

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **JANUARY 5, 2007**

RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** Meeting
4164 AVERY ROAD, HILLIARD, OHIO
Held **JANUARY 5, 2007**

RES. 07-02 Approval to Increase Life Insurance Coverage for Township Employees

Motion by Mr. Buck, seconded by Mr. Rice, to approve an increase in the life insurance benefit provided to township employees from \$50,000 to \$100,000 per employee effective February 1, 2007. Motion passed.

RES. 07-03 Approval to Retain Loveland & Brosius, LLC as Township Legal Counsel

Motion by Mr. Rice, seconded by Mr. Buck, to retain Loveland & Brosius, LLC as Township legal counsel. Motion passed.

COBRA UPDATES

Jamie Miles tabled for further evaluation and review.

EMPLOYEE HANDBOOK

According to Mr. Buck, the project is in progress and he expected the handbook to be completed during the first quarter of 2007.

ANNUAL SERVICE AWARD DINNER

Chief Long confirmed that an invitation had been sent to the Hilliard Davidson Football Team and the Team would be recognized during the dinner.

Meeting of January 5, 2007 adjourned at approximately 12:20 pm.



Mr. Larry Farman, Chairman



Jamie Miles, Fiscal Officer

Board of Township Trustees
Norwich Township
Franklin County, Ohio
January 5, 2007

A RESOLUTION - 07-03

The Board of Trustees of Norwich Township, Franklin County, Ohio, met in regular session this 5th day of January, 2007, at the Norwich Township Administration Building, 4164 Avery Road, Hilliard, Ohio 43026, with the following members present:

Mr. Larry Earman Chair

Mr. Chuck Buck

Mr. Jim Rice

Mr. Rice moved to adopt a resolution to employ Donald F. Brosius and the law firm of Loveland & Brosius, LLC, as the Township's attorneys for particular matters, as follows:

**RESOLUTION EMPLOYING TOWNSHIP'S ATTORNEYS
FOR PARTICULAR MATTERS FOR THE YEAR 2007**

WHEREAS, the Norwich Township Board of Township Trustees ("Board") is authorized by Section 309.09(B) of the Revised Code to employ attorneys other than the prosecuting attorney for particular matters to represent the Township and its officers in their official capacities and to advise them on legal matters; and

WHEREAS, Section 309.09(B) of the Revised Code provides that no such attorney may be employed except on the order of the Board, duly entered upon its Journal, in which the compensation to be paid for the attorney's legal services shall be fixed; and

WHEREAS, the Board finds it necessary to appoint attorneys to counsel and represent the Township in 2007 in such matters as the Board may refer to them; and

WHEREAS, the Board has appropriated the sum of \$ 30,000 for legal services for 2007;

NOW THEREFORE, BE IT RESOLVED by the Board of Township Trustees of Norwich Township, Franklin County, Ohio, that:

SECTION 1. Donald F. Brosius of Loveland & Brosius, LLC, and the law firm of Loveland & Brosius, LLC, 50 West Broad Street, Suite 3300, Columbus, Ohio 43215, are hereby employed as the Township's legal counsel to represent the Township and its officers in their official capacities and to advise them in connection with personnel, collective bargaining and such other matters as may be referred to said Counsel by the Board.

SECTION 2. The compensation for such counsel during 2007 shall be paid for as follows: \$185.00 per hour partner attorney time; \$165.00 per hour senior associate time; \$140.00 per hour associate time; \$80.00 per hour law clerk time; and \$65.00 per hour legal assistant time; plus out-of-pocket expense reimbursements; provided that the total compensation shall not exceed \$_____ without further action by this Board.

SECTION 3. The attorneys may be discharged at any time by majority vote of the Board.

SECTION 4. The Township Fiscal Officer is directed to send a copy of this Resolution to the law firm.

SECTION 5. It is found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including, without limitation, Section 121.22 of the Revised Code.

Mr. Buck seconded the motion, and the roll being called upon the question of passage, the vote resulted as follows:

| | |
|-------------------|------------|
| <u>Mr. Rice</u> | <u>Yes</u> |
| <u>Mr. Buck</u> | <u>Yes</u> |
| <u>Mr. Earman</u> | <u>Yes</u> |

The motion carried and the resolution was adopted.

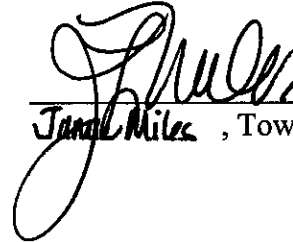
BOARD OF TRUSTEES
NORWICH TOWNSHIP
FRANKLIN COUNTY, OHIO

Larry Earman
Larry Earman, Trustee
Chuck Buck
Chuck Buck, Trustee
Jim Allen
Jim Allen, Trustee

Certification

I, Jamie Miles, the undersigned, duly elected Fiscal Officer of Norwich Township, Franklin County, Ohio, hereby certify the foregoing is a true copy of a Resolution duly passed at a regular meeting of the Board of Township Trustees of said Township on the 5th day of January, 2007, together with a true record of the roll call vote thereon, and that said Resolution has been duly entered upon the Journal of said Township. The undersigned further certifies that the amount necessary to meet the obligation described in said Resolution has been lawfully appropriated and is in the Township treasury to the credit of an appropriate fund, free from any previous encumbrances.

This 5th day of January, 2007.



Jamie Miles, Township Fiscal Officer

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **JANUARY 22, 2007**

Motion by Mr. Rice, seconded by Mr. Buck, to close all Chase VISA accounts in the name of Norwich Township Trustees. Approval to enter into a credit agreement with Chase Financial Services to establish a Chase Credit Card account in the amount of \$10,000 for official Township use.

Motion by Mr. Rice, seconded by Mr. Buck, to amend the previously issued hourly wage increases as follows: Montgomery 2007 = \$29.30. Amendment due to keying error. Motion passed.

Jamie Miles tabled for further evaluation and review.

According to Mr. Buck, the project is in progress and he expected the handbook to be completed during the first quarter of 2007.

Motion by Mr. Buck, seconded by Mr. Rice to require that all non-uniformed worker's compensation claims must be approved by all three trustees prior to any claim being certified. Motion passed.

Motion by Mr. Buck, seconded by Mr. Rice to adjust the regularly scheduled meeting on February 19th to begin at 5:30 pm to enable the Trustees to attend the Lincoln Reagan dinner at 6:30 pm.

Mr. Buck confirmed that a meeting has been scheduled for January 25th at 7:00 pm to discuss Weaver Park.

Mr. Earman confirmed that the Trustees would be attending tonight's Hilliard City Council meeting for the presentation by Meacham and Apel of the joint safety building.

Motion by Mr. Buck to recess to Hilliard City Council then further onto Brown Township for the annual meeting scheduled for 7:30 pm.

Meeting of January 22, 2007 adjourned at approximately 8:45 pm.


Mr. Larry Earman, Chairman


Jamie Miles, Fiscal Officer

RECORD OF PROCEEDINGS
Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **JANUARY 22, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
 Mr. Chuck Buck, Trustee - Present
 Mr. Jim Rice, Trustee – Present

Also Present - **Dave Long, Fire Chief**
 Bob Kaufman, Asst Fire Chief
 Steve Montgomery, Cemetery Sexton

4812 BELL ANN/LOCAL WASTE

Steve Montgomery indicated that Local Waste is not willing to do anything for the resident. The Road Dept. will get the damage fixed for the resident.

6161 HAYDEN RUN DRAINAGE ISSUES

Steve Montgomery met with Ms. Juanita Huffman to evaluate drainage issues. It was determined that the cause was due to area construction. Upon completion, the problems should cease. Steve noted that Clover Groff was experiencing similar drainage issues.

CEMETERY TREE & BRUSH REMOVAL

Mr. Buck is in the process of following up with Ahlum & Arbor regarding their bid for the completion of this work.

CEMETERY POLICY/FEEES

Item tabled for further review of the recommendations prepared by Loveland & Brossius.

LAND PURCHASE

Chief Long confirmed that he was awaiting the final details of the lot split.

DESIGN & CONSTRUCTION SCHEDULE – JOINT SAFETY BLDG.

According to Chief Long need to address how to incorporate Hilliard's approval process into the design and construction phase of the safety facility. The approximate completion date of the completion of the safety facility is October 2008.

EQUIPMENT DELIVERY – ENGINE AND MEDIC

Chief Long confirmed that the new fire engine is still scheduled for delivery in mid-February. In addition, the medic is still scheduled for delivery approximately February 12th. Meeting scheduled for February 1st at 9:00 am to tour the Sutphen plant.

SERVICE AWARDS – FIRE

Chief Long present Firefighter, Larry Cordial, with a certificate of service recognition to honor his twenty years of service.

RES. 07-04 Authorization to Hire A Temporary Position to Support The Fiscal Office in Payroll and Payables Activities

Motion by Mr. Buck, seconded by Mr. Rice, to approve the hiring of a temporary support position to assist in Fiscal Office activities.

BOARD OF TOWNSHIP TRUSTEES
NORWICH TOWNSHIP
FRANKLIN COUNTY, OHIO
JANUARY 22, 2007

RESOLUTION NO 07-04.

RESOLUTION AUTHORIZING THE HIRING OF A TEMPORARY POSITION TO SUPPORT
THE FISCAL OFFICE IN PAYROLL AND PAYABLES ACTIVITIES

NOW THEREFORE, BE IT RESOLVED, by the Board upon introduction and Motion of
Trustee Chuck Buck, seconded by Trustee Jim Rice, that the
following Resolution be, and hereby is, adopted:

1. To hire a temporary support position to assist in Fiscal Office activities.

This Resolution shall become effective January 5th 2007.

BOARD OF TRUSTEES, NORWICH TOWNSHIP,
FRANKLIN COUNTY, OHIO

ATTEST:

[Signature]
Township Fiscal Officer

[Signature]
Jim Rice, Trustee

[Signature]
Chuck Buck, Trustee

[Signature]
Larry Earman, Trustee

**BOARD OF TOWNSHIP TRUSTEES
NORWICH TOWNSHIP
FRANKLIN COUNTY, OHIO
JANUARY 22, 2007**

RESOLUTION NO 07-06

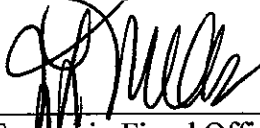
**RESOLUTION AUTHORIZING NORWICH TOWNSHIP TO ESTABLISH A CHASE
CREDIT CARD ACCOUNT FOR OFFICIAL TOWNSHIP USE**

NOW THEREFORE, BE IT RESOLVED, by the Board upon introduction and Motion of Trustee Jim Rice, seconded by Trustee Chuck Buck, that the following Resolution be, and hereby is, adopted:

1. Close all Chase VISA accounts in the name of Norwich Township Trustees
2. Enter into an agreement with Chase Financial Services to establish a Chase Credit Card account in the amount of \$10,000 for official Township use.

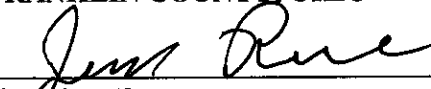
This Resolution shall become effective immediately upon its passage.

ATTEST:

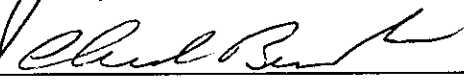


Township Fiscal Officer

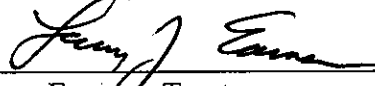
**BOARD OF TRUSTEES, NORWICH TOWNSHIP,
FRANKLIN COUNTY, OHIO**



Jim Rice, Trustee



Chuck Buck, Trustee



Larry Earnen, Trustee

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **FEBRUARY 5, 2007**

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee – Present

Also Present - Dave Long, Fire Chief
Bob Kaufman, Asst Fire Chief
Steve Montgomery, Cemetery Sexton

LAND PURCHASE

Chief Long confirmed that lot split has been completed and is on City of Hilliard's Planning and Zoning schedule for March 8, 2007. Mr. Earman will plan to attend the meeting.

