



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
5181 NORTHWEST PARKWAY, HILLIARD, OHIO
Held **May 19, 2015**

The meeting was called to order at 3:00 pm by Chairman Timothy Roberts.

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

Also Present - **Jeff Warren, Fire Chief**
Greg Young, Battalion Chief
Kate Cavanaugh, Township Administrator
Steve Montgomery, Roads Superintendent/Cemetery Sexton

Executive Session

Motion by Mr. Buck, seconded by Mr. Earman, to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(1) to consider the appointment and employment of a public employee.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion by Mr. Buck, seconded by Mr. Earman, to adjourn from executive session at 6:00 PM.

Vote: Buck-Yes Earman-Yes Roberts-Yes

AGENDA ADDITIONS - None

PUBLIC PARTICIPATION

Patty Hatcher, resident of 3705 Schirtzinger Road asked the Board to provide an update to what is going to be done about the impact of the recent construction on Holcomb Ditch. She noted that the fencing and rock wall at the top of the ditch is gone. She reported that she has lost an alarming amount of her backyard due to the volume of water that is being put into the ditch. There is very serious cause for concern. Ms. Cavanaugh reported that according to Franklin County, the matter of Holcomb Ditch is a City of Hilliard issue. Mr. Buck noted that a meeting was to happen with the Township, County, and Hilliard but one has not taken place. Doug Francis, Director of Communications for the City of Hilliard, will follow up with Butch Seidle on the matter. Mrs. Hatcher also inquired about the ponding of water in the year across the street from her property. Mr. Montgomery confirmed that there is no tile in the yard. Mr. Buck said that this should have been taken care of when the County completed the recent tile project on Schirtzinger Road and the County needs to come out and fix it. Mr. Earman recommended that Mr. Buck contact Dean Ringle to discuss the tile work and Holcomb Ditch.

Approval of Trustee Meeting Minutes for 05/05/15

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on May 5, 2015.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #150519.01

POLICE DEPARTMENT

Acting Police Chief Fisher reported that criminal activity within the Township was normal last month. There has been an increase in thefts from cars. He reminded resident to lock cars, remove



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valuables from cars, and close garage doors. There has been an increase in fraud cases related to tax returns. There was a significant crash on Fishinger Road at Dublin Road. The crash was due to a failure to yield; it was not speed related. Police administration is busy with the hiring of three new police officers. In addition, three officers will be graduating from the police academy in June. He reported that there are no existing poles that the stealth state device can be mounted on. He is working with staff to install poles to mount the device on. Mr. Buck inquired about the status of the tower which the Township wrote a check for more than \$800,000 over a year ago. Chief Fisher reported that Verizon has filed for amended building permits which is a good indication that the agreement is close to being finalized. Mr. Buck asked about money being refunded to Hilliard related to the tower. Hilliard Communications Director Doug Francis reported that there is a resolution in place that states that upon completion of the tower and all completed costs, \$269,000 will be refunded back to the City of which fifty percent could come back to the Township.

FIRE DEPARTMENT

A swearing in ceremony was held for the promotion of Firefighter Eric Eby to the rank of Lieutenant. Chief Warren recognized Lieutenant Jake Wells for his 15 years of service. He also acknowledged Firefighters Morgan Wellman and Randall Lossick for their years of service. Chief Warren requested the Board to accept the resignation of Firefighter Mitch Klosterman and to accept the retirement resignation of Lieutenant Weaston. He recommended the Board promote Firefighter Nick Lantz to replace Lieutenant Weaston. Refurbished 2003 Sutphen Fire Engine was delivered today. At the recent Brown Township meeting, the Department accepted the Bronze Star Award from the American Heart Association; there are 1,400 eligible agencies and there were 52 awards given out.

Acceptance of Firefighter Klosterman Resignation

Motion by Mr. Earman, seconded by Mr. Buck, to accept the resignation of Firefighter Mitch Klosterman effective June 5, 2015.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #150519.02

Acceptance of Lieutenant Weaston Retirement Resignation

Motion by Mr. Buck, seconded by Mr. Earman, to accept with regret the retirement resignation of Lieutenant Don Weaston effective June 6, 2015.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #150519.03

Approval to Promote Firefighter Nick Lantz to Lieutenant

Motion by Mr. Buck, seconded by Mr. Earman, for approval to promote Firefighter Nick Lantz to the rank of Lieutenant effective June 1, 2015.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #150519.04

Approval of Conditional Offer of Employment Johnson, Zimmerman, Caito, Jensen

Motion by Mr. Buck, seconded by Mr. Earman, to offer full-time employment to Keith Johnson, Richard Zimmerman, Jake Caito, and John Jensen contingent upon passing a background check, passing a physical exam, pre-employment drug screen, computer voice stress analysis, psychological evaluation and to be effective no later than the first pay period in July 2015. Furthermore, it is recognized that Keith Johnson and Richard Zimmerman have five years or more of continuous full time service and are appointed to the second Step (for salary purposes as defined in Article VII Section 2 of the collective bargaining agreement).



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Motion passed - #150519.05

CEMETERY & ROAD DEPARTMENT

Mr. Montgomery requested approval to buy back two graves purchased by Mr. and Mrs. Jenkins. Mr. Montgomery reported that an employee was off of work due to a non-work related injury. He used the seasonal workers to cover which ran about 30 hours over. Mrs. Miles reported that the Board had previously authorized 80 hours weekly for seasonal staff. Mr. Earman recommended a one-time exception to allow for the hours to be paid.

Approval of Jenkins Grave Buyback

Motion by Mr. Earman, seconded by Mr. Buck, for the approval to buy back two graves purchased by Pamela and Wade Jenkins for \$500 each.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #150519.06

Approval of Additional Seasonal Hours

Motion by Mr. Earman, seconded by Mr. Buck, for the approval of a one-time exception to pay seasonal individuals for hours worked more than 80 hours for the recent pay period.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #150519.07

FISCAL OFFICE

Mrs. Miles reported that the 1st half 2015 real estate tax settlement has been received which is roughly two months later than usual.

TOWNSHIP ADMINISTRATION

Ms. Cavanaugh reported that the search for a replacement Township Administrator is moving forward.

TRUSTEE-OLD BUSINESS - None

TRUSTEE-NEW BUSINESS - None


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Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion by Mr. Buck, seconded by Mr. Earman, to adjourn from executive session and the regular meeting at 6:55 PM without any further action.

Vote: Buck-Yes Earman-Yes Roberts-Yes



Timothy Roberts, Chairman



Jamie Miles, Fiscal Officer