



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **June 13, 2016**

The special planning meeting was called to order by Chairman Chuck Buck at 10:00 am.

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

Also Present - **Jeff Warren, Fire Chief**
Greg Young, Battalion Chief
Robbie Thomas, Roads/Cemetery Dept.
Jamie Miles, Fiscal Officer

PLANNING MEETING

1. Fire Department – Chief Warren expects to have the charge for services project wrapped up within 30 days.
2. Roads & Cemetery
 - a. Columbarium Project Update – Mr. Thomas is working on quotes to add a drip edge and stone paver walkway to the columbarium. In addition, he is obtaining a quote for stamped concrete.
 - b. Storm Drains – Mr. Thomas wants to establish a policy for the replacement of storm drains. In addition, he would like to establish a replacement schedule for all of the unincorporated areas of the Township. He will follow up with the Franklin County Engineer's Office for policy direction. Mr. Thomas needs to address drainage issues created last year when a contractor raised the drain pipe of a driveway apron up approximately four inches for a Post Road resident. The Board agreed that the homeowner can fix it or the Township will fix it and replace the concrete with gravel. All expenses incurred by the Township will be assessed against the property owner.
3. Fiscal Office
 - a. Norwich Township Procurement & Purchasing Policy – Mrs. Miles presented the policy for review. The Board agreed that section D regarding local purchasing needs to be more clearly stated to include all purchases. Mrs. Miles will update the language and forward a copy to the Board for approval.
 - b. Cemetery Deed Preparation Fee – this item was tabled for further discussion.
4. Township
 - a. Thoburn Road – In Mrs. Fisher's absence, Mrs. Miles presented the timeline for the Thoburn Road grant project. The goal is for the Board to come to a consensus on a plan for Thoburn Road. Part of the grant requirement is to hold a public meeting to discuss the plan. This public meeting is tentatively scheduled for July 18th. Mr. Buck is concerned that this is the week of the Franklin County Fair. Mr. Buck will follow up with Mrs. Fisher on the matter.



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- b. SSB Pillar Project – Mrs. Miles reviewed the pillar project and confirmed that appropriations are available within the building line item to complete this project this year if the Board would like to pursue.

Approval to Proceed with SSB Pillar Repairs

Motion by Mr. Roberts, seconded by Mr. Earman, for approval to proceed with the SSB pillar repairs as quoted by Thomas Wooden Masonry for estimated cost of \$18,078. Project is to be begin after the Franklin County Fair has ended.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #170613.01

- c. Status of Nuisance Properties – Mr. Thomas reported that all nuisance properties have been mowed.
- d. CutMaps Artwork for Township Office – Item tabled

5. Excel/Improvement

- a. Collectively the Board and Administration reviewed and discussed feedback provided by participants on areas that the Township excels and areas that the Township has opportunities to improve. Great discussion was had. In general it was agreed that service is an area of excel for the Township and communication is an area for improvement. As it relates to the 2018 budget, Mr. Earman wants to see the Fire fund balanced. Mr. Earman suggested that community outreach items, such as the bounce house and pumper and patches, be funded by the General Fund. Mrs. Miles asked about fire capital items being paid for by the General Fund. Mr. Earman thought this could be an option.

Motion by Mr. Earman, seconded by Mr. Roberts to adjourn from the Special Meeting at 11:30 pm.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Charles Wm. Buck, Chairman

Jamie Miles, Fiscal Officer