DESIGN & CONSTRUCTION SCHEDULE – JOINT SAFETY BLDG.

Chief Long confirmed that a meeting with Meacham & Apel and representatives from the City of Hilliard is scheduled for Friday, February 9th to further discuss the design plans for the joint safety building.

EQUIPMENT DELIVERY – ENGINE AND MEDIC

Chief Long confirmed that the final inspection for the new fire engine is still scheduled for February 15th. In addition, the medic is still scheduled for delivery approximately February 12th, however, Chief Long anticipates the deliver to be delayed a bit.

RES. 07-08 Approval to Purchase Replacement Copier

Motion by Mr. Rice, seconded by Mr. Buck, to approve the purchase of a Canon 1023iF copier to replace the conference room copier at an approximate cost of \$2,654.00. Motion passed.

RES. 79-06 Amend Approval of Non-Uniformed Employees Pay Increases

Motion by Mr. Rice, seconded by Mr. Buck, to amend the previously issued hourly wage increases as follows: Rick Rapp hourly rates =

| | <u>2007</u> | <u>2008</u> | <u>2009</u> |
|--|-------------|-------------|-------------|
| | \$22.24 | \$23.13 | \$24.06 |

Motion passed.

RES. 07-09 Approval to Enter into Contract with The Standard Insurance Company

Motion by Mr. Buck, seconded by Mr. Rice to enter into contract with The Standard Insurance Company to provide group term life insurance in the amount of \$100,000 plus an additional \$50,000 if death occurs on the job to all uniformed and non-uniformed employees. Motion passed.

CEMETERY POLICY/FEEES

Mr. Earman tabled the issue for further review of the proposed policy with Loveland & Brosius. Trustees need more clarification as to whether any resident who pays taxes into the General Fund is eligible to purchase cemetery plots.

JOINT SAFETY BUILDING

Mr. Earman confirmed that presentations regarding the new joint safety building had been given to Hilliard City Council, Brown Township Trustees, and Hilliard Parks and Recreation Commission.

RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **FEBRUARY 5, 2007**

DARBY ACCORD

Mr. Buck confirmed that he would be attending the Darby Accord Working Group meeting scheduled for February 28 at 9:00 am in order to pursue issues brought up last year about the Darby Accord.

Meeting of February 5, 2007 adjourned at approximately 12:40 pm.



Mr. Larry Earman, Chairman



Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **FEBRUARY 19, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee – Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst Fire Chief
Steve Montgomery, Cemetery Sexton

CEMETERY & ROADS

Steve Montgomery confirmed that the Township had used approximately 75-80 tons of salt so far this year and that the Township had plenty of salt on hand to finish out the season. The biggest obstacle for the Road crew continues to be dodging parked cars.

OVERGROWN PLOTS

Mr. Buck informed the Board that he is working with Steve Montgomery to gather a listing of plot owners with overgrown shrubbery and plants. Once the listing is complete, a letter will be drafted and sent to the owners requesting permission for the Township to remove all overgrowth.

FISCHETTI GRAVE MARKER

Per a written letter provided by Steve Montgomery, Michael Fischetti is requesting approval from the Township to place a grave marker on his daughter's grave. According to Mr. Fischetti, the plot is deed to his daughter's mother. On behalf of the trustees, Mr. Buck requests that Mr. Fischetti provide a signed letter to the Township indicating his understanding and responsibility to remove the marker should the owner request it.

4388 HANSEN DRIVE

Steve Montgomery received a call from Mr. James Hancock, resident of 4388 Hansen Drive. According to Mr. Hancock his sump pump line between the house and the curb has frozen. Mr. Hancock originally installed this line and has never had problems with the line freezing. He feels that this was caused by the work completed last year by Franklin County Engineers. Mr. Buck asked Steve Montgomery to work with the resident to help get resolved. In addition, Mr. Buck will contact Mark Mulinax of the Franklin County Engineer's Office to get all outstanding items resolved.

LAND PURCHASE/LOT SPLIT

Chief Long confirmed that all applications related to the lot split have been filed with the City of Hilliard for review. The item is currently scheduled for the March 8th Planning and Zoning meeting.

EQUIPMENT DELIVERY – ENGINE AND MEDIC

Chief Long confirmed that the new fire engine will be delivered at the end of this week. In addition, the medic is still scheduled for delivery first of next week.

CEMETERY TREE & BRUSH REMOVAL

Mr. Buck informed the Board that Ahlum and Arbor is reworking their original quote to address the specific work needed to be completed at Wesley Chapel Cemetery.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **FEBRUARY 19, 2007**

RES. 07-10 Approval of Trash Exemption Requests

Motion by Mr. Buck, seconded by Mr. Rice, to approve the trash exemption requests for the following residents:

- Mark Bowman, 3160 Fishinger Rd.
- James Chichka, 6123 Sunny Vale Dr.
- Robert Ewing, 3830 Smiley Rd.
- Ossie Flowers, 1829 Spindler Rd.
- David Heisler, 3738 Cemetery Rd.
- David O'Brien, 4865 Dublin Rd.
- Harry Ours, 3520 Schirtzinger Rd.
- Judy Roy, 3350 Sunnybrook Dr.
- Joe Van Gundy, 3790 Smiley Rd.
- Vincent Vohnout, 3448 Trabue Rd.

Motion passed.

RES. 07-11 Restating and Establishing Eligibility Requirements For The Purchase Of Grave Lots In Wesley Chapel Cemetery

Motion by Mr. Buck, seconded by Mr. Rice, that Resolution 07-11 be adopted effective February 19, 2007. Motion passed.

ERICKSON DEVELOPMENT

As a follow up to the meeting with Erickson, Mr. Earman feels it is important that the Township receive some type of compensation to help off set the lost revenue related to the TIF provided to Erickson by the City of Hilliard. Mr. Earman stated that he feels it is important to continue to support the City of Hilliard, but, he does not support the current agreement. Mr. Rice and Mr. Buck were in agreement. Mr. Earman will continue to pursue talks with the City of Hilliard.

TIMBERBROOK HOMEOWNER'S ASSOCIATION

As a follow up to an inquiry received from Morgan Gierman, President-Elect for the Timberbrook Homeowner's Association, Mr. Buck informed the Board that Chief Garnett would be providing speed control data to Mr. Gierman. In addition, Mr. Buck and Steve Montgomery will attend an association meeting to discuss the pros/cons of installing speed bumps along the cut through route that drivers take to avoid the traffic light at Renner and Spindler roads. Lastly, the Board will need to review the Association's request to place a website link for Norwich Township on the Association's home page.

Meeting of February 19, 2007 adjourned at approximately 6:10 pm.


Mr. Larry Earman, Chairman


Jamie Miles, Fiscal Officer

RESOLUTION NO. 01-11

RESOLUTION RESTATING AND ESTABLISHING ELIGIBILITY REQUIREMENTS
FOR THE PURCHASE OF GRAVE LOTS IN WESLEY CHAPEL CEMETERY

PREAMBLE

WHEREAS, pursuant to Ohio Revised Code Section 517.06, the Board of Trustees of Norwich Township, Franklin County, Ohio (the "Board") is authorized to adopt rules and regulations for the division of cemeteries into lots, for the allotment thereof to families or individuals, and for the care, supervision and improvement thereof; and

WHEREAS, the Board, pursuant to its authority under Section 517.06, believes it is in the best interest of the Township and its residents to adopt a set of rules and regulations with respect to Wesley Chapel Cemetery (hereinafter the "Cemetery").

RESOLUTION

NOW THEREFORE, BE IT RESOLVED, by the Board upon introduction and Motion of Trustee Mr. Buck, seconded by Trustee Mr. Rice, that the following Resolution be, and hereby is, adopted:

1. Those rules and regulations contained in the informational pamphlet attached hereto and hereby made a part hereof (hereinafter the "Pamphlet") are hereby adopted as the duly enacted Rules and Regulations of the Cemetery, with the exception of the language appearing under the heading "Eligibility" on Page 2 of the Pamphlet, and the language, indicated by the number seven, appearing under the heading "Wesley Chapel Cemetery Rules and Regulations" on Page 4 of the Pamphlet.
2. The language appearing in the Pamphlet under the heading "Eligibility" is hereby stricken in its entirety and replaced by the following language which is hereby adopted as part of the duly enacted Rules and Regulations of the Cemetery:

You must be a current resident of either the incorporated or unincorporated areas of Norwich Township (hereinafter the "Township"), or have a member of your immediate family interred at Wesley Chapel Cemetery, to be eligible to purchase grave lots. For the purpose of these eligibility requirements, members of your immediate family include your spouse, children, parents, siblings, current in-laws (limited to father-in-law, mother-in-law, brother-in-law, sister-in-law and grandparents-in-law), and any current step-children, step-parents, or step-grandparents.

Notwithstanding the foregoing, the Norwich Township Board of Trustees reserves the right to grant exceptions to these eligibility requirements. In determining whether to exercise this right, the Board shall consider the following factors: (1) whether the perspective purchaser is a former resident of the Township; (2) whether the perspective purchaser is a current or former owner of a business located within the Township; (3) the duration of the perspective purchaser's residency or business ownership; (3) the amount of time, if any, that the perspective purchaser has been absent from the Township; and (4) any extraordinary ties that the perspective purchaser might have to the Township.

The purchase of grave lots in Wesley Chapel Cemetery entitles you to burial rights and landscaping under the following rules and regulations.

3. The language, indicated by the number seven, appearing under the heading "Wesley Chapel Cemetery Rules and Regulations" on Page 4 of the Pamphlet is hereby stricken in its entirety.

4. All prior Rules and Regulations with respect to the Cemetery that are in conflict with this Resolution are hereby repealed.
5. This Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in open meetings of this Board, and that all deliberations of this Board that resulted in formal actions were taken in meetings open to the public, in compliance with all legal requirements, including but not limited to, Ohio Revised Code Section 121.22, except as otherwise permitted thereby.

This Resolution shall become effective February 19, 2007.

Adopted February 19, 2007

**BOARD OF TRUSTEES, NORWICH TOWNSHIP,
FRANKLIN COUNTY, OHIO**

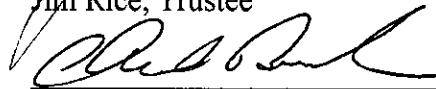
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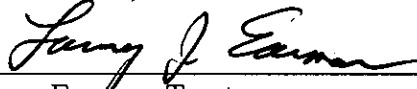
Township Fiscal Officer



Jim Rice, Trustee



Chuck Buck, Trustee



Larry Earman, Trustee



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **MARCH 5, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee – Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst Fire Chief
Steve Montgomery, Cemetery Sexton

Res. 07-12 Approval of Trustee Meeting Minutes for 1/5, 1/22, 2/5, and 2/19/07

Motion by Mr. Rice, seconded by Mr. Buck to approval the Norwich Township Trustee meeting minutes for 1/5, 1/22, 2/5, and 2/19/07. Motion passed.

TIMBERBROOK HOMEOWNER'S ASSOCIATION

On behalf of Timberbrook Homeowner's Association, President-Elect, Morgan Geirman requested the Board to attend Timberbrook's next scheduled association meeting to discuss the Board's opinion and/or recommendations for use of speed bumps as a speed control and to share any feedback regarding the development for the northwest corner of Renner and Alton-Darby roads. In response to the use of speed bumps, Hilliard Police Chief Garnett stated that he was not in favor of installing speed bumps based upon past history this type of speed control creates more problems than they resolve. In addition, the Association could contact the Hilliard Police Department to request the speed check trailer to be set up. Mr. Geirman indicated that once he was able to confirm the next scheduled association meeting, he would follow up with the Board.

HILLIARD POLICE REPORT

Chief Garnett provided the statistical report for February. In summary, HPD completed 63 house checks and received 26 Obstruction In Street calls. Chief Garnett noted that the large volume of Obstruction calls were due to the bad weather.

CEMETERY & ROADS

Steve Montgomery provided to the Board a schedule of cemetery fees and plot costs gathered from area cemeteries. In addition, he confirmed that Saturday funerals required 8-12 man hours depending upon the weather and assuming one or two funerals.

