



**RECORD OF PROCEEDINGS**

*Minutes of* **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*  
**5181 NORTHWEST PARKWAY, HILLIARD, OHIO**  
*Held* **August 2, 2016**

---

The meeting was called to order by Vice-Chairman Larry Earman at 12 pm.

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

Also Present - **Jamie Fisher, Township Administrator**  
**Jeff Warren, Fire Chief**  
**Greg Young, Assistant Fire Chief**  
**Jamie Miles, Fiscal Officer**  
**Robbie Thomas, Roads Superintendent/Cemetery Sexton**

**AGENDA ADDITIONS**

Mrs. Fisher requested to add approval of a step increase for two employees.

**PUBLIC PARTICIPATION** - None

**Approval of Trustee Meeting Minutes for 7/19/16**

Motion by Mr. Roberts, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on July 19, 2016.

Vote: Buck-Absent Earman-Yes Roberts-Yes

Motion passed - #160802.01

**POLICE DEPARTMENT**

Chief Fisher provided a recap of recent activities in light of a lot of transition happening within the community and within the department.

**FIRE DEPARTMENT**

Chief Warren reported that the 9-11 committee is moving forward with plans for the 15<sup>th</sup> anniversary joint ceremony scheduled for September 11<sup>th</sup> at 7 pm. Chief Warren is moving forward with the FIT Test equipment purchase. He noted that the equipment will begin to pay for itself after three years. In addition, he is ready to move forward with the newly designed departmental badge which was included within the current budget. The new badge will replace the current fire department badge. Chief Warren would like to move forward with a decision on the Engine 82 Refurbishment Project soon. Mr. Earman requested the item to be placed on the next meeting agenda.

**CEMETERY & ROAD DEPARTMENT**

Mr. Thomas requested approval of the shrub and tree planting project at Wesley Chapel Cemetery. Mr. Buck has reviewed the initial plantings, however, Mr. Thomas will verify the location and tree types with Mr. Buck upon his return.

**Approval of Tree and Shrub Project**

Motion by Mr. Roberts, seconded by Mr. Earman, for the approval of the tree and shrub project at Wesley Chapel Cemetery for approximately \$12,000.

Vote: Buck-Absent Earman-Yes Roberts-Yes

Motion passed - #160802.02



**RECORD OF PROCEEDINGS**

*Minutes of* **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*  
5181 NORTHWEST PARKWAY, HILLIARD, OHIO  
*Held* **August 2, 2016**

---

**FISCAL OFFICE**

Mrs. Miles requested approval of the COIRS tower rebate settlement payment in the amount of \$15,182.50. The actual rebate credit received by the City of Hilliard was less than the estimate given in 2014. In addition, the Township's portion of COIRS related radio fees for 2015 and 2016 total \$47,442. Going forward, Mrs. Miles will include a \$40,000 budget item for these fees.

**Approval of COIRS Rebate Settlement Payment**

Motion by Mr. Roberts, seconded by Mr. Earman, for approval of the COIRS rebate settlement payment to the City of Hilliard in the amount of \$15,182.50.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #160802.03

**Approval of COIRS Radio Fees 2015, 2016**

Motion by Mr. Roberts, seconded by Mr. Earman, for approval of the payment for COIRS radio fees for 2015 and 2016 totaling \$47,442 to be paid to the City of Hilliard.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #160802.04

**TOWNSHIP ADMINISTRATION**

Mrs. Fisher requested approval of the SSB Renovation Project Change Order Number 3 for a deduct amount and is related to the security system which is being covered by the local grant that was recently awarded. In addition, she requested approval of a step increase for Kyle Nutter and Dan Cain.

**Approval of SSB Renovation Project Change Order #3**

Motion by Mr. Roberts, seconded by Mr. Earman, for approval of the SSB Renovations Project Change Order Number 3 for a deduct of \$34,334.00

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #160802.05

**Approval of Laborer Position Step Increase**

Motion by Mr. Roberts, seconded by Mr. Earman, for approval of a 5% step increase for Kyle Nutter and Dan Cain effectively July 25, 2016.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #160802.06

**TRUSTEE-NEW BUSINESS** - None

**TRUSTEE-OLD BUSINESS** - None

Motion by Mr. Roberts seconded by Mr. Earman to adjourn from the regular meeting at 12:15 pm.

Vote: Buck-Absent Earman-Yes Roberts-Yes

Larry Earman, Vice-Chairman

Jamie Miles, Fiscal Officer