



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
5181 NORTHWEST PARKWAY, HILLIARD, OHIO
Held **January 5, 2016**

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 - **Jamie Fisher, Township Administrator**
Jeff Warren, Fire Chief
Greg Young, Battalion Chief
Robbie Thomas, Cemetery Sexton/Acting Road Superintendent
Jamie Miles, Fiscal Officer

Election of 2016 Chairman

Motion by Mr. Earman, seconded by Mr. Roberts, to nominate Chuck Buck as Chairman of the Norwich Township Board of Trustees for 2016.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #160105.01

Election of 2016 Vice-Chairman

Motion by Mr. Roberts, seconded by Mr. Buck, to nominate Larry Earman as Vice-Chairman of the Norwich Township Board of Trustees for 2016.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #160105.02

AGENDA ADDITIONS - None

PUBLIC PARTICIPATION – None

Approval of Trustee Special Meeting Minutes for 11/25/15

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on November 25, 2015.

Vote: Buck-Yes Earman-Abstain Roberts-Yes Motion passed - #160105.03

Approval of Trustee Meeting Minutes for 12/15/15

Motion by Mr. Earman, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on December 15, 2015.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #160105.04

POLICE DEPARTMENT

Chief Fisher reported that there was not a lot of activity in December. There was a burglary on December 24th but there were no signs of forced entry. 2016 has been off to a busy start. Reports of a suspicious person at the Kroger store ended in a pursuit where the individual almost rolled his car into the quarry off Roberts Road. There are two new police recruits that will graduate in two weeks. In addition, two new recruits started the academy a couple of weeks ago. The police department is one person short of full staffing due to an individual on medical leave.



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FIRE DEPARTMENT

Chief Warren reported that the Fire Marshal is separating service from Prairie Township. Given the unique skill set for this position, the Prairie Township Board of Trustees and Fire Chief Snyder have asked Norwich Township to provide fire prevention services on a contractual basis for six months. Chief Warren requested authorization to enter into an agreement with Prairie Township for fire prevention services.

Authorization to Execute Contract with Prairie Township

Motion by Mr. Buck, seconded by Mr. Earman, to authorize the Fire Chief to enter into a six month agreement ending June 16, 2016 with Prairie Township for fire prevention services.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #160105.05

CEMETERY & ROAD DEPARTMENT

Mr. Thomas reported that Daniel Cain started yesterday. The walls at the Cemetery are three fourths of the way done. Mr. Thomas continues to move forward with work on the CIMS mapping project. Lastly, the new pick-up truck was delivered on Friday. Mr. Earman asked Mrs. Fisher to follow up on the recent article in the Grassroots Clippings regarding CDL licensure. Mr. Thomas noted that Kyle Nutter has started studying for his CDL test.

FISCAL OFFICE

Mrs. Miles reported that year end closing is underway and is expected to be completed by the end of January. She reported that Mrs. Woodford continues her diligence in the payroll transition process to account for 27 pays.

TOWNSHIP ADMINISTRATION

Mrs. Fisher reported that the sealed bids for the JSSB Renovation Project are due this Friday at 2 pm.

TRUSTEE-OLD BUSINESS - None

TRUSTEE-NEW BUSINESS - None

Motion by Mr. Buck, seconded by Mr. Earman to adjourn from the regular meeting at 12:17 pm.

Vote: Buck-Yes Earman-Yes Roberts-Yes



Charles Wm. Buck, Chairman



Jamie Miles, Fiscal Officer