Res. 07-13 Approval of Cemetery Tree and Brush Removal

Motion by Mr. Buck, seconded by Mr. Rice, for approval of the \$9,000 proposal submitted by Ahlum & Arbor for tree and brush removal at Wesley Chapel Cemetery. Motion passed.

LAND PURCHASE/LOT SPLIT

Chief Long reported that the title company is working to resolve a couple of lien issues related to the land purchase. In addition, he is working with John Talentino of the City of Hilliard to resolve a couple of outstanding issues prior to the March 8th Planning and Zoning meeting.

EQUIPMENT DELIVERY – ENGINE AND MEDIC

Chief Long confirmed that Sutphen has delivered the new fire engine. In addition, the new medic is scheduled for final inspection and would be delivered upon completion which is expected this week.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held **4164 AVERY ROAD, HILLIARD, OHIO**
MARCH 5, 2007

RES. 07-14 Authorization For Chase Safety Deposit Box

Motion by Mr. Buck, seconded by Mr. Rice, to approve the addition and deletion of the following authorized signers to the Chase Safety Deposit Box account:

- Add: Larry Earman, Chuck Buck, Jamie Miles
- Delete: Durland Workman, Web Junk, Theresa Montgomery

Motion passed.

ERICKSON DEVELOPMENT

Mr. Earman met with Mayor Schonhardt and the City of Hilliard Finance Director to discuss how the Township would be compensated for the loss of real and personal property tax related to the Erickson TIF. According to Mr. Earman, a possible option discussed was to set aside the impact fees that the Township could generate revenue from. Mr. Earman stated that this would in no way begin to offset the millions of dollars that the Township will be losing over the life of the 30 year TIF. Mr. Earman would like the Board to consider creating a resolution that states that as a Township, the Board will oppose any and all TIFs.

JOINT SAFETY BUILDING

Mr. Earman met with Mayor Schonhardt and the City of Hilliard Finance Director to review the financial arrangements for the Joint Safety Building. According to Mr. Earman, Hilliard City Council has passed a resolution of commitment for this project and shortly they will introduce legislation to draft the lease. Mr. Earman further confirmed that interest will be charged to the City of Hilliard.

Meeting of March 5, 2007 adjourned at approximately 12:50 pm.

Handwritten signature of Larry J. Earman in cursive script.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in cursive script.

Jamie Miles, Fiscal Officer

**BOARD OF TOWNSHIP TRUSTEES
NORWICH TOWNSHIP
FRANKLIN COUNTY, OHIO
MARCH 5, 2007**

RESOLUTION NO 07-_____.

**RESOLUTION AUTHORIZING TRUSTEES AND FISCAL OFFICER AS SIGNERS OF
CHASE SAFE DEPOSIT BOX.**

NOW THEREFORE, BE IT RESOLVED, by the Board upon introduction and Motion of Trustee Mr. Jim Rice, seconded by Trustee Mr. Chuck Buck, that the following Resolution be, and hereby is, adopted:

To add the following Trustees and Fiscal Officer as authorized signers for the Chase Safe Deposit Box 00010-080051-7:

- Mr. Larry Earman
- Mr. Chuck Buck
- Mrs. Jamie Miles

Furthermore, the following authorized signers are to be removed from the account:

- Durland Workman
- Web Junk
- Theresa Montgomery

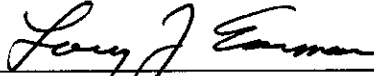
This Resolution shall become effective immediately upon its passage.

ATTEST:




Township Fiscal Officer

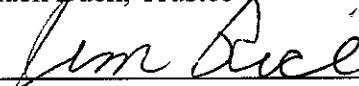
**BOARD OF TRUSTEES, NORWICH TOWNSHIP,
FRANKLIN COUNTY, OHIO**



Larry Earman, Trustee



Chuck Buck, Trustee



Jim Rice, Trustee



RECORD OF PROCEEDINGS

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

4164 AVERY ROAD, HILLIARD, OHIO

Held **MARCH 19, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**

Mr. Jim Rice, Trustee – Present

Absent - **Mr. Chuck Buck, Trustee**

Also Present - **Dave Long, Fire Chief**

Steve Montgomery, Cemetery Sexton

CEMETERY & ROADS

Steve Montgomery confirmed that the estimate for the 2007 road work is in process with the Franklin County Engineer's Office. In addition, the County could provide us better pricing for the road work to be completed on Thoburn Rd. Steve Montgomery confirmed that he would send a letter to Tom Nutini to request this work to be done.

CEMETERY FEES

Prior to any action, the Board would like to review the fees and plot costs charged by private cemeteries. Steve Montgomery will gather the information and report to the Board.

LAND PURCHASE/LOT SPLIT

Chief Long confirmed that the closing documents related to the land purchase are in process.

EQUIPMENT DELIVERY – ENGINE AND MEDIC

Chief Long confirmed that the new fire engine and medic were delivered. He expected the medic to be in service by the end of this week and the engine to be in service by the end of next week. Once the equipment is placed in service, Chief Long will review the options for the disposal of the replaced equipment with the Board.

RES. 07-15 Approval of Trash Exemption Requests

Motion by Mr. Rice, seconded by Mr. Earman, to approve the trash exemption requests for the following residents:

- Schackne, Marion, 3181 Polley Rd
- Roy, Jeff, 3545 Dublin Rd.

Motion passed.

ERICKSON DEVELOPMENT

Mr. Earman indicated that there were no new developments related to the Erickson development.

CEREMONIAL BLESSING – NEW FIRE EQUIPMENT

A ceremonial blessing lead by the Fire Chaplain will be held on Thursday, March 22nd at 11:00 am. The public is welcome to participate in the event which will be held at Fire Station 82 located on Walker Rd.

Meeting of March 19, 2007 adjourned at approximately 6:50 pm.


Mr. Larry Earman, Chairman


Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **APRIL 16, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee – Present

Also Present - **Bob Kaufman, Asst. Fire Chief**
Steve Montgomery, Cemetery Sexton

RES. 07-16 Approval of Trustee Meeting Minutes for 3/5 and 3/19/07

Motion by Mr. Rice, seconded by Mr. Buck to approval the Norwich Township Trustee meeting minutes for 3/5 and 3/19/07. Motion passed.

SANEHOLTZ RESIDENCE – 4075 DUBLIN RD.

Mr. Saneholtz, resident of 4075 Dublin Rd., requested input from the Trustees regarding an area in the center of his property facing south where snow melts and could potential be gas related. Mr. Buck advised Mr. Saneholtz to contact the Ohio Public Utilities Commission to see if there is a gas line running underground.

RES. 07-17 Approval of Cemetery Lawn Treatment

Motion by Mr. Buck, seconded by Mr. Rice to approve Deep Green Lawn Service Company to treat the lawn areas at Wesley Chapel Cemetery three times at a cost of \$4,050 per treatment. Motion passed.

RES. 07-18 Approval of Returning Seasonal Employment Wage Rate Increase

Motion by Mr. Buck, seconded by Mr. Rice to approve an increase in the hourly wage rate of returning seasonal employees to \$11.00/hour. Motion Passed.

CEMETERY & ROADS

Steve Montgomery confirmed that Ahlum & Arbor has completed the cemetery tree and brush removal. According to Steve Montgomery, the estimate for the 2007 road work is still in process with the Franklin County Engineer's Office. Mr. Buck anticipated the estimate to arrive prior to this meeting. The item will be tabled until the estimate is received from the Franklin County Engineer's Office.

RES. 07-19 Approval to Tag Overgrown Bushes/Shrubbery at Wesley Chapel Cemetery

Motion by Mr. Rice, Seconded by Mr. Buck to approve the Cemetery staff to tag all overgrown bushes and shrubs requesting the plot owners to respond. Any plot owners that have not responded after Memorial Day will result in the overgrown bushes and shrubs being pulled up. Motion Passed.

CEMETERY FEES

Steve Montgomery provided the fees and plots costs charged by private cemeteries to the Trustees. Mr. Buck would like to review the fees with a couple of area funeral directors to resolve some long term issues. Trustees will continue to review.

RES. 07-19 Approval to Accept the Resignation of Mark Slane, Firefighter



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **APRIL 16, 2007**

Motion by Mr. Rice, Seconded by Mr. Buck to accept the resignation letter submit by Mark Slane to resign from his firefighter position effective April 30, 2007. Motion Passed.

RES. 07-20 Authorizing the Closing of Real Estate Purchase Contract with the Franklin County Agricultural Society, Inc.

Motion by Mr. Buck, seconded by Mr. Rice to approve the consummation of the sale of real property of approximately 6.0 +/- acres on the terms set forth in the Contract and to authorize Jamie Miles, Township Fiscal Officer to attend the closing of the sale and to execute and deliver any such documents and take such other actions necessary in order to consummate the closing. Motion passed.

DOCUMENT IMAGING

Jamie Miles submitted a proposal from Capital City for the purchase of a document imaging system at a cost of approximately \$10,000. The imaging system would allow all Township documents to be scanned, stored, and searched. For security purposes, the system is HIPAA compliant and will be incorporated into the Township's Disaster Recovery Plan. Mr. Buck requested a plan to address how all prior year data would be incorporated into the records. Mr. Buck indicated that he hoped that the project could be absorbed internally without incurring any additional outside expense. The item was tabled for further review.

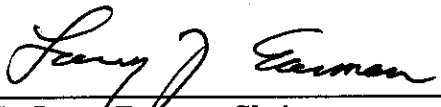
JOINT SAFETY BUILDING

Mr. Earman indicated that he had previously met with representatives from the City of Hilliard to present the cost structure and repayment agreement to the City of Hilliard for the joint safety building. In general, the construction cost and land cost are to be allocated based upon the architects estimated cost of construction and adjusted for the actual cost of completed construction. Operating expenses of the new construction area of the joint building are to be shared based upon the square footage occupied by each party and is to include the common area square footage to be shared 50%/50%. Repayment to Norwich Township by the City of Hilliard will be for a 30 year term, monthly payments at an interest factor of 4.5% per year. After 30 years, Norwich Township will lease the area to the City of Hilliard for \$1 per year.

PROPERTY OF RALPH KINLEY FRAKER

The Board of Trustee's received a letter from the Executor for the property of Ralph Kinley Fraker (Fraker's Acre) located at 4641 Schirtzinger Rd. asking if the Township would be interested in purchasing the property. Upon discussion, the Trustees determined that at this time, the Township was not interested in pursuing the offer. Mr. Earman will notify the Executor of the estate.

Meeting of April 16, 2007 adjourned at approximately 7:15 pm.


Mr. Larry Earman, Chairman


Jamie Miles, Fiscal Officer

RESOLUTION NO. 07-20

**RESOLUTION AUTHORIZING THE CLOSING OF THE REAL ESTATE PURCHASE
CONTRACT WITH THE FRANKLIN COUNTY AGRICULTURAL SOCIETY, INC.**

PREAMBLE

WHEREAS, the Norwich Township Board of Trustees (the "Board"), and the Franklin County Agricultural Society, Inc. (the "Agricultural Society") entered into a Real Estate Purchase Contract (the "Contract") dated November 7, 2006, pursuant to which the Agricultural Society is to convey certain real property consisting of approximately 6.0+/- acres (the "Property") as more fully described in the Contract to the Board upon receipt of monies;

WHEREAS, all of the conditions precedent to the consummation of that sale have been or will have been satisfied or waived; and

WHEREAS, the Board believes it is in the best interest of Norwich Township and its citizens to authorize the closing of the sale for the property described in the Contract; and

NOW THEREFORE, upon motion of Mr. Chuck Buck,
seconded by Mr. Jim Rice, BE IT RESOLVED BY THE
BOARD OF TRUSTEES OF NORWICH TOWNSHIP, FRANKLIN COUNTY, OHIO, THAT
THE FOLLOWING RESOLUTIONS BE AND THEY HEREBY ARE ADOPTED:

RESOLVED, the Norwich Township Trustees hereby approve the consummation of the sale of the Property on the terms set forth in the Contract; and

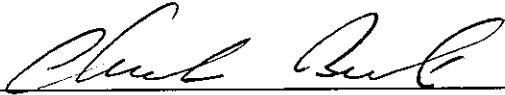
BE IT FURTHER RESOLVED, that the Board authorizes, empowers and appoints, on behalf of the Board, Jamie Miles, Township Fiscal Officer, to attend the closing of the sale and to execute and deliver any such documents (including, without limitation, affidavits, assignments, escrow agreements, closing statements, and the like), and take such other actions, as she may deem necessary or desirable in order to consummate the closing.

