



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **July 17, 2018**

The meeting was called to order at 6:00 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

AGENDA ADDITIONS - None

PUBLIC PARTICIPATION – None

Approval of Trustee Meeting Minutes for 07/03/2018

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on July 3, 2018.

Vote: Buck-Yes Earman- Yes Roberts- Yes

Motion passed - #180717.01

POLICE DEPARTMENT

Chief Fisher shared the second quarter police statistics for the Township.

FIRE DEPARTMENT

Chief Warren requested formal action to accept the resignation from Fire Inspector Brian Beach, effective July 25, 2018 at 4:00 pm. Chief Warren shared that he will begin an internal process to fill the Fire Inspector position. Mr. Buck requested that Chief Warren fill the position internally with a candidate that has good communication and problem solving skills, works well with others and has a common sense approach to issues.

Approval of the Resignation from Fire Inspector Brian Beach

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval of the resignation of Fire Inspector Brian Beach effective July 25, 2018 at 4:00 pm.

Vote: Buck- Yes Earman-Yes Roberts- Yes

Motion passed - #180717.02

CEMETERY & ROAD DEPARTMENT

Mr. Thomas reported that phase one of the Hayden Boulevard project was completed last Thursday. The second phase will happen the third week of August to allow curing before adding the topcoat to the asphalt. Mr. Thomas shared that his department is busy with storm drainage projects and funerals. He shared that the two seasonal mowing employees have been told not to report to work due to the dry weather. Mr. Earman shared that on July 17, 2018, the Franklin County Engineers advertised in the Columbus Dispatch the Notice to Bidders for the Thoburn Road project. Mr. Buck shared that a resident of Thoburn Road stopped him at a store and thanked the Board for moving forward with this project.

FISCAL OFFICE - None



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TOWNSHIP ADMINISTRATION

Mrs. Fisher discussed the proposals received from OHM, DLZ and Ron Gajoch for professional design services for the Norwich Pavilion bidding process. The OHM proposal was \$18,500.00, Ron Gajoch's proposal was \$35,000.00, and DLZ was \$59,000.00. Mrs. Fisher recommended moving forward with OHM and that she would work with Mark Bockrath to reduce the cost of the proposal by managing more of the bidding process. Mr. Earman added that the proposal did not include construction supervision. Mrs. Fisher shared that the additional \$2,500.00 on the proposal would cover the hourly rate of the engineer assisting with questions from construction companies during the bidding process. Mrs. Fisher could get a quote from OHM for construction management but did not think it would be necessary due to the size of the project and that the awarding company will also have a project manager. Mrs. Fisher included that she contacted references from OHM and all gave positive recommendations. Mr. Earman asked where dirt will come from if the project does not include a pond. Mr. Buck shared that the Franklin County Fair Board has 500 yards of dirt from road construction projects that could be used. Mrs. Fisher discussed concerns about the noise resolution passed in 2009. The Hilliard Police Department was concerned about the penalty of a misdemeanor of the second degree. Chief Fisher shared his concerns about the severity of the penalty. Mrs. Fisher shared that Pete Griggs recommended to not make changes to the resolution and that we must follow ORC 505.172 with the penalty of a misdemeanor of the second degree. Mr. Buck added that this enforcement should be a common sense approach and would still have the second degree misdemeanor to use if a call for service escalated. Chief Fisher requested that the resolution mirror the City of Hilliard's noise ordinance. Mr. Earman shared that if the Township mirrored the ordinance that an offender could argue that it is not in violation with the ORC. Chief Fisher agreed and suggested moving forward with Pete Griggs recommendation. Mrs. Fisher discussed a non-resident cemetery lot hold for Nancy Ohde. She shared that she and Mr. Thomas attended a hearing with the Department of Commerce for a cemetery matter for Nancy Ohde. She stated that it was recommended by the Chairman to come to an agreement between each party. She requested to move forward with the offer currently in place, pay \$1,000.00 now and \$1,000.00 within one year. Mrs. Fisher shared that one non-resident lot was placed on hold prior to the increase of lots in 2012. She stated that the lot has been paid for, totaling \$2,000.00. Mr. Earman agreed to offer \$1,000.00 now and \$1,000.00 in a year. Mr. Roberts and Mr. Buck added that he agreed as well. Mrs. Fisher stated that two notices have been mailed to the individuals on the lot hold list, one regular mail and one certified. Mrs. Fisher stated there are no requirements for this matter and shared that the Ohio Department of Commerce Chairman stated that the Township had not done anything illegal and we were fixing problems created by an employee that had made poor decisions. Mr. Earman asked Mr. Thomas and Mrs. Fisher to research the location of the lots on hold to identify if the lots are near family members. Mr. Buck shared that he and Mrs. Fisher had met with Jim Rice and Mr. Rice was not aware that lots were being placed on hold.

Approval to Use OHM for Professional Engineering Design Services for the Norwich Pavilion

Motion by Mr. Buck, seconded by Mr. Roberts, to accept the OHM proposal for professional engineering design services for the Norwich Pavilion, totaling \$18,500.00.

Vote: Buck- Yes Earman-Yes Roberts- Yes

Motion passed - #180717.03



NORWICH TOWNSHIP

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Held **July 17, 2018**

TRUSTEE-OLD BUSINESS - None

TRUSTEE-NEW BUSINESS - None

Motion by Mr. Roberts, seconded by Mr. Earman to adjourn from the regular meeting at 6:25 PM.

Vote: Buck- Yes Earman- Yes Roberts- Yes

Handwritten signature of Larry Earman in cursive script.

Larry Earman, Chairman

Handwritten signature of Jamie Fisher in cursive script.

Jamie Fisher, Township Administrator