



NORWICH TOWNSHIP

**RECORD OF PROCEEDINGS**

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

*5181 NORTHWEST PARKWAY, HILLIARD, OHIO*

*Held* **May 1, 2018**

The meeting was called to order at 12:00 PM by Chairman Larry Earman.

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

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

**AGENDA ADDITIONS** - None

**PUBLIC PARTICIPATION**

Cory Hughes, Executive Director of the YMCA of Hilliard, introduced himself and extended his appreciation for the Township’s support.

**Approval of Trustee Meeting Minutes for 04/10/2018**

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the special planning meeting on April 10, 2018.

Vote: Buck-Yes Earman- Yes Roberts- Abstain Motion passed - #180501.01

**Approval of Trustee Meeting Minutes for 04/17/2018**

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on April 17, 2018.

Vote: Buck-Yes Earman- Yes Roberts- Abstain Motion passed - #180501.02

**Approval of Trustee Meeting Minutes for 04/18/2018**

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on April 18, 2018.

Vote: Buck-Yes Earman- Yes Roberts- Abstain Motion passed - #180501.03

**Approval of Trustee Meeting Minutes for 04/25/2018**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on April 25, 2018.

Vote: Buck-Yes Earman- Yes Roberts- Yes Motion passed - #180501.04

**POLICE DEPARTMENT**

In Chief Fisher’s absence, Lieutenant Lightfoot reported that the Penny For A Pound event is this Saturday from 8 am to Noon and will be held at the Bo Jackson facility. This weight lifting event is to raise money for Children’s Hospital.

**FIRE DEPARTMENT**

Chief Warren reported that new hire interviews will be forthcoming, as well as, captain promotional interviews.



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**CEMETERY & ROAD DEPARTMENT**

Mr. Thomas requested approval to seal coat the roads at Wesley Chapel Cemetery. At this time, crack sealing is not necessary. The work will be completed before Memorial Day. The dead end areas in Ridgewood have been cleaned up and mulched.

**Approval to Seal Coat Wesley Chapel Cemetery**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval to seal coat the Wesley Chapel Cemetery roads through Armor Paving and Sealing for a total cost of \$9,720. Also to authorize the Township Administrator to sign all contract documents.

Vote: Buck-Yes Earman- Yes Roberts- Yes

Motion passed - #180501.05

**FISCAL OFFICE** – Nothing to report

**TOWNSHIP ADMINISTRATION**

Mrs. Fisher requested approval of the proposed Trilogy community reinvestment area agreement as presented by the City of Hilliard. Under Section 6 of the agreement, the Township’s legal counsel eliminated the area where the Township was left out of the discussions if a PILOT payment was not made by Trilogy. Mr. Buck is concerned that it does not protect the Township. He is not comfortable with how Section 6 reads, however, so long as Pete Griggs says we are protected then continue. Mr. Roberts echoed the same concern. Mr. Earman asked for a motion. Mrs. Fisher recommended a \$12 per hour wage for the part-time Township Administrative Assistant. The average needs for this position is less than four weeks per year. Mr. Buck clarified that if Sandy Miles were to come back and fill the role, she would continue at her current rate. Mrs. Fisher provided the quote from Decker Construction for the parking lot and reported that it includes removing the concrete and repaving with asphalt. Drug free workplace training is scheduled for May 29<sup>th</sup> -31<sup>st</sup>.

**Approval of DMK/Trilogy CRA Agreement**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval of the community reinvestment area agreement with DMK Development Group, LLC and Trilogy Health Services, LLC.

Vote: Buck-Yes Earman- Yes Roberts- Yes

Motion passed - #180501.06

**Approval to Set Part-Time Township Administrative Assistant Wage**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval to set the hourly rate for the part-time Township Administrative Assistant at \$12.00 per hour.

Vote: Buck-Yes Earman- Yes Roberts- Yes

Motion passed - #180501.07

**Approval of SSB Parking Lot Repairs**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval to accept the quote from Decker Construction Company for parking lot repairs at the Safety Services Building totaling \$2,000 and to authorize the Township Administrator to sign the contract.

Vote: Buck-Yes Earman- Yes Roberts- Yes

Motion passed - #180501.08

**TRUSTEE-OLD BUSINESS** - None



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**TRUSTEE-NEW BUSINESS**

Mr. Earman thought last night's joint governmental meeting was productive and it was good to have elected officials in the same room. The meeting was well attended by residents. He noted that it was proposed to scale down the participants for future meetings, however the elected officials decided to move forward with meeting two times a year. Mr. Roberts thinks this is definitely a positive for the community. Mr. Buck wants cohesion and noted that public officials need to get together. He would like to see collaboration move forward and relationships built.

Cathy Baxter with CareWorks MCO and Andy Frank with CareWorksComp provided a review of the Township's BWC claims and experience rating. Mr. Frank reported that the Township is taking advantage of the various savings programs offered by BWC.

Motion by Mr. Roberts, seconded by Mr. Buck, to adjourn from the regular meeting at 1:49 pm.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Handwritten signature of Larry Earman in cursive script.

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**Larry Earman, Chairman**

Handwritten signature of Jamie Mhes in cursive script.

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**Jamie Mhes, Fiscal Officer**