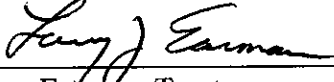
BE IT FURTHER RESOLVED, that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of the Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

This Resolution shall be in full force and effect immediately upon their adoption.

**BOARD OF TRUSTEES, NORWICH TOWNSHIP
FRANKLIN COUNTY, OHIO**

Voting Aye thereon:


Chuck Buck, Trustee


Larry Earman, Trustee


Jim Rice, Trustee

ATTEST:


Jamie Miles, Township Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of ***NORWICH TOWNSHIP BOARD OF TRUSTEES*** *Meeting*
Held ***4164 AVERY ROAD, HILLIARD, OHIO***
APRIL 30, 2007

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present

Absent - **Mr. Jim Rice, Trustee**
Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Steve Montgomery, Cemetery Sexton

RES. 07-21 Approval of 2007 Resurfacing and Crack Seal Program

Motion by Mr. Buck, seconded by Mr. Earman to approve the cost of the 2007 Resurfacing and Crack Seal Program as outlined by the Franklin County Engineer's Office. The preliminary estimates for resurfacing are \$48,944 and crack seal is \$61,807. Motion passed. Steve Montgomery noted that the Township would receive separate estimates for the chip seal for Thoburn and the additional curbs. In addition, Mr. Buck requested Steve Montgomery to follow up with the Franklin County Engineer's to request the slurry work to be completed for Timberbrook and Ridgewood.

CEMETERY & ROADS

Steve Montgomery confirmed that Ahlum & Arbor has completed the cemetery tree and brush removal with 25 man hours still remaining to be used. Mr. Buck requested that the remaining man hours be utilized to remove the wild locust trees. Steve will follow up with Ahlum & Arbor to confirm if this work is applicable.

PASTER RESIDENCE – 3762 RIDGEWOOD DR.

Mr. Earman received a call from Besty Paster, resident of 3762 Ridgewood Dr., indicating that she thinks the catch basin is clogged. Steve Montgomery will stop out to inspect.

DISABATO RESIDENCE – HAYDEN FALLS DR. (4902 DUBLIN RD.)

Mrs. Disabato called to ask for assistance in addressing the drastic increase in foot and vehicle traffic that residents of Hayden Falls are experiencing due to the opening of the City of Columbus Hayden Falls Park. Mr. Buck recommended that Mrs. Disabato contact the City of Columbus Parks & Recreation Dept. and request that they address the lack of parking at the park. In addition, Mr. Buck indicated that posting no trespassing and no parking signs could be an option, however, this could have a negative impact to the residents of Hayden Falls. Mr. Buck will follow up with Mrs. Disabato.

JOINT SAFETY BUILDING – LAND PURCHASE

Mrs. Miles confirmed that the 6 acre land purchase from the Franklin County Agricultural Society, Inc. has been completed and deed transfer has been filed with Franklin County.

RES. 07-22 Approval of Document Imaging System

Motion by Mr. Buck, seconded by Mr. Earman to approve the purchase of a document imaging system at an approximate cost of \$10,000 for use by the all departments within the Township. Motion passed.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **APRIL 30, 2007**

DISPOSAL EXCESS FIRE ENGINE & MEDIC

Chief Long confirmed that the replaced equipment could be sold absent a bidding process. He reported that the engine is not ready for disposal, however, the medic is ready for disposal and he is working to obtain a value in order to establish a selling price. The City of Hilliard has expressed an interest in the medic for use in setting up their sewer camera.

JOINT SAFETY BUILDING – TEMPORARY HOUSING

Mr. Buck requested Chief Long to pursue options for the temporary housing of Fire Station 81 staff during the construction process. Potential alternatives include Columbus Fire Station 30 or 34, Norwich Twp. Station 83, Franklin County Fairgrounds, and other area office/warehousing.

JOINT SAFETY BUILDING – DESIGN/AGREEMENT

Mr. Earman confirmed that the joint safety building architectural designs are moving along. In addition, the cost structure and repayment agreement is in process with the City of Hilliard.

EMPLOYEE HANDBOOK

Mrs. Miles confirmed that a draft copy of the employee handbook has been forwarded to the Trustees, department supervisors, and ERA counsel for review.

RECORDS RETENTION AND CELL PHONE POLICY

Chief Long confirmed that a cell phone policy has been incorporated into the new employee handbook. In addition, Loveland and Brosius will provide us with a record retention policy is once legislative guidelines are issued.

Meeting of April 30, 2007 adjourned at approximately 6:55 pm.

Handwritten signature of Larry Earman in black ink.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in black ink.

Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held **4164 AVERY ROAD, HILLIARD, OHIO**
MAY 14, 2007

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Steve Montgomery, Cemetery Sexton

CEMETERY & ROADS

Steve Montgomery confirmed that the landscape circle located at the end of Stoneybridge Lane will not be removed based upon feedback from residences. Mr. Buck confirmed that for snow removal purposes, the Road crew would pass through this circle one time per trip. Steve advised that the installation of radius curbs were currently being reviewed by the Franklin County Engineer's Office and that a listing of the streets to be slurry sealed within Timberbrook needed to be submitted to the Franklin County Engineer's Office promptly. Mr. Buck indicated that he would provide the list to the Fiscal Officer.

PASTER RESIDENCE – 3762 RIDGEWOOD DRIVE

According to Steve Montgomery, a crew from the City of Hilliard blew out the lines attached to the catch basin and all lines look clear.

HANSEN DRIVE DRAINAGE ISSUES

Mr. Buck confirmed that the drainage issues related to the work completed during 2006 by Kokosing has not been resolved. Mr. Buck stated that he is willing to do whatever is necessary to get this addressed and he will again follow up with the Franklin County Engineer's Office.

CEMETERY FEES

On behalf of the Trustees, Rick Tidd, Owner of Tidd Funeral Home, provided a listing of cemetery fees from area non-profit and for profit entities. Based upon this listing, Mr. Tidd confirmed that in general, cemetery fees were doubled for non-residents. Mr. Tidd indicated that one of the guiding factors in determining any future changes to cemetery fees would be determining if the Township would continue to operate the Cemetery as a service to residents.

PROPERTY COMPLAINTS

Mr. Earman confirmed that a number of property complaints had been forwarded onto the applicable governing bodies for review.

RES. 07-23 Approval of Replacement Fire Battalion Vehicle

Motion by Mr. Rice, seconded by Mr. Earman to approve the purchase of a Ford F250 Crew Cab at an approximate cost of \$36,897.04. Due to Mr. Buck's concern about gas costs, he voted nay. Motion passed.

RES. 07-24 Authorization of Avery Road Public Water Line Request

Motion by Mr. Buck, seconded by Mr. Earman to authorize Chief Long to submit a request to the City of Hilliard to extend an 8" public water line around the Avery Road building. Motion passed.



RECORD OF PROCEEDINGS

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

4164 AVERY ROAD, HILLIARD, OHIO

Held

MAY 14, 2007

HILLIARD POLICE REPORT

Chief Garnett provided the statistical reports for March and April. In summary, HPD completed 214 and 181 calls in March and April respectively. Chief Garnett noted that the remarkable increase in totals for March and April was largely due to the increase in the number of House Checks completed during these months. In addition, Chief Garnett confirmed that the request from the Timberbrook Homeowner's Association to set up the speed trailer had been completed.

RES. 07-25 Authorization for Easement Assignment with the Franklin County Agricultural Society

Motion by Mr. Buck, seconded by Mr. Rice, to authorize Mr. Earman on behalf of Norwich Township to execute an easement assignment located near Main Street and Avery Road with the Franklin County Agricultural Society. Motion passed.

45 ACRE DEVELOPMENT -SOUTH OF HAYDEN CREST

Trustees unanimously agreed that utilizing Hayden Crest Road as the access drive for a proposed 45 acre development situated south of Hayden Crest is not acceptable. Mr. Earman will follow up with the City of Hilliard regarding this matter.

Meeting of May 14, 2007 adjourned at approximately 12:55 pm.

Handwritten signature of Larry Earman in black ink.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in black ink.

Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **JUNE 11, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Steve Montgomery, Cemetery Sexton

RES. 07-26 Approval of Trustee Meeting Minutes for 4/16, 4/30, and 5/14/07

Motion by Mr. Rice, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for April 16, April 30, and June 14, 2007. Motion passed.

RES. 07-27 Approval of Donation to Hilliard Area 4th of July Boosters

Motion by Mr. Buck, seconded by Mr. Rice, for the approval of a \$1,500 donation to the Hilliard Area 4th of July Boosters in support of the Hilliard 4th of July Parade. The request was made in person by Jerry Baum. Motion passed.

FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT – NPDES PHASE II

Nora Hiland provided a brief summary of the District's efforts over the past years. In general, Ohio's streams have gotten better, but, there is still a lot of work to be done. Currently, the biggest pollutant is sediments. Residents can help to reduce the sediments by planting trees, shrubs, grasses, and mulch in the areas around their homes. Mrs. Hiland reported that the NPDES Phase II 5-yr permit will be ending soon. The District is in the process of applying for a NPDES Phase II Second Permit. Upon doing so, all agencies have until December 1st, 2007 to file a Notice of Intent.

HILLIARD POLICE REPORT

Chief Garnett provided the statistical report for May. In response to a request from the Timberbrook Homeowner's Association, HPD set up their speed check trailer in front of 1036 Valley Crest Drive for a duration of eight days. In summary, the speed check data provided the following:

- On average, 205 cars passed through per day.
- Minimum speed checked was 10 mph
- 85th Percentile speed checked was 24 mph
- Maximum speed checked was 34 mph

Based upon this data, Chief Garnett confirmed that 85% of cars were going at or below the speed limit.

TIMBERBROOK AREA POLICING COMPLAINT

Mr. Francis Brezny, resident of Timberbrook, addressed the Board about his, as well as, other area residents' concern about the lack of police patrolling by the Hilliard Police Dept (HPD). According to Mr. Brezny, area residents experienced two more early morning burglaries and policing services is not what it was a year ago. In response to Mr. Brezny, Chief Garnett stated that he would gather a statistical report detailing the time and frequency of police patrol in the Timberbrook area. Furthermore, Mr. Earman clarified that the Township is not paying to have a HPD patrol car assigned to Timberbrook and Ridgewood, rather, contractually the Township is paying to have 24 hour



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **JUNE 11, 2007**

availability of police service from HPD. Mr. Earman stated that the Board would continue to work with HPD to ensure proper level of service and that the Board would accept any polling data gathered by Mr. Brezny.

CEMETERY & ROADS

Steve Montgomery confirmed that the overgrown shrubs located at Wesley Chapel did not get tagged. He recommended moving forward by taking pictures of items to be removed. Mr. Earman confirmed that the Township would pursue the Timberbrook Slurry Seal project in 2008. In addition, Mr. Earman confirmed that the following requests for services were in process with the Franklin County Engineer's Office: Spur Lane tar and chip, Schirtzinger Road retaining wall, and Renner Road radius curbs.

HANSEN DRIVE DRAINAGE ISSUES

Steve Montgomery reported that he and Mark Mullenax of the Franklin County Engineer's Office repaired the sump pump drainage pipe for Mr. Hancock, resident of 4388 Hansen Court. In addition, in an effort to address the drainage issues related to the work completed during 2006 by Kokosing, Mr. Mullenax confirmed to Mr. DeWeese, resident of 4383 Hansen Court that the Franklin County Engineer's Office would completely replace Mr. DeWeese's driveway. Mr. Buck stated that the Trustees have given notice to Mr. Mullenax that the driveway is to be replaced no later than June 30, 2007.

