



**RECORD OF PROCEEDINGS**

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

**5181 NORTHWEST PARKWAY, HILLIARD, OHIO**

*Held* **February 2, 2009**

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The meeting was called to order by Chairman Buck  
Roll Call - **Charles Wm. Buck, Chair – Present**  
**Michael D. Cope, Trustee – Present**  
**Larry Earman, Trustee – Present**

Also Present - **Dave Long, Fire Chief**  
**Bob Kaufman, Asst. Fire Chief**  
**Wayne Warner, Township Administrator**  
**Steve Montgomery, Roads/Cemetery Dept.**

**FRANKLIN COUNTY ENGINEER’S OFFICE**

Mr. Cornell Roberts and Mr. Scott Rowe of the Franklin County Engineer’s Office presented the Board with a preliminary design and cost estimate for Schirtzinger Road. The initial cost estimate for the entire project is \$650,000. The Board reviewed the plan and discussed options for the management of the project and phasing of the project. Mr. Roberts noted that the retaining wall could be designed as a standalone project at an estimated cost of \$100,000. Mr. Buck noted that the intention of the project is to maximize drainage with minimal loss to trees, all at a reasonable cost. With the Board’s approval to move forward, Mr. Roberts will identify who is responsible for the project design costs and additional survey work will begin.

**POLICE REPORT**

Chief Garnett provided the December report and noted that total calls were slightly lower this month. He reported that he expected to begin moving HPD’s communication center next week but this timeframe was contingent upon a meeting with AT&T.

**FIRE DEPARTMENT**

Chief Long reported that operations were running smoothly given the snowy conditions we have been experiencing.

**CEMETERY & ROAD DEPARTMENT**

Mr. Montgomery reported that the salt supply should sustain the Township the rest of the season assuming we are through the worst of the winter weather. Mr. Cope stated that he is emphatically in support of continuing to service the Township roads in the manner in which we have. Mr. Buck agreed and stated that the safety of our streets need to continue to be a top priority for our residents and for emergency services.

**FISCAL OFFICE**

Mrs. Miles reported that the 2007/2008 fiscal audit was underway and a preliminary management letter is expected the first part of March.

**JOINT SAFETY BUILDING**

Mr. Buck reported that the contractors are continuing their work on the building but some tasks are weather dependent. He noted that we need to have additional mats placed in the lobby area.



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**TOWNSHIP ADMINISTRATION**

Mr. Warner reported that two proposals for the design, production, and mailing of the Township newsletter were received. The cost for the initial issue of the newsletter is estimated at \$7,000 to \$7,700 with subsequent issues being approximately \$500 less. Mr. Warner recommended that the Board accept the proposal from IDC Design.

**TRUSTEE-NEW BUSINESS**

Mr. Warner noted that the Dedication Ceremony is scheduled for March 8, 2009 at 2 pm. Mr. Earman gave the go ahead to send the invitation address listing to the City.

**Approval of Trustee Meeting Minutes for 1/20/09**

Motion by Mr. Earman, seconded by Mr. Cope, for the approval of the Norwich Township Trustee meeting minutes for January 20, 2009. Unanimously approved. Motion passed. #090202.01

**Authorization to Proceed with Schirtzinger Road Design Plans and Cost Estimates**

Motion by Mr. Buck, seconded by Mr. Earman, to authorize the Franklin County Engineer's Office to proceed forward with completing design work for the Schirtzinger Road Project along with a separate cost estimate for the retaining wall project. Unanimously approved. Motion passed. #090202.02

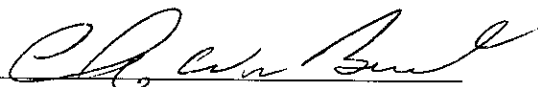
**Approval to Accept IDC Design Proposal**


Motion by Mr. Earman, seconded by Mr. Cope, to accept IDC Design's proposal for the design, production, and mailing of the Township newsletter at a cost of approximately \$7,700 per issue. Unanimously approved. Motion passed. #090202.03

**Executive Session**

Motion by Mr. Cope, seconded by Mr. Earman to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(1) for purposes of considering the employment of a public employee. Roll call vote taken. Unanimously approved. Motion passed. No action taken during executive session. Motion by Mr. Cope, seconded by Mr. Earman, to adjourn from executive session at 1:40 pm with no further action. Unanimously approved. Motion passed.

Motion by Mr. Cope, seconded by Mr. Earman, to adjourn the regular meeting of February 2<sup>nd</sup> at 1:40 pm.

  
Charles Wm. Buck, Chairman

  
Jamie Miles, Fiscal Officer