



## RECORD OF PROCEEDINGS

*Minutes of* ***NORWICH TOWNSHIP BOARD OF TRUSTEES*** *Meeting*  
*Held* **5181 NORTHWEST PARKWAY, HILLIARD, OHIO**  
**March 6, 2012**

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The meeting was called to order by Chairman Larry Earman.

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

Also Present - **Bob Kaufman, Fire Chief**  
**John King, Battalion Chief**  
**Steve Montgomery, Roads/Cemetery Dept.**  
**Kate Cavanaugh, Township Administrator**

**PUBLIC PARTICIPATION** - None

### **Approval of Trustee Meeting Minutes for 2/21/12**

Motion by Mr. Roberts, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting of February 21, 2012.

Vote: Buck-Abstain Earman-Yes Roberts-Yes Motion passed - #120306.01

### **FIRE DEPARTMENT**

Chief Kaufman reported that staff has been meeting with potential IT support vendors. Firefighter Jay Roof has started. On February 17<sup>th</sup>, Captain Papa was recognized by OSU for his community outreach efforts. On April 10<sup>th</sup>, the Fire Department is hosting the Pride and Ownership conference here at the Safety Services Building. Firefighter Brian Davis provided insight on the outreach seminar 40/70 Rule that the Township is hosting along with Home Instead and Darby Glen Rehab Facility. He noted that the next senior luncheon is scheduled for March 19<sup>th</sup>.

### **CEMETERY & ROAD DEPARTMENT**

Mr. Montgomery provided an update on the status of the AEP utility pole. AEP will not pay for the relocation of the meter. Quotes to relocate the meter were received from Converse Electric for \$1,680 and Jess Howard Electric Company for \$1,874. In addition, Converse Electric recommended installing LED lighting in the mausoleum for an additional \$224.

### **Approval of Converse Electric's Meter Relocation Quote**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval to accept the quote from Converse Electric for the relocation of the meter and installation of LED lighting at a total cost of \$1,904.00.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #120306.02

Mr. Montgomery visited the property owner at 3357 Fishinger Road. The owner was not aware of any previous notice from the Township regarding the clean up of the property. She is very interested in getting the property cleaned up and will proceed forward with doing so. Mr. Buck asked Mr. Montgomery to follow up on the status of the property located on Leppert Road where the dirt bike path is located.



NORWICH TOWNSHIP

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*Held*

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**FISCAL OFFICE**

Mrs. Miles reported that the Ohio Bureau of Worker's Comp would be conducting a premium audit onsite next Monday.

**HILLIARD POLICE DEPARTMENT**

Chief Fisher provided the February Activity Report. In addition, he provided the 2011 Annual Report and noted that calls for service were down and response times decreased. He reviewed the impact of the D.A.R.E. program which will be retired after twenty years.

**TOWNSHIP ADMINISTRATION**

Ms. Cavanaugh reviewed the City of Hilliard's request to terminate the 99 year lease of the property located at 5311 Norwich Street.

**Approval to Terminate 5311 Norwich Street Lease**

Motion by Mr. Buck, seconded by Mr. Roberts, to terminate the 99 year lease of 5311 Norwich Street so long as the City pays for all expenses related to the termination including paying for the cost that the Township paid for the title search.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #120306.03

**TRUSTEE-OLD BUSINESS**

**Approval to Amend Township Administrator Employment Contract**

Motion by Mr. Earman, seconded by Mr. Buck for approval of a Resolution Hiring and Establishing the Terms and Conditions of Employment for the Norwich Township Administrator Kate Cavanaugh. This approval is for the amendment of Section 8 of the original contract.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #120306.04

Ms. Cavanaugh conveyed a thank you from resident Wanda Six regarding the drainage work that was completed in the right of way area in front of her property.

**TRUSTEE-NEW BUSINESS**

The Board discussed the Franklin County Engineer's Office (FCEO) cost estimate of \$26,000 to extend paving Schirtzinger Road to the City limits. According to the FCEO, the City of Hilliard is interested in paving the northbound portion of Schirtzinger Road within the City limits. Mr. Montgomery will follow up on any impact on having to install handicap access ramps along this portion of the road. In other matters, Mr. Buck requested Ms. Cavanaugh to look into the cost to purchase and maintain solar powered radar devices.

The regular meeting of March 6<sup>th</sup> adjourned at 12:41 pm.

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Larry Earman, Chairman

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Jamie Miles, Fiscal Officer