



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **July 16, 2019**

The meeting was called to order at 12:00 PM by Chairman Larry Earman.

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

Also Present - **Jamie Fisher, Township Administrator**
Jeff Warren, Fire Chief
Greg Young, Assistant Fire Chief
Lamar Sweigart, Bureau Chief
Robbie Thomas, Cemetery Sexton/Road Superintendent
Jamie Miles, Fiscal Officer

AGENDA ADDITIONS - None

PUBLIC PARTICIPATION - None

Approval of Trustee Meeting Minutes for 07/16/19

Motion by Mr. Roberts, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on July 16, 2019.

Vote: Buck-Absent Earman- Yes Roberts- Yes Motion passed - #190716.01

Approval of Trustee Special Meeting Minutes for 07/16/19

Motion by Mr. Roberts, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on July 16, 2019.

Vote: Buck-Absent Earman- Yes Roberts- Yes Motion passed - #190716.02

POLICE DEPARTMENT

Chief Fisher reported that he expects to have the quarterly statistical report to the Board by the end of the week. The residential robbery case on Wenwood Drive is still being investigated. There was a breaking and entering report on June 19th and there were a couple OVI arrests within the Township. The July 4th celebration went smoothly.

FIRE DEPARTMENT

Chief Warren reported that he attended along with Chief Young and Chief Sweigart the Fire Chiefs' Conference this past week. Given the time spent with the ISO people at the conference, Chief Warren expects to be visiting the Township's ISO rating again soon. Mr. Earman has noticed a number of fire hydrants being tagged. Chief Warren stated that he is unsure why there are so many issues with hydrants at this time but most of them are related to cap or stem issues. It is being further investigated. It may be a manufacturing issue.

CEMETERY & ROAD DEPARTMENT

Mr. Thomas received a quote from Decker Construction to overlay the salt barn floor for \$5,000 and to replace the approach of the storage barn for \$7,500. At the Spring planning meeting, Mr. Buck requested Mr. Thomas to get a quote to replace the approach. Mr. Earman asked if there were funds available with the Cemetery budget to cover both items. Mrs. Miles confirmed that the \$5,000 for the



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salt barn floor could be expensed into repairs and maintenance. However, the \$7,500 was not specifically budgeted for but could be charged to Improvement of Sites or another category. The Board agreed to move forward with both projects.

Approval of Decker Construction Quote

Motion by Mr. Roberts, seconded by Mr. Earman, for the approval to accept Decker Construction's quote of \$7,500 for the storage building apron replacement and \$5,000 for the salt barn floor overlay.
Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #190716.03

FISCAL OFFICE

Mrs. Miles reported that the June credit card transaction reporting has been provided to Mr. Earman for review and attestation. In addition, Trustee Dever stopped by the office today to extend an invitation for the elected officials and township staff to attend Brown Township's 20th anniversary celebration on August 11th from 2 to 5 pm.

TOWNSHIP ADMINISTRATION

Mrs. Fisher provided a copy of the proposed Township Meeting Room Policy. In addition to adding the use of credit cards as a form of payment, the other major change prohibits the use of bounce houses, DJs, and loud music. Mrs. Fisher requested the Board to formally approve the written policy as proposed. Mrs. Fisher requested to declare 3936 Medford Square a nuisance due to grass conditions.

Approval of Township Meeting Room Policy

Motion by Mr. Earman, seconded by Mr. Roberts, for the approval of the Norwich Township Meeting Room Policy as attached.
Vote: Buck-Absent Earman- Yes Roberts- Yes Motion passed - #190716.04

Approval to Declare 3936 Medford Square a Nuisance

Motion by Mr. Roberts, seconded by Mr. Earman, for the approval to declare 3936 Medford Square a nuisance property due to grass conditions.
Vote: Buck-Absent Earman- Yes Roberts- Yes Motion passed - #190716.05

TRUSTEE-OLD BUSINESS

Mr. Earman stated that as it relates to the American Legion request that was tabled from last meeting, no action will be taken at this time.

TRUSTEE-NEW BUSINESS - None

Motion by Mr. Earman, seconded by Mr. Roberts to adjourn from the regular meeting at 12:10 PM.
Vote: Buck- Absent Earman- Yes Roberts- Yes


Larry Earman, Chairman


Jamie Miles, Fiscal Officer