RES. 07-28 Approval of Thoburn Road Surface Replacement Project

Motion by Mr. Rice, seconded by Mr. Buck, to authorize the completion of the Thoburn Road Surface Treatment project by the Franklin County Engineer's Office at a proposed cost of \$2,950.20. Motion passed.

RES. 07-29 Authorization to Remove Shrubbery at Wesley Chapel Cemetery

Motion by Mr. Buck, seconded by Mr. Rice, to authorize the Cemetery staff to remove the overgrown arborvitaes located around the Military Memorial and to remove all other overgrown shrubs upon taking a picture and filing it. Motion passed.

PROPERTY COMPLAINTS

Mr. Rice received a high grass/junk vehicle complaint on a Schirtzinger Road residence and requested that the Fiscal Officer forward the complaint on to the Franklin County Board of Health. Mr. Earman will follow up with Franklin County Planning and Zoning about the status of the trash hauling business complaint filed on a Smiley Road residence.

DISPOSAL EXCESS FIRE ENGINE & MEDIC

Chief Long confirmed that the excess engine is ready to be sold and could be done so absent a bidding process if sold to another governmental entity. As it relates to the excess medic, given the low resale value of \$7k - \$12k, the Board would like to further pursue a possible trade agreement with the City of Hilliard for this unit.

RES. 07-30 Authorization to Negotiate Sale of Excess Fire Engine

Motion by Mr. Buck, seconded by Mr. Rice, to authorize Fire Chief Long to negotiate the sale of the excess fire engine for a minimum price of \$20,000. Motion passed.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **JUNE 11, 2007**

JOINT SAFETY BUILDING – TEMPORARY HOUSING

Chief Long provided a report of possible temporary housing options. Based upon the recommendation from the Board to pursue relocating Fire Station 81 operations to Fire Station 83, Chief Long is close to completing a plan that will accommodate all staff.

HILLIARD DAVIDSON FOOTBALL PLAQUE

Mr. Earman confirmed that plans are moving forward with the joint venture between the Touchdown Club and Norwich Township to create a plaque in recognition of Hilliard Davidson's football team.

RES. 07-31 Agreement Not to Oppose Jerman Estate Annexation

Motion by Mr. Rice, seconded by Mr. Buck, that the Board of Trustees not oppose the Petition for Annexation of the Evelyn Jerman Estate to the City of Hilliard. Motion passed.

RES. 07-32 Executive Session – Personnel Matters

Motion by Mr. Buck, seconded by Mr. Earman, to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(5) for matters required to be kept confidential by federal law or regulations or state statutes. Roll call vote was taken with all members voting yea. Motion passed. Meeting adjourned at 1:24 pm.

Meeting of June 11, 2007 adjourned at approximately 1:24 pm.

Handwritten signature of Larry Earman in black ink.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in black ink.

Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **JUNE 25, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Steve Montgomery, Cemetery Sexton

SERVICE AWARDS

On behalf of the Township, Chief Long recognized firefighters Brian Beach, Tim Wine, and Adam Helser for their completion of one year of service.

CEMETERY & ROADS

Mr. Buck requested Steve Montgomery to follow up on the request submitted to the Franklin County Engineer's office for the estimate to construct a retaining wall along Schirtzinger Road. In addition, Mr. Buck will follow up with the Franklin County Engineer's to verify that Mr. Deweese's driveway is replaced by June 30, 2007.

TIMBERBROOK HOMEOWNER'S ASSOCIATION

In response to a letter dated June 22, 2007 from the Timberbrook Homeowner's Association, Mr. Earman asked Township counsel to review the legalities of implementing a solicitation permit for door to door salespeople in the Township.

JOINT SAFETY BUILDING – TEMPORARY HOUSING

As instructed by the Board of Trustees, Chief Long has put in place a plan to temporarily relocate administrative operations to Station 83 located on Davidson Road. In addition, the plan calls for relocating fire response staff to grounds located at the City of Hilliard. This plan includes securing temporary living quarters for the fire response staff.

RES. 07-33 Approval for Donation of Excess Medic to the City of Hilliard

Motion by Mr. Rice, seconded by Mr. Buck, for the approval to donate the excess medic to the City of Hilliard in exchange for housing the fire engine and medic during the construction of the joint safety complex. Motion passed.

RES. 07-34 Approval of Spur Road Surface Treatment Project

Motion by Mr. Buck, seconded by Mr. Rice, to authorize the completion of the Spur Road Surface Treatment project by the Franklin County Engineer's Office at a proposed cost of \$1,221.00. Motion passed.

RES. 07-35 Authorization for Trailer Quote

Motion by Mr. Rice, seconded by Mr. Buck, to authorize the Road Superintendant to obtain quotes for the purchase of a trailer to transport the backhoe in addition to other heavy equipment. Motion passed.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **JUNE 25, 2007**

RES. 07-36 To Approve and Adopt Joint Construction and Management Agreement with City of Hilliard

Motion by Mr. Buck, seconded by Mr. Rice, to approve the Joint Construction and Management Agreement with the City of Hilliard. Motion passed.

RES. 07-37 Approval of Hilliard Davidson and Darby Program Ad

Motion by Mr. Rice, seconded by Mr. Buck, for the approval to place a Township ad in the Hilliard Davidson and Darby fall sports programs being published by Royal Publishing at a cost of \$395.00. Motion Passed.

RES. 07-38 Approval of Fire Station 81 Tree Trimming Project

Motion by Mr. Buck, seconded by Mr. Rice, to authorize Ahlum and Arbor to trim the trees located around Fire Station 81 at a cost of \$600. Motion passed.

RES. 07-39 Approval of Trustee Meeting Minutes for 6/11/07

Motion by Mr. Rice, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for June 11, 2007. Motion passed.

Meeting of June 25, 2007 adjourned at approximately 7:15 pm.

Handwritten signature of Larry J. Earman in black ink.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in black ink.

Jamie Miles, Fiscal Officer

RESOLUTION NO. 07-36

**RESOLUTION TO APPROVE AND ADOPT JOINT CONSTRUCTION
AND
MANAGEMENT AGREEMENT**

PREAMBLE

WHEREAS, the Board of Trustees of Norwich Township, Franklin County, Ohio has the authority pursuant to Ohio Revised Code Section 715.02 to enter into an agreement for the joint construction or management of any public improvement; and

WHEREAS, the Board of Trustees of Norwich Township and the Council of the City of Hilliard desire to cooperate with each other in providing a combined facility at a common site, which will allow Norwich Township and the City of Hilliard to service the current and future needs of their respective jurisdictions more efficiently than can be accomplished individually as they relate to fire and police services, communications facilities and administrative operations; and

WHEREAS, it is in the best interests of the Township and its residents to proceed under Section 715.02 to enter into an agreement with the City of Hilliard for the joint construction or management of facilities to enable Norwich Township to provide quality service for the benefit and protection of all Township residents;

NOW THEREFORE, upon motion of MR. BUCK, seconded by MR. RICE, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF NORWICH TOWNSHIP, FRANKLIN COUNTY, OHIO, (HEREINAFTER THE "BOARD") THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:

RESOLVED, that pursuant to Ohio Revised Code Section 715.02, the Board hereby approves and adopts the Joint Construction and Management Agreement, a copy of which is attached to this Resolution; and


FURTHER RESOLVED, that the Board hereby authorizes, empowers and appoints, on behalf of the Board, Larry Earman, to execute the Joint Construction and Management Agreement.

This Resolution shall take effect and be in force from and after the 25th day of June 2007

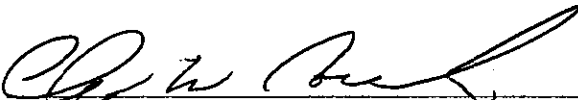
ADOPTED: June 25, 2007

**NORWICH TOWNSHIP
BOARD OF TRUSTEES**

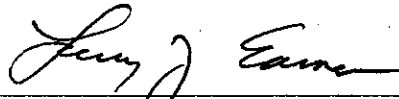
ATTEST:



Jamie Miles, Township Fiscal Officer



Charles Buck, Trustee



Larry Earman, Trustee



Jim Rice, Trustee



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held **4164 AVERY ROAD, HILLIARD, OHIO**
JULY 9, 2007

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee – Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst Fire Chief
Steve Montgomery, Cemetery Sexton

TIMBERBROOK HOMEOWNER'S ASSOCIATION

On behalf of the Timberbrook Homeowner's Association, Morgan Geirman asked the Board to address Timberbrook residents' request to adopt a solicitation permit policy. Mr. Earman indicated that he was concerned that adopting such a policy would not necessarily resolve the solicitation issue; however, the Board would continue to review the request.

HILLIARD POLICE REPORT

Chief Garnett provided the statistical report for June. In summary, HPD responded to approximately a 100 calls more in June than in May. Chief Garnett noted that there were 55 traffic violations which was two times the norm.

TIMBERBROOK AREA POLICING

As a follow up to the discussions during the June 11th meeting, Chief Garnett reviewed the cruiser activity for May. In summary, HPD responded to 20 calls in Timberbrook and 140 calls in the other Township areas. While the total hours spent within Timberbrook was a little less than he would like to see, Chief Garnett felt that the data indicated that there was sufficient districting within Timberbrook throughout the day.

JOINT SAFETY BUILDING – TEMPORARY HOUSING

Chief Long reported that the temporary offices at Station 83 would be completed this week. Staff is continuing to work on packing and moving items to Station 83.

JOINT SAFETY BUILDING – CONSTRUCTION MANAGER

The Board is in support of hiring a part-time Construction Manager for the purpose of managing the Joint Safety Building project in its duration. Mr. Buck stated that the hiring of this position does not negate the Trustees' responsibility, but, it would be a means to ensure that someone is overseeing the day to day operations. Mr. Rice stated that the qualified individual must be very knowledgeable; and without disrupting progress must be able to push the project along. The Board will consider it for further review.

CEMETERY & ROADS

Steve Montgomery has requested the Franklin County Engineers to reschedule the Ridgewood slurry seal project to July 17th so as to avoid any interruption of trash service. In addition, he is still awaiting word from Franklin County on the Timberbrook radius curb project and the Schirtzinger Road retaining wall project.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **JULY 9, 2007**

RES. 07-40 Authorization of Trailer Lease Agreement

Motion by Mr. Buck, seconded by Mr. Rice, to authorize the Township to enter into a leasing agreement with Modular Building Systems for a trailer to temporarily house fire personnel for the duration of the construction of the joint safety building. Motion passed.

RES. 07-41 Approval to Refurbish Temporary Housing Trailer

Motion by Mr. Buck, seconded by Mr. Rice, to approve the costs to prepare the temporary housing trailer for use by fire personnel. Motion passed.

RES. 07-42 Approval to Purchase New Eager Beaver 19' Trailer

Motion by Mr. Buck, seconded by Mr. Rice to approve the purchase of a 19' Eager Beaver Trailer from Southeastern Equipment Co., Inc. to be used for the transportation of Cemetery/Road equipment. Approximate cost is \$11,340.00. Motion passed.

RES. 07-43 Approval of the 2008 Township Budget

Motion by Mr. Rice, seconded by Mr. Buck to approve the 2008 Township Tax Budget for the Franklin County Budget Commission. Motion passed.

RES. 07-44 Appointment of Records Retention Committee

Motion by Mr. Rice, seconded by Mr. Buck to appoint the Chairman of the Board of Trustees, Fiscal Officer, and Fire Chief or his designee to the Records Retention Committee. Motion passed.

RES. 07-45 Authorization to Advertise for Bids for the Joint Safety Building

Motion by Mr. Buck, seconded by Mr. Rice to authorize the advertisement of bids for the construction of the Joint Safety Building. Motion passed.

RES. 07-46 Appreciation of Participation in Hilliard 4th of July Celebration

Motion by Mr. Buck, seconded by Mr. Earman, for appreciation of Township staff, firefighters, Honor Guard and Pipe & Drums who volunteered for the Hilliard 4th of July activities. Motion passed.

