



**RECORD OF PROCEEDINGS**

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

*5181 NORTHWEST PARKWAY, HILLIARD, OHIO*

*Held* **September 18, 2018**

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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**  
**Jamie Miles, Fiscal Officer**

**AGENDA ADDITIONS** – None

Mrs. Fisher requested to add one agenda item underneath Township Administration.

**PUBLIC PARTICIPATION** – None

**Approval of Trustee Meeting Minutes for 09/04/2018**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on September 4, 2018.

Vote: Buck-Yes Earman- Yes Roberts- Yes

Motion passed - #180918.01

**POLICE DEPARTMENT**

Chief Fisher reported that there was a great turn out for the 9/11 Remembrance Ceremony. He reported that there was a burglary that happened during the daytime on Sunnyvale. He reminded residents to stay vigilant, if you see something, say something.

**FIRE DEPARTMENT**

Chief Warren reported that the water rescue resources are expected to be demobilized tonight. He requested approval to accept the retirement resignation from Battalion Chief Ted Kienzle. Chief Warren discussed the need to back fill this position by November 1<sup>st</sup> before the vacation calendar comes out. Any lieutenant or above is eligible to apply for the promotion. Chief Warren also recapped the plan from 2012 which downsized the fire administration from four to two positions. We have been vigilant in carrying out this plan since 2014. The time has come to request to add back a new position. Chief Warren does not take this request lightly as he recognizes a fierce competition for tax dollars. However, this new position will be key to maintaining the insurance ratings which directly impact our residents. In addition it is important to manage professional standards. We have discussed this topic publicly a number of times including at our planning meetings. Mr. Roberts believes that the time has come to move forward with adding a position. Mr. Buck agrees. The Board took action to increase the (fire) staff personnel from 89 to 90 by adding a new battalion chief position.

**Approval of the Retirement Resignation Battalion Chief Kienzle**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval to accept the retirement resignation of Battalion Chief Ted Kienzle effective February 20, 2019.

Vote: Buck- Yes Earman-Yes Roberts- Yes

Motion passed - #180918.02



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**Approval of New Battalion Chief Position**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval to increase the fire staffing from 89 to 90 by adding a new battalion chief position.

Vote: Buck- Yes Earman-Yes Roberts- Yes

Motion passed - #180918.03

**CEMETERY & ROAD DEPARTMENT**

In Mr. Thomas' absence, Mrs. Fisher requested approval of a grave buy back for James and Lilah Sarafin.

**Approval of Sarafin Grave Buy Back**

Motion by Mr. Roberts, seconded by Mr. Buck, for approval of a grave buy back requested by James P Sarafin and Lilah J. Sarafin. The grave was originally purchased on June 1, 1994 for \$300.00 (Block E, Lot 146, Grave 2).

Vote: Buck-Yes Earman- Yes Roberts- Yes

Motion passed - #180918.04

**FISCAL OFFICE**

Mrs. Miles requested approval of the 2019 real estate tax estimates. She reported that the 2019 estimates are projected to generate approximately \$200,000 more in real estate tax for the fire levies. In addition, Brown Township's fire levy is projected to generate approximately \$150,000 more than we actually received for contracted services in 2018.

**Approval to Accept the Amounts & Rates Authorizing the Necessary Tax Levies**

Motion by Mr. Buck, seconded by Mr. Roberts, for approval of a Resolution Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The Franklin County Auditor.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #180918.05

**TOWNSHIP ADMINISTRATION**

Mrs. Fisher introduced Mr. Albert Iosue, Program Administrator for SWACO. Mr. Iosue introduced SWACO's Recycle Right Campaign. He reported that it is not a good time economically for the recycling industry right now. It is important that residents are recycling the correct materials. In order for items to be recycled there must be an end user. For instance here in our market there is not an end user for #5 recyclables. Therefore, yogurt cups do not qualify for the recycle program even though they are a recyclable item. Mr. Iosue asked for the Board's support in carrying this 8 week campaign to its residents. In addition, SWACO will incur the cost to mail a magnet to all of the Townships residents. He asked the Board to make a commitment of approximately \$470 for a mailer to be sent to all Township residents. Mrs. Fisher requested the approval of two proclamations and a grass nuisance property. Mrs. Fisher requested the approval to add the open bid of the Pavilion Project. Mr. Earman noted that the \$290,000 related to the Pavilion Project does not include the cost of the engineering fees.

**Approval of SWACO Recycle Right Campaign Mailer**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval to spend \$470 for the SWACO Recycle Right Campaign mailer.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #180918.06



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**Approval of Proclamation for Fern Stumpf**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of Proclamation for the induction of Fern Stumpf into the Phyllis A. Ernst Senior Hall of Fame.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #180918.07

**Approval of Proclamation for Wally and Barb Cash**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval of Proclamation for the induction of Wally and Barb Cash into the Phyllis A. Ernst Senior Hall of Fame.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #180918.08

**Approval to Declare 1540 Willow Ridge Road a Nuisance**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval to declare 1540 Willow Ridge Road a nuisance property due to grass conditions.

Vote: Buck-Yes Earman- Yes Roberts- Yes Motion passed - #180918.09

**Approval of Proceed with Pavilion Open Bid Process**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval to proceed with the open bid process for the Pavilion Project not to exceed \$290,000.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #180918.10

**TRUSTEE-OLD BUSINESS**

Mr. Roberts asked Mr. Tom Rowe, Post Commander of the American Legion Post 614 to address the Board on the status of the ADA Improvement Project at the Avery Road American Legion location. Mr. Roberts recapped that this was an item originally brought to the Board by Mr. Buck. According Mr. Rowe, the City of Hilliard is going to handle all interior renovations, however, the exterior renovations, including the addition of an ADA ramp and parking lot modifications has been bid out at an approximate cost of \$28,000-\$32,000. Steve Stivers, Jim Hughes, and Stephanie Kunze have been contacted regarding funding, but there are no federal programs to assist with this project. In addition, area civic associations have been contacted, but they are not in a position to assist. Mr. Buck asked if the membership has stepped up to provide any financial assistant. Mr. Rowe said that this has been slow but he sees more membership support forthcoming. Mr. Earman stated that he has nothing against the Legion however it is a City building and the City should step up and fix the problems.

**Approval of American Legion Donation**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval to donate \$28,000 to the American Legion to assist with the ADA Improvement Project.

Vote: Buck-Yes Earman- No Roberts- Yes Motion passed - #180918.11

**TRUSTEE-NEW BUSINESS** - None

Motion by Mr. Buck, seconded by Mr. Roberts to adjourn from the regular meeting at 6:44 PM.

Vote: Buck- Yes Earman- Yes Roberts- Yes

  
Larry Earman, Chairman

  
Jamie Miles, Fiscal Officer