



**RECORD OF PROCEEDINGS**

*Minutes of* **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*  
**5181 NORTHWEST PARKWAY, HILLIARD, OHIO**  
*Held* **September 3, 2019**

---

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**  
**Lamar Sweigart, Bureau Chief**  
**Robbie Thomas, Cemetery Sexton/Road Superintendent**  
**Jamie Miles, Fiscal Officer**

**AGENDA ADDITIONS**

Mrs. Miles requested to add approval of the 2020 tax levies as certified by the Franklin County Auditor.

**PROMOTIONAL CEREMONY**

A swearing in ceremony was held for Josh Cox who was promoted to Fire Lieutenant.

**PUBLIC PARTICIPATION** - None

**Approval of Trustee Meeting Minutes for 08/20/19**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on August 20, 2019.

Vote: Buck- Yes Earman- Yes Roberts- Yes

Motion passed - #190903.01

**Approval of Trustee Meeting Minutes for 08/22/19**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on August 22, 2019.

Vote: Buck- Yes Earman- Abstain Roberts- Yes

Motion passed - #190903.02

**POLICE DEPARTMENT**

Chief Fisher congratulated Lieutenant Cox on his promotion. He had nothing to report.

**FIRE DEPARTMENT**

Chief Warren requested approval to sell the old medic on GovDeals. In addition, he requested approval to hire Tobias Cook and Beau Ramey.

**Approval of Conditional Offer of Employment for Cook**

Motion by Mr. Buck, seconded by Mr. Roberts, for approval to extend a conditional offer of full-time employment to Tobias Cook effective September 30, 2019 at 0800 contingent upon successfully passing a full background check, physical exam, pre-employment drug screen, and psychological evaluation.

Vote: Buck- Yes Earman- Yes Roberts- Yes

Motion passed - #190903.03



**RECORD OF PROCEEDINGS**

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

**5181 NORTHWEST PARKWAY, HILLIARD, OHIO**

*Held* **September 3, 2019**

---

**Approval of Conditional Offer of Employment for Ramey**

Motion by Mr. Buck, seconded by Mr. Roberts, for approval to extend a conditional offer of full-time employment to Beau Ramey effective September 30, 2019 at 0800 contingent upon successfully passing a full background check, physical exam, pre-employment drug screen, and psychological evaluation.

Vote: Buck- Yes Earman- Yes Roberts- Yes Motion passed - #190903.04

**Approval to Sell 2007 International Medic**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval to sell the 2007 International medic via GovDeals with a starting bid of \$2,000. See Exhibit A.

Vote: Buck- Yes Earman- Yes Roberts- Yes Motion passed - #190903.05

**CEMETERY & ROAD DEPARTMENT**

Mr. Thomas requested approval of the 2019 Road Projects for Timberbrook North. In addition, he requested to place the 2006 International 4300 snow plow truck on GovDeals. This is the oldest truck in the fleet. The roadwork is expected to begin this coming Monday and the project will take about two weeks. Phoenix will notify residents of the work schedule.

**Approval of 2019 Road Projects**

Motion by Mr. Buck, seconded by Mr. Roberts, for the approval of the 2019 Road Projects for Timberbrook North with an estimated cost of \$445,092.30

Vote: Buck- Yes Earman- Yes Roberts- Yes Motion passed - #190903.06

**Approval to Sell 2006 International 4300**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval to sell the 2006 International 4300 snow plow truck via GovDeals with a starting bid of \$5,000. See Exhibit B.

Vote: Buck- Yes Earman- Yes Roberts- Yes Motion passed - #190903.07

**FISCAL OFFICE**

Mrs. Miles requested approval of the 2020 real estate tax estimates as submitted by the Franklin County Auditor's office.

**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 - #190903.08

**TOWNSHIP ADMINISTRATION**

Mrs. Fisher requested approval of a proclamation for prostate cancer awareness.

**Approval of Proclamation for Prostate Cancer Awareness Month**

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval of a Proclamation for Prostate Cancer Awareness Month.

Vote: Buck- Yes Earman- Yes Roberts- Yes Motion passed - #190903.09





NORWICH TOWNSHIP

**RECORD OF PROCEEDINGS**

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

*5181 NORTHWEST PARKWAY, HILLIARD, OHIO*

*Held* **September 3, 2019**

**TRUSTEE-OLD BUSINESS**

Mrs. Fisher requested approval to move forward with OHM Advisors estimate for the bid process related to the Cemetery Expansion Project. Mrs. Fisher introduced Mr. John Fields, resident of 3219 Dublin Road and Mr. John Chandler, resident of 3299 Dublin Road.

Mr. Chandler is not against the expansion project but he is concerned about flooding in the area where the columbariums are proposed to be placed. In addition, security is a concern along with signage and fencing. According to the current plans, Mr. Chandler believes there are some encroachment issues on his property and he would like to see these remedied prior to the project being finalized. Mrs. Fisher stated that the fencing will most likely be a natural tree or shrub lined fencing that would not allow people to walk thru. In addition, she confirmed that the land survey should clear up any encroachment issues.

Mr. Fields asked if parking is anticipated along Dublin Road. Mrs. Fisher stated no that the only access to the expanded area would be from within the cemetery. Mr. Fields wanted to know how the headstones around the storage area would be handled. Mrs. Fisher stated that OHM is aware of the headstones and is planning to preserve the headstones. Mr. Fields asked if the Township had a rain day fund. Mr. Earman stated that the Township does have a rainy day fund which is the carry over balance of approximately \$10 million. Mr. Fields asked what would be done with the money if the project was not done. Mr. Earman explained that these funds are related to estate tax revenue previously collected. If the project is not done, then the Board would discuss other projects. Mr. Fields asked what portion of the Township's budget is for cemetery operations. Mrs. Miles confirmed that the Cemetery budget is approximately \$500,000 and is funded by the General Fund. Unlike our Fire operations that are funded by fire specific tax levies, Norwich Township does not have a cemetery tax levy. Mr. Fields asked how much more maintenance would be involved. Mr. Thomas said it will need to be maintained but it will be much less grass.

**TRUSTEE-NEW BUSINESS** – None

Motion by Mr. Buck, seconded by Mr. Roberts to adjourn from the regular meeting at 6:28 PM.

Vote: Buck- Yes Earman- Yes Roberts- Yes

  
\_\_\_\_\_  
Larry Earman, Chairman

  
\_\_\_\_\_  
Jamie Miles, Fiscal Officer

**Exhibit A**

Department: FIRE

**Vehicle 1**

Disposal Method: Internet Auction

Year: 2007

Make: International, 4300

Miles: 129,653

Use: Medic

Additional: Air conditioning, tilt wheel, cruise control, heated mirrors, cloth seats, turbo, and air bag suspension

Minimum Price: \$2,000

**Exhibit B**

Department: ROADS

**Vehicle 1**

Disposal Method: Internet Auction

Year: 2006

Make: International, 4300

Miles: 28,719

Use: Plow Truck

Additional: Detroit Motor, air conditioning, tilt wheel, cruise control, leather seats, turbo, and water pump installed in 2017

Minimum Price: \$5,000