



**RECORD OF PROCEEDINGS**

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

**5181 NORTHWEST PARKWAY, HILLIARD, OHIO**

*Held* **September 4, 2018**

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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** – None

**Approval of Trustee Meeting Minutes for 08/21/2018**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on August 21, 2018.

Vote: Buck-Yes Earman- Yes Roberts- Yes

Motion passed - #180904.01

**Approval of Trustee Meeting Minutes for 08/21/2018**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on August 21, 2018.

Vote: Buck-Yes Earman- Yes Roberts- Yes

Motion passed - #180904.02

**POLICE DEPARTMENT**

Mr. Jim Masic, introduced himself as the newly hired Director of Public Safety with the City of Hilliard and provided a brief professional background. Mr. Masic is currently reviewing procedures, policies, and crime trends. Mr. Buck stated that he is very satisfied with the service provided by the Hilliard Police Department.

**FIRE DEPARTMENT**

Chief Warren reported that Firefighter Evan Razor has started and is in his second day of orientation. Adam Collier is still completing his hiring conditions. He invited the Board to attend the upcoming Old Hilliardfest and reminded them that he would be speaking at the end of the Run to Remember. He provided the run data for August. Mr. Earman noted that there was a significant spike in EMS runs for Washington Township. Chief Warren stated that Norwich Township supported Washington Township more than normal due to the Irish Festival.

**CEMETERY & ROAD DEPARTMENT**

With the anticipated retirement of 25+ year employee, Rick Rapp at the beginning of 2019, Mrs. Fisher provided an outline for the replacement of a Cemetery Laborer position. The position will be offered at \$16 per hour and advertised the week of September 24<sup>th</sup> internally via e-mail. Then the week of October 12<sup>th</sup>, the position would be advertised via social media and word of mouth.



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Interviews would take place the week of October 15<sup>th</sup> and an offer the following week. The anticipated start date would be November 12<sup>th</sup>. Mr. Roberts asked for clarification on the internal post. He wanted to know if internal candidates would be interviewed prior to advertising to the outside. Mr. Buck wants the position to be open to everyone in the community. Mr. Earman agreed. Based upon this, Mrs. Miles clarified that the position would be advertised internally and externally for two weeks beginning the week of September 24<sup>th</sup>. The Board concurred and agreed to make no changes to the starting hourly rate. Mr. Thomas requested approval of a grave buy back to Susan Stillinger and Richard Thompson. He reported that Hickory Hill was dug up and re-patched. Mrs. Fisher reported that the Thoburn Road preconstruction meeting went well. The project will begin September 17<sup>th</sup> and all four residents have been notified and given details about replacement mailboxes and trash pick-up options. Mr. Thomas reported that the Hayden Boulevard cape seal has been completed.

**Approval of Stillinger/Thompson Grave Buy Back**

Motion by Mr. Roberts, seconded by Mr. Buck, for approval of a grave buy back requested by Susan Stillinger and Richard Thompson. The grave was originally purchased on July 26, 2011 for \$1,000.00 (Block L, Lot 117, Grave 1 & 2).

Vote: Buck-Yes Earman- Yes Roberts- Yes

Motion passed - #180904.03

**FISCAL OFFICE**

Mrs. Miles reported that the 2019 tax estimates have been received from the Franklin County Auditor. This item will be placed on the next meeting agenda for authorization and certification by the Board.

**TOWNSHIP ADMINISTRATION**

Mrs. Fisher provided an update on the Sugar Farms annexation. Mr. Tom Hart would like to schedule a meeting with Norwich and Brown township officials to harmonize on the project and provide preliminary plans. The Board agreed to this. Mrs. Fisher reported that a traffic study is being planned also. Mrs. Fisher will work with Mr. Hart on a meeting date.

**TRUSTEE-OLD BUSINESS**

Resident Paul Ritzenthaler reported that the veteran's memorial located at the former American Legion Post 614 on Lattimer Street has been orphaned. When the American Legion was forced to sell its post home a number of years ago, the post had every intention of moving the memorial. Economic times for the legion have not been favorable and the area of the memorial has fallen into disrepair. Mr. Ritzenthaler is asking the Board to help find a new home for the memorial. The current property owner was promised that the memorial would be removed and that promise has been unfulfilled. Mr. Modlich estimates that it would cost between \$8,000 -\$10,000 to move the memorial. Mr. Ritzenthaler is asking for it to be moved to a public site so that it would be maintained. There are also four flagpoles that need to be moved. Mr. Buck thinks that Otie Blankenship is the only known relative of George and Iva Tillman. He asked Mr. Ritzenthaler to contact Mr. Blankenship to see if he has an interest related to the memorial. Mr. Buck is willing to partner with others to help with the move. Mr. Ritzenthaler is unsure if it has been discussed with the Mayor of Hilliard. Mr. Buck believes this should be a shared cost with the City of Hilliard. Mrs. Fisher will contact Hilliard to see if they will share the cost.



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12:30 PM – Mr. Buck excused himself from the remainder of the meeting and all action forthcoming.

**TRUSTEE-NEW BUSINESS**

The Board took the following action related to the 3.076 acres land purchase from the Franklin County Agricultural Society, Inc. Mrs. Miles confirmed that General Fund money, specifically from prior estate tax received, is being used to fund this purchase.

**Approval to Execute 3.076 Acres Real Estate Purchase Agreement**

Motion by Mr. Earman, seconded by Mr. Roberts, for the approval of *A Resolution Authorizing The Board of Trustees To Enter Into And Execute A Real Estate Purchase Agreement For Approximately 3.076 Acres Of Property Identified As Franklin County Parcel Number 050-003023.*

Vote: Buck-Absent Earman- Yes Roberts- Yes Motion passed - #180904.04

**Approval of a Real Estate Purchase Contract**

Motion by Mr. Earman, seconded by Mr. Roberts, for the approval of *A Real Estate Purchase Contract.*

Vote: Buck-Absent Earman- Yes Roberts- Yes Motion passed - #180904.05

**Approval of License Agreement/Right of Entry**

Motion by Mr. Earman, seconded by Mr. Roberts, for the approval of the *License Agreement And Right Of Entry.*

Vote: Buck-Absent Earman- Yes Roberts- Yes Motion passed - #180904.06

**Approval of a Maintenance Agreement Exhibit C**

Motion by Mr. Earman, seconded by Mr. Roberts, for the approval of a *Maintenance Agreement Exhibit C.*

Vote: Buck-Absent Earman- Yes Roberts- Yes Motion passed - #180904.07

Motion by Mr. Roberts, seconded by Mr. Earman to adjourn from the regular meeting at 12:34 PM.

Vote: Buck- Absent Earman- Yes Roberts- Yes

  
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Larry Earman, Chairman

  
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Jamie Miles, Fiscal Officer