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Chuck Buck, Trustee

  
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Larry Earman, Trustee

  
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Tim Roberts, Trustee