RES. 07-47 Executive Session – Personnel Matters

Motion by Mr. Earman, seconded by Mr. Buck, to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(5) for matters required to be kept confidential by federal law or regulations or state statutes. Roll call vote was taken with all members voting yea. Motion passed.

Meeting of July 9, 2007 adjourned at approximately 2:05 pm.

Handwritten signature of Mr. Larry Earman in cursive script.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in cursive script.

Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

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

4164 AVERY ROAD, HILLIARD, OHIO

Held ***JULY 23, 2007***

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Mike Johnson, Roads/Cemetery Dept.

GOOD SAMARITAN RECOGNITION

On behalf of Norwich Township, Chief Long recognized resident Mike Kelleher for his efforts in performing life saving CPR to another resident who was experiencing a heart attack while on a walk on March 13, 2007. In addition Chief Long commended the efforts of the EMS unit who responded. The collaborative efforts truly saved a residents' life.

PUBLIC PARTICIPATION

A Ridgewood resident addressed the Board about his concerns for how the joint safety building would be funded adding that residents do not want to pay anymore taxes. Mr. Earman confirmed that the building would be funded with current township investments thanks to the efforts of our prior trustees, no bonds would be issued nor does he expect any fire levies in the near future. Mr. Rice noted that the last fire levy taken to the voters was back in 1997 or 1998.

DISPOSAL EXCESS FIRE ENGINE

Chief Long reported that Lt. Weaston was following up on a couple of potential buyers for the excess fire engine.

JOINT SAFETY BUILDING – TEMPORARY HOUSING

Chief Long reported that preparing for the move to temporary housing was well under way and he expected to begin moving some staff by the end of the month. Mr. Rice asked about the status of the communication move. Chief Long stated that AT&T was very aware of the deadlines and they were working to meet these deadlines. Mr. Buck noted that he was very appreciative of the staffs' efforts in building the temporary offices at Station 83.

CEMETERY & ROADS

Mike Johnson confirmed that the slurry seal was in progress with only Ravenwood and Rockford Drive left to be completed. In addition, Mike confirmed that the new trailer had been delivered and he is working to get the truck wired to utilize the electrical braking capacity of trailer. Lastly, Mike received a request from a resident for an above ground two person mausoleum. Due to the dynamics involved with this type of burial, the Board unanimously agreed that they were against this type of burial.

HANSEN DRIVE DRAINAGE ISSUES

Mr. Buck confirmed that the Franklin County Engineer's Office had completed the driveway replacement for Mr. DeWeese, resident of 4383 Hansen Court this past Friday.

JOINT SAFETY BUILDING



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **JULY 23, 2007**

As a progress follow up, Mr. Earman confirmed the following items:

- Pre-Bid Conference - Friday, July 27, 2007
- Bid Opening - Thursday, August 9, 2007

Both events are open to the public and will take place at 2:00 p.m. at 4164 Avery Road. In other matters, Mr. Buck confirmed that he and Mrs. Miles were working with the Township's agent to ensure adequate insurance coverage is secured in moving forward with the building process.

EMPLOYEE HANDBOOK

Mrs. Miles confirmed that the proposed employee handbook was being reviewed by legal counsel. Once the review is completed, Mr. Buck stated that the Board would need to review changes to the document prior to adopting it.

RES. 07-48 Authorization to Designate JPMorgan Chase as Depositor of Funds

Motion by Mr. Rice, seconded by Mr. Earman, to authorize JPMorgan Chase as depository for active, interim, and/or inactive funds belonging to Norwich Township for the period of August 23, 2007 through August 22, 2012. Motion passed.

Meeting of July 23, 2007 adjourned at approximately 7:10 p.m.

Handwritten signature of Larry Earman in black ink.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in black ink.

Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of ***NORWICH TOWNSHIP BOARD OF TRUSTEES*** *Meeting*
Held ***4164 AVERY ROAD, HILLIARD, OHIO***
AUGUST 6, 2007

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Jim Rice, Trustee - Present

Mr. Chuck Buck, Trustee – Absent

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Mike Johnson, Roads/Cemetery Dept.

DISPOSAL EXCESS FIRE ENGINE

Chief Long reported that Lt. Weaston was continuing to pursue leads on potential buyers for the excess fire engine.

JOINT SAFETY BUILDING – TEMPORARY HOUSING

Chief Long reported that the Fire Prevention Bureau is in the process of moving to Station 83. All other staff is expected to be moved by October 1.

FEMA GRANT AWARD

Chief Long reported that the Department has been awarded a \$57,000 FEMA grant for the purchase of rescue and auto extrication equipment. Chief Long and Mr. Earman recognized the collaborative efforts of Firefighter Clayton Crow and Captain Vincent Papa in receiving the grant.

CEMETERY & ROADS

Mike Johnson shared with the Board that he was notified by the Wesley Chapel Church owners that they would be replacing the slate roof on the church. The owners wanted the Board to be aware that they may need to place scaffolding on the Cemetery property in order to replace the roof.

JOHNSON RECOGNITION LETTER

Mr. Earman shared with the Board a recognition letter received on behalf of Mike Johnson from Barbara Jacobs, a visitor to Wesley Chapel Cemetery. Mrs. Jacobs was appreciative of Mike's friendliness and genuine helpfulness. She made a \$25 donation in Mike's name for cemetery maintenance. On behalf of the Board, Mr. Earman commended Mike's efforts.

JOINT SAFETY BUILDING

Mr. Earman confirmed that the Pre-Bid conference went well. The Bid Opening has been re-scheduled for Thursday, August 16, 2007. Mr. Earman expected a special meeting to be called the week of August 20th for the Bid Award. Chief Long confirmed that the lease agreement was still under review by the City of Hilliard. Mr. Earman noted that the Board expected to have this agreement long before now and requested that Chief Long follow up with our legal counsel for the status of the agreement.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **AUGUST 6, 2007**

JOINT SAFETY BUILDING – WATER MAIN REQUEST

Chief Long reported that he had just received word that the City of Columbus has denied the request for a public water main, therefore, an 8' tap line will have to be run. The impact of this change could increase the construction costs by \$150,000 to \$200,000. Chief Long will be following up with the City of Columbus immediately.

MEADOW WOOD DRAINAGE ISSUES

Donald Carpenter, resident of 6195 Meadow Wood Lane, addressed the Board about his drainage problems at the street. According to Mr. Carpenter, as storm water is carried through tiled properties it back ups on his property and his neighbors property because their yards are higher than the connecting tiled property. Mike Johnson indicated that to correct the problem both sides of Meadow Wood would need to be re-graded, however, the Township does not have the equipment to complete this project and it would be quite costly. Mr. Earman stated that someone would be out to review the matter; however, there was not a lot of hope for resolution.

RES. 07-49 Approval of Trustee Meeting Minutes for 6/25 and 7/23/07

Motion by Mr. Rice, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for June 25 and July 23, 2007. Motion passed.

RES. 07-50 Authorization to Purchase Cemetery Excavator Not to Exceed \$33,000

Motion by Mr. Earman, seconded by Mr. Rice, to authorize the purchase of a small excavator to be used for digging graves through rock not to exceed \$33,000. Motion passed.

RES. 07-51 Approval of Website Designer Hamrick Creative

Motion by Mr. Rice, seconded by Mr. Earman, to approve hiring Hamrick Creative web designers to redesign and update the Township's website at a cost of \$2,750. Motion passed.

Meeting of August 6, 2007 adjourned at approximately 12:35 p.m.

Handwritten signature of Mr. Larry Earman in cursive script.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in cursive script.

Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **AUGUST 16, 2007**

The meeting was called to order at 2:00 pm by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee – Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Donald Brosius, Norwich Township Legal Counsel
Rodney Garnet – Hilliard Police Chief
Pam DeDent – Hilliard Law Director
James Mitchell – Meacham & Apel

JOINT SAFETY BUILDING – BID OPENING


The Bids were opened by Jamie Miles, Fiscal Officer and read by James Mitchell who verified that the bid document addendum's were acknowledged and that the bid bond was included.

Attached is a listing of the bids received as prepared by Mr. Earman, showing the lowest bidders for the base bid cost of \$9,396,920 which is 10.14% greater than the architect's estimate of \$8,532,000.

Meeting of August 16, 2007 adjourned at approximately 3:00 pm.



Mr. Larry Earman, Chairman



Jamie Miles, Fiscal Officer

**NORWICH TOWNSHIP
JOINT SAFETY BUILDING
BIDS OPENED AUGUST 16, 2007**

| | | | | Alternates | | | | | | | | |
|-----------------------------|------------------|-------------------------------|----------------------|-----------------|-----------------|--------------|---------------|----------------------|----------------------|----------------------|----------------------|------------------|
| | Low Bidder | Option 1 Separate Prime | Option 2 Combined | Roof A-1 | Car Port A-2 | Floor A-3 | Trench P-1 | RTU1 Emerg H-1 | DECS Metro E-1 | DECS BL CK E-2 | RTU1 Emerg E-3 | Lightning E-4 |
| General | | | | | | | | | | | | |
| Tuttle | 5,898,000 | 5,898,000 | | 233,800 | 37,600 | 40,800 | | | | | | |
| Charter Hill | | 6,095,000 | | 400,000 | 39,500 | 43,000 | | | | | | |
| Altman | | 6,291,000 | | 315,000 | 35,000 | 63,000 | | | | | | |
| Thomas & Marker | | 6,536,700 | | 309,700 | 43,000 | 57,300 | | | | | | |
| Elford | | 6,558,100 | | 289,000 | 33,900 | 71,300 | | | | | | |
| Fire Protection | | | | | | | | | | | | |
| Dalmatian Fire | 136,120 | 136,120 | | | | | | | | | | |
| Commune! | | 169,300 | | | | | | | | | | |
| TP Mechanical | | 227,474 | | | | | | | | | | |
| Plumbing and or HVAC | | | | | | | | | | | | |
| Fox Mechanical | 533,000 | 533,000 | | | | | 12,930 | | | | | |
| Radico | | 564,500 | | | | | 6,700 | | | | | |
| Crawford Mechanical | | 594,400 | | | | | 19,600 | | | | | |
| Aggressive Mechanical | | 595,000 | | | | | 20,000 | | | | | |
| TP Mechanical | | 632,800 | | | | | 33,200 | | | | | |
| General Temp. Control | 1,281,000 | 1,281,000 | | | | | | 0 | | | | |
| TP Mechanical | | 1,427,000 | | | | | | 500 | | | | |
| Radico (P & HVAC) | | | 2,096,000 | | | | 6,700 | 0 | | | | |
| TP Mechanical (P Fire HVAC) | | | 2,194,400 | | | | 33,200 | 500 | | | | |
| Electrical | | | | | | | | | | | | |
| Converse | 1,548,800 | 1,548,800 | | | | | | | (39,140) | | 34,650 | 17,000 |
| Royal Electric | | 1,675,000 | | | | | | | (39,000) | | 39,140 | 21,500 |
| Setter Muter | | 1,763,000 | | | | | | | (39,140) | (18,000) | 40,865 | 18,686 |
| Accurate | | 1,782,937 | | | | | | | (39,140) | | 40,021 | 19,630 |
| Roberts Electric | | 1,940,000 | | | | | | | (35,000) | | 38,500 | 21,000 |
| Claypool | | 2,500,000 | | | | | | | | | 43,500 | 20,375 |
| | <u>9,396,920</u> | | | | | | | | | | | |
| | Estimate | Low Bid | Over (Under) | % Difference | | | | | | | | |
| General | 5,247,890 | 5,898,000 | 650,110 | 12.39% | | | | | | | | |
| Fire Protection | 163,790 | 136,120 | (27,670) | -16.89% | | | | | | | | |
| Plumbing | 394,220 | 533,000 | 138,780 | 35.20% | | | | | | | | |
| HVAC | 1,400,000 | 1,281,000 | (119,000) | -8.50% | | | | | | | | |
| Electrical | 1,326,100 | 1,548,800 | 222,700 | 16.79% | | | | | | | | |
| Total | 8,532,000 | 9,396,920 | 864,920 | 10.14% | | | | | | | | |



RECORD OF PROCEEDINGS

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

4164 AVERY ROAD, HILLIARD, OHIO

Held **AUGUST 20, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Jim Rice, Trustee - Present
Mr. Chuck Buck, Trustee – Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Steve Montgomery, Roads/Cemetery Dept.
Mike Johnson, Roads/Cemetery Dept.

