



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **December 5, 2019**

The special meeting was called to order at 10:42 AM 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**
Robbie Thomas, Cemetery Sexton/Road Superintendent

The special meeting was held at the offices of:

OHM Advisors
580 North Fourth Street, Suite 610
Columbus, OH 43215

The purpose of the meeting was to preview a virtual reality experience for the Wesley Chapel Cemetery Expansion project.

During the meeting Mark Bockrath with OHM reviewed the first four tasks of their contract with the Township. Mr. Bockrath shared Task 1: survey and Geotech, Task 2: design / layout refinement, Task 3: bid documents, and Task 4: virtual reality experience. He shared that the bidding documents are 75% complete. Josh Helms with OHM discussed the refinement of the project. He shared that the layout changes were due to bedrock depth and for the reflection garden to be closer to the natural stream. Mr. Helms shared that the plaza will have a 5-inch caliper tree in the center. Mr. Buck mentioned they could use a 3-inch or 4-inch tree if needed. He shared if a 5-inch is used that the contractor will guarantee the tree. Mr. Helms described the plaza has being designed to fit 60 people. The reflection garden will be surrounded by walls from high to low with seating benches. The center of the reflection garden will have an architectural piece showcasing the four pillars of life. Mr. Helms shared that the children’s garden will have a wishing well in the center of the garden with peace rocks. The well would be 8 inches deep. The walking paths will be made with light grey clay permeable pavers with dark bordered clay permeable pavers. Mr. Earman requested that all clearing and site work remain on the Township’s property to avoid needing approval from the neighboring property owner.

Mr. Helms spoke about the landscaping elements of the project. Majority of the landscaping will be green cover with low maintenance and bamboo will be used for the sites screening. Mr. Bockrath shared that the trees could take up to 7 years for maturity. Mr. Bockrath shared the design of the walking paths and stormwater management concepts meet the Ohio EPA requirements.

Mr. Bockrath shared that the current plan includes one columbarium with the possibility for more as the need arises. Mr. Earman questioned why the foundations would not be built all at once. Mr. Bockrath shared that if the Township selected the same columbarium for all five columbariums that all the foundations can be done all at once.



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Mr. Bockrath and Mr. Helms were asked to include a total of five columbarium foundations and one foundation for the proposed Veterans Memorial. Mrs. Fisher shared that the Veterans Memorial is still a possibility for the expansion and will have more information in February of 2020. Mr. Thomas ask about the weight capacity for the bridge. Mr. Bockrath shared that it is a 10-foot-wide bridge that can hold a small pickup truck. The bridge has a 3-safety factor for the bridge. He shared that the walking paths would not be able to hold the weight of a truck.

Mrs. Fisher asked Mr. Bockrath for an updated cost estimate. Mr. Bockrath shared that the cost is at \$1,060,000 prior to any additional alternatives to the project. Mr. Buck requested a waterline to be added to the project for the ease of watering and cleaning. Mr. Thomas shared that the cemetery has a water hydrant that can be used to extend water to the expansion site.

Mrs. Fisher shared that the project includes +/- 1300 cremation plots between the memorial walk ways, columbariums, children's garden, and reflection garden. She shared that each columbarium can hold +/- 72 plots. Mr. Helms shared that plaques and boulders can be added to accommodate future needs and trends. Mr. Thomas shared that the Township could add benches that can be used for cremations. Mr. Thomas requests to use the same company for all plaques and engraving of the plaques for consistency.

Mr. Earman requested that the project include foundation work for all the proposed columbariums at the same time to avoid disruptions in the future. Mr. Roberts shared that he prefers doing the columbariums all at once to allow for them to age together. Mr. Buck agreed. Mr. Buck suggested placing the additional four columbariums as an alternate to the project. Mr. Roberts and Mr. Buck agreed. Mr. Earman suggested placing benches on the foundations if columbariums are not placed right way. Mr. Earman shared that a unanimous vote is required by the Ohio Revised Code for columbariums to be placed at a cemetery.

The cold storage area will have black iron gates. Mr. Buck requested a black chain linked fence to be added to the project for a barrier to the site.

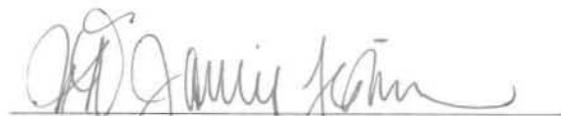
Mr. Bockrath will communicate with Mrs. Fisher when the bid documents are final. Mrs. Fisher will formally request that the Board approve a formal bid process for the expansion once the bid documents are received and reviewed.

Motioned by Mr. Buck, seconded by Mr. Roberts, to adjourn from the special meeting at 11:50 AM.

Vote: Earman- Yes Buck-Yes Roberts-Yes

Motion passed - #191205.01


Larry Earman, Chairman


Jamie Fisher, Township Administrator