SERVICE AWARDS

On behalf of the Township, Chief Long recognized firefighter Matt Tackett for his completion of one year of service and Dave Baird for his completion of five years of service.

CEMETERY & ROADS

Mike Johnson confirmed that the mill work within the Township had been completed and the related blacktopping would be done this week with weather permitting. During Wednesdays' storm a crab apple tree fell causing damage to a headstone. Modlich Monument is preparing a quote for repair/replacement of the headstone. In other matters, Mr. Buck confirmed with Mark Mullenax that the Franklin County Engineer's office is still withholding a \$70,000 retainage fee from Kokosing for the Hansen Drive curb work that is still be completed.

JOINT SAFETY BUILDING – BID OPENING REPORT

Mr. Earman confirmed that construction bids were substantial greater than the architects estimates. On Thursday, the Board of Trustees will be meeting with the architects to discuss cutting project costs and/or accepting the increased costs. In other related items, Mr. Earman reported that the lease agreement with the City of Hilliard was in progress.

EMPLOYEE HANDBOOK

Mr. Buck requested that the Township review and rewrite the current drug and alcohol policy and that the policy be included in the new employee handbook. In addition, he requested that the new policy and procedure ties with the fire union contract.

RES. 07-52 Approval of Trustee Meeting Minutes for 7/9 and 8/6/07

Motion by Mr. Rice, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for July 9 and August 6, 2007. Motion passed.

RES. 07-53 Approval to Hire Three Firefighters Personnel

Motion by Mr. Buck, seconded by Mr. Rice, to approve the hiring of firefighters Harrison Curtis, Heith Good, and Jonathan Spryn at the first year firefighter annual salary. Motion passed.

RES. 07-54 Authorization to Increase Appropriation for John Deere Purchase

Motion by Mr. Buck, seconded by Mr. Rice, to authorize an increase in the Cemetery appropriation for the purchase of a John Deere 27D Compact Excavator at a purchase price of \$32,411.61. Delivery is to take place within five weeks of order or purchase is null and void. Motion passed.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **AUGUST 20, 2007**

RES. 07-55 Authorization to Create a Part Time Construction Manager Position

Motion by Mr. Rice, seconded by Mr. Buck, to authorization the creation of a part time Construction Manager position to oversee the Joint Safety Building project. Motion passed.

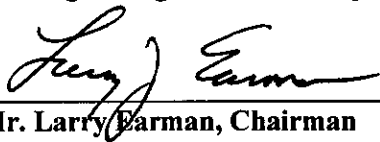
RES. 07-56 Approval to Hire Construction Manager

Motion by Mr. Buck, seconded by Mr. Rice, to approve the hiring of Harry McDermitt as Construction Manager for the Joint Safety Building project at a rate of \$50 per hour. Motion passed.

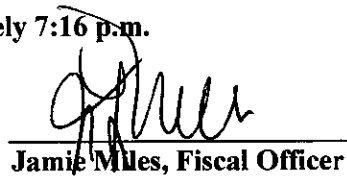
RES. 07-57 Approval of Special Meeting on August 23, 2007

Motion by Mr. Rice, seconded by Mr. Buck, to approve a special, public session meeting for August 23, 2007 at 8:00 am for the purpose of reviewing Meacham and Apel's report on the Joint Safety Building bids. Motion passed.

Meeting of August 20, 2007 adjourned at approximately 7:16 p.m.



Mr. Larry Farman, Chairman



Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of ***NORWICH TOWNSHIP BOARD OF TRUSTEES*** *Meeting*
Held ***4164 AVERY ROAD, HILLIARD, OHIO***
AUGUST 23, 2007

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Jim Rice, Trustee - Present
Mr. Chuck Buck, Trustee – Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Dick McDermitt, Construction Manager

JOINT SAFETY BUILDING – BID OPENING REPORT & DISCUSSION

Jim Mitchell of Meacham & Apel provided the following summary related to the bid openings:

- Total project construction bids came in at \$9.7 million, approximately more than projected \$8.5 million cost.
- Masonry and steel prices did not match up due to vast fluctuation in the market
- Plumbing bids came in high because of fluctuation in copper prices. There are a lot of sanitary lines causing escalated costs
- Need to review potential cost savings items
- Eliminate items that are not cost essential

Mr. Mitchell provided a listing by contract type of potential cost savings. In reviewing this list, Norwich Township Trustees identified the following as change items, however, all potential cost savings would be further reviewed for discussion:

1. Electrical - make previous E-1 Alternate DECS system (Metroplex) base bid. Potential cost savings of \$39,140
2. Electrical - allow "MC" flexible conduit for all non-life safety branch circuits. Potential cost savings of \$65,000
3. Electrical – allow plenum rated open wiring instead of conduit wiring for the fire alarm system. Potential cost savings of \$6,500
4. Electrical – allow aluminum conductors for all 150 amp or larger feeders and service entrance conductors. Potential cost savings of \$83,000

Hilliard City Mayor, Don Schoenhardt requested an opportunity to review the situation with Hilliard City Council. Norwich Township Trustees will further review all potential cost savings.

RES. 07-61 Approval of Special Meeting on August 28, 2007

Motion by Mr. Buck, seconded by Mr. Rice, to approve a special, public session meeting for August 28, 2007 at 1:00 pm for the purpose of reviewing architectural costs for the Joint Safety Building. Motion passed.

Meeting of August 23, 2007 adjourned at approximately 9:17 a.m.



Mr. Larry Earman, Chairman



Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **AUGUST 28, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Jim Rice, Trustee - Present
Mr. Chuck Buck, Trustee – Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Dick McDermitt, Construction Manager

JOINT SAFETY BUILDING – BID REPORT & DISCUSSION

In summary, the Norwich Township Trustees have reviewed the potential cost savings. According to Mr. Earman the following electrical changes would be considered otherwise there would be no additional changes to the building. In response to the listing of potential cost savings prepared by Meacham and Apel, the Trustees agreed as follows:

- Architectural Items: No changes
- General Site and Building Items: No changes
- Firing Range: No changes
- Plumbing, HVAC Items: No changes
- Electrical Items:
 1. Change - make previous E-1 Alternate DECS system (Metroplex) base bid
 2. Change – allow “MC” flexible conduit for all non-life safety branch circuits
 3. Change - allow plenum rated open wiring instead of conduit wiring for the fire alarm system.
 4. Change - allow aluminum conductors for all 150 amp or larger feeders and service entrance conductors. Potential cost savings of \$83,000

Mayor Don Schoenhardt was in support of the changes. Based upon the above, the Board of Trustees moved to rebid the Joint Safety Building project

RES. 07-59 Approval to Re-bid the Norwich Township Joint Safety Building

Motion by Mr. Rice, seconded by Mr. Buck, to approve to re-bid the Norwich Township Joint Safety Building at a project cost of \$9,239,420. Motion passed.

RES. 07-60 Approval of Special Meeting on September 18, 2007

Motion by Mr. Rice, seconded by Mr. Buck, to approve a special, public session meeting for September 18, 2007 at 2:00 pm for the purpose of the Joint Safety Building Bid Opening. Motion passed.

Meeting of August 28, 2007 adjourned at approximately 1:30 p.m.

Mr. Larry Earman, Chairman

Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **SEPTEMBER 17, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee – Present

Mr. Jim Rice, Trustee - Absent

Also Present - **Dave Long, Fire Chief**
Steve Montgomery, Roads/Cemetery Dept.

PUBLIC PARTICIPATION

A Davidson Road resident addressed the Board about the continued noise and dust nuisance issues from the motor cross track located on the Weethee property. The resident asked the Board to consider adopting its own zoning commission. Mr. Earman stated that it would be too cumbersome and not practical for the Township to adopt a zoning commission. The best thing that could be done is to work through Franklin County to file the complaint. Mr. Earman will write a letter to Franklin County.

DISPOSAL EXCESS FIRE ENGINE

Chief Long reported that Lt. Weaston was continuing to pursue leads on potential buyers for the excess fire engine. Lack of financing has been a problem for a couple of potential buyers.

JOINT SAFETY BUILDING – TEMPORARY HOUSING

Chief Long reported that all administrative staffing has been moved to Station 83 and the phone and computer lines would be transferred tomorrow. In addition, the trailer has been set and the fire unit staffing is expected to move by the end of the month.

CEMETERY & ROADS

Mr. Montgomery reported that the Franklin County Engineer's would be completing the Thoburn Road project this week and the Spur Lane project is still to be completed. All other 2007 roadwork has been completed. Mr. Montgomery is still awaiting an estimate from the Franklin County Engineer's for the Schirtzinger Road retaining wall project and he is still awaiting a ruling from them on the Timberbrook radius curb project. Lastly, Mr. Montgomery confirmed that the hydraulic hammer would be delivered on Wednesday. In other matters, Mr. Buck reported that per a conversation with Jamie Tickle of the Franklin County Engineer's office, all Hansen Court warranty items would be done the week of October 1st.

HILLIARD POLICE REPORT

Chief Garnett provided the statistical reports for July and August. Chief Garnett reported that for July a total of 237 calls were taken, there were no burglaries, and five OVIs were issued. For August a total of 222 calls were taken, there were three burglaries, and three OVIs were issued. As a follow up to the motor cross issue brought before the Board by a Davidson Road resident, Chief Garnett stated that HPD could take a decibel reading and report back to the Board.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **SEPTEMBER 17, 2007**

FISCAL OFFICE – PAYROLL PROVIDER

Mrs. Miles reported that the Fiscal Office has been pursuing options for other payroll providers due to unacceptable customer service, processing errors, and increased costs experienced with the current provider. Upon review of the potential options, Mrs. Miles reported that the Fiscal Office has decided to change payroll providers to Paychex. Mr. Earman recommended that the change not be made until after the fourth quarter of 2007.

EMPLOYEE HANDBOOK

Mr. Buck recommended to table further work on the proposed employee handbook until after the first of next year. Mr. Buck stated that the proposed handbook encompassed a number of changes that new leadership would be responsible for and he felt that given the importance of the handbook it would be in the best interest of the Board to table the matter until after the current election.

BIA – DARBY ACCORD PLAN

Mr. Buck presented the letter received from The Building Industry Association of Central Ohio (BIA) regarding the Darby Accord Plan. According to the letter, the BIA is unhappy with the Accord Plan and is asking the Trustees to support a better plan than is currently being proposed. Mr. Buck feels that the lesson people need to take is that there are consequences for the action taken by the Accord people who have disregarded township opposition.

RES. 07-58 Approval of a Lease Agreement with the City of Hilliard and Authorizing Its Execution

Motion by Mr. Buck, seconded by Mr. Earman, to approve a lease agreement with the City of Hilliard and authorizing its execution for the Norwich Township Joint Safety Services Building. Motion passed.

RES. 07-65 Approval of Accept the Amounts & Rates Authorizing the Necessary Tax Levies

Motion by Mr. Buck, seconded by Mr. Earman, for approval to accept the amounts and rates authorizing the necessary tax levies as provided by the Franklin County Budget Commission. Motion passed.

RES. 07-66 Executive Session – Personnel Matters

Motion by Mr. Buck, seconded by Mr. Earman, to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(5) for matters required to be kept confidential by federal law or regulations or state statutes. Roll call vote was taken with all members voting yea. Motion passed.

Meeting of September 17, 2007 adjourned at approximately 7:45 p.m.

Handwritten signature of Larry J. Earman in cursive script.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in cursive script.

Jamie Miles, Fiscal Officer

RESOLUTION NO. 07-58

**RESOLUTION APPROVING A LEASE AGREEMENT WITH
THE CITY OF HILLIARD AND AUTHORIZING ITS EXECUTION**

PREAMBLE

WHEREAS, on June 25, 2007, the Board of Trustees of Norwich Township and the Council of the City of Hilliard, desiring to cooperate with each other in providing a combined facility at a common site, which will allow Norwich Township and the City of Hilliard to service the current and future needs of their respective jurisdictions more efficiently than can be accomplished individually as they relate to fire and police services, communications facilities and administrative operations, entered into a Joint Construction and Management Agreement (the "Agreement") pursuant to Ohio Revised Code Section 715.02; and

WHEREAS, the Agreement provided, in part, for by the Township and City to enter into a lease agreement (the "Lease") for a term of at least thirty (30) years and upon such other terms mutually satisfactory to both the Township and City, under which Lease the City would pay its allocated portion of the cost of the joint project in the manner and at the times set forth in the Lease; and

WHEREAS, it is in the best interests of the Township and its residents to approve, enter into and authorize the execution of the Lease in order to accomplish the goals and objectives of the Agreement, all for the benefit and general welfare of all Township residents;

NOW THEREFORE, upon motion of CHARLES BUCK, seconded by LARRY EARMAN, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF NORWICH TOWNSHIP, FRANKLIN COUNTY, OHIO, (HEREINAFTER THE "BOARD") THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:

SECTION 1. The Board hereby adopts and approves the form of the Lease attached hereto as Exhibit A and incorporated herein by this reference, together with such changes therein and amendments thereto not inconsistent with either this Resolution or the Agreement and not adverse to the Township and which shall be approved by Larry Earman, Chairman of the Board of Trustees.


SECTION 2. The Board hereby authorizes, empowers and appoints, on behalf of the Board of Trustees, the Chairman of the Norwich Township Board of Trustees, Larry Earman, to execute the Lease in substantially that form attached hereto, along with any changes or amendments thereto, provided that the approval of those changes and amendments by Larry Earman, and the character of those changes and amendments as not being adverse to the Township shall be evidenced conclusively by Larry Earman's execution of the Lease.

SECTION 3. The Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

This Resolution shall take effect and be in force from and after the 17th day of September, 2007.

ADOPTED: September 17, 2007

ATTEST:



Jamie Miles, Township Fiscal Officer

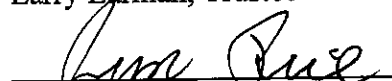
**NORWICH TOWNSHIP
BOARD OF TRUSTEES**



Charles Buck, Trustee



Larry Earman, Trustee



Jim Rice, Trustee



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **SEPTEMBER 18, 2007**

The meeting was called to order at 2:00 pm by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee – Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Rodney Garnet – Hilliard Police Chief
Pam DeDent – Hilliard Law Director
James Mitchell – Meacham & Apel

JOINT SAFETY BUILDING – BID OPENING

The Bids were opened by Jamie Miles, Fiscal Officer and read by James Mitchell who verified that the bid document addendum's were acknowledged and that the bid bond was included.

Attached is a listing of the bids received as prepared by Mr. Earman, showing the lowest bidders for the base bid cost of \$9,434,725 which is 2.55% greater than the architect's estimate of \$9,200,280.

Following the bid opening a discussion was held regarding the alternatives to be selected and those to be rejected. A final decision regarding the alternatives will be made at the September 25, 2007 meeting.

Meeting of September 18, 2007 adjourned at approximately 3:30 pm.

Handwritten signature of Larry J. Earman in black ink.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in black ink.

Jamie Miles, Fiscal Officer

**NORWICH TOWNSHIP
JOINT SAFETY BUILDING
BIDS OPENED SEPTEMBER 18, 2007**

| | Low Bidder | Option 1 Separate Prime Bid | Option 2 Combined Bid | Alternates | | | | | | | | | |
|---------------------------------|------------------|-----------------------------------|-----------------------------|-------------------------------|---------------------------|-----------------------------|------------------------|------------------------------|---------------------------|--------------------------|---------------------------|--------------------------------|-------------------------|
| | | | | Single Hung Windows A-1 | Car Port Police A-2 | Fire Garage Floor A-3 | Trench Drain P-1 | RTU-1 Modification H-1 | DECS Integrator E-1 | DECS Blackhawk E-2 | Emerg Generator E-3 | Lightning Protection E-4 | Copper Wiring E-5 |
| General | | | | | | | | | | | | | |
| Altman Co. | 5,839,602 | 5,839,602 | | 0 | 35,000 | 35,726 | | | | | | | |
| Tuttle Construction | | 5,998,000 | | 50,000 | 37,600 | 55,000 | | | | | | | |
| Ferguson Construction | | 6,097,000 | | 13,520 | 41,107 | 30,241 | | | | | | | |
| Thomas & Marker | | 6,136,000 | | 72,000 | 43,000 | 40,200 | | | | | | | |
| Charter Hill Constuction, Inc. | | 6,171,000 | | 16,000 | 37,100 | 49,000 | | | | | | | |
| Fire Protection | | | | | | | | | | | | | |
| Dalmatian Fire | 148,758 | 148,758 | | | | | | | | | | | |
| TP Mechanical Contractors | | 215,315 | | | | | | | | | | | |
| Plumbing | | | | | | | | | | | | | |
| Radico, Inc. | 511,900 | 511,900 | | | | | 6,700 | | | | | | |
| Fox Mechanical | | 528,700 | | | | | 12,930 | | | | | | |
| Crawford | | 531,800 | | | | | 18,000 | | | | | | |
| Aggressive Mechanical | | 560,000 | | | | | 20,000 | | | | | | |
| General Temp. Control | | 560,000 | | | | | 12,500 | | | | | | |
| TP Mechanical Contractors | | 609,000 | | | | | 20,000 | | | | | | |
| HVAC | | | | | | | | | | | | | |
| TP Mechanical Contractors | 1,369,000 | 1,369,000 | | | | | | 0 | | | | | |
| H & A Mechanical | | 1,370,000 | | | | | | 0 | | | | | |
| General Temp. Control | | 1,381,000 | | | | | | 0 | | | | | |
| Vaughn Industries | | 1,400,000 | | | | | | 0 | | | | | |
| J. A. Guy, Inc. | | 1,423,000 | | | | | | 0 | | | | | |
| Radico, Inc. | | 1,466,000 | | | | | | 0 | | | | | |
| Electrical | | | | | | | | | | | | | |
| Converse | 1,565,465 | 1,565,465 | | | | | | | 17,525 | 232,600 | 34,650 | 17,000 | 62,387 |
| Royal Electric | | 1,575,000 | | | | | | | 19,663 | 249,115 | 39,190 | 17,057 | 58,206 |
| Roberts Electric | | 1,690,000 | | | | | | | 19,000 | 240,000 | 34,000 | 19,000 | 47,000 |
| Vaughn Industries | | 1,870,000 | | | | | | | 19,500 | 258,700 | 38,500 | 18,800 | 79,500 |
| Plumbing & HVAC | | | | | | | | | | | | | |
| Radico | | | 1,966,000 | | | | 6,700 | 0 | | | | | |
| General Temp. Control | | | 1,881,000 | | | | 12,500 | 0 | | | | | |
| Fire, Plumbing & HVAC | | | | | | | | | | | | | |
| TP Mechanical | | | 2,114,899 | | | | 20,000 | | | | | | |
| Fire, Plumbing, HVAC & Electric | | | | | | | | | | | | | |
| Vaughn Industries | | | 4,030,500 | | | | 13,915 | 0 | 19,500 | 258,700 | 38,500 | 18,800 | 79,500 |
| Low biiders | <u>9,434,725</u> | | | | | | | | | | | | |
| Architect's estimate | <u>9,200,280</u> | | | (18,000) | 35,000 | 40,800 | 12,930 | 500 | 39,140 | 21,140 | 34,650 | 17,000 | 83,000 |

| | Estimate | Re-bid Low Bid | Over (Under) | % Difference |
|-----------------|------------------|-------------------|-----------------|-----------------|
| General | 5,898,000 | 5,839,602 | (58,398) | -0.99% |
| Fire Protection | 136,120 | 148,758 | 12,638 | 9.28% |
| Plumbing | 533,000 | 511,900 | (21,100) | -3.96% |
| HVAC | 1,281,000 | 1,369,000 | 88,000 | 6.87% |
| Electrical | 1,352,160 | 1,565,465 | 213,305 | 15.78% |
| Total | <u>9,200,280</u> | <u>9,434,725</u> | <u>234,445</u> | <u>2.55%</u> |



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **SEPTEMBER 25, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee – Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief

JOINT SAFETY BUILDING – GROUND BREAKING CEREMONY

The Board discussed dates for a ground breaking ceremony. It was decided that the event will be held on October 10th at 10:00 am. Chief Long and Chief Kaufman will work on organizing the event.

JOINT SAFETY BUILDING – PRE-CONSTRUCTION MEETING

Jim Mitchell scheduled a pre-construction meeting for October 3rd at 10:00 am. The meeting will be held at 4164 Avery Road, Fire Station 81.

UPCOMING MEETINGS

- COTA – September 27th at Hilliard City Hall
- Board of Realtor's – October 11th
- Franklin County Soil and Water – October 18th

RES. 07-59 Ratifying the Execution of and Adopting a Lease Agreement with the City of Hilliard

Motion by Mr. Buck, seconded by Mr. Rice, to ratify the execution of and adopting a lease agreement with the City of Hilliard. Motion passed.

RES. 07-60 Identifying the Lowest Responsive and Responsible Bidders and Accepting Bids and Awarding Contracts with the Lowest Responsive and Responsible Bidders for the Construction of the Norwich township/City of Hilliard Safety Services Building

Motion by Mr. Rice, seconded by Mr. Buck, to identify and award contracts to the lowest bidders for construction of the Norwich Township Joint Safety Services Building; and accept alternates A-2, A-3, P-1, E-3, and E-4; for a total base bid cost of \$9,434,725 and total with alternates accepted of \$9,563,801. Motion passed.

Attached to these minutes is a detailed breakdown, as prepared by Mr. Earman, of the bids awarded.

RES. 07-72 Executive Session – Personnel Matters

Motion by Mr. Buck, seconded by Mr. Rice, to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(5) for matters required to be kept confidential by federal law or regulations or state statutes. Roll call vote was taken with all members voting yea. Motion passed.

Meeting of September 25, 2007 adjourned at approximately 8:50 am.

Handwritten signature of Larry J. Earman in black ink.

Mr. Larry Earman, Chairman

Handwritten signature of David Long in black ink.

David Long, Fire Chief

Alternates

| Estimate | Re-bid Low Bid | Over (Under) | % Difference | | Initial Bids |
|-----------|-------------------|-----------------|-----------------|---------------|-----------------|
| 5,898,000 | 5,839,602 | (58,398) | -0.99% | | 5,898,000 |
| 136,120 | 148,758 | 12,638 | 9.28% | | 136,120 |
| 533,000 | 511,900 | (21,100) | -3.96% | | 533,000 |
| 1,281,000 | 1,369,000 | 88,000 | 6.87% | | 1,281,000 |
| 1,352,160 | 1,565,465 | 213,305 | 15.78% | | 1,548,800 |
| | | | | Over estimate | 234,445 |
| 9,200,280 | 9,434,725 | 234,445 | 2.55% | Over estimate | 2.55% |
| | | | | | 9,396,920 |

[illegible]

RESOLUTION RATIFYING THE EXECUTION OF AND ADOPTING A LEASE
AGREEMENT WITH THE CITY OF HILLIARD

PREAMBLE

WHEREAS, on June 25, 2007, the Board of Trustees of Norwich Township and the Council of the City of Hilliard, desiring to cooperate with each other in providing a combined facility at a common site, which will allow Norwich Township and the City of Hilliard to service the current and future needs of their respective jurisdictions more efficiently than can be accomplished individually as they relate to fire and police services, communications facilities and administrative operations, entered into a Joint Construction and Management Agreement (the "Agreement") pursuant to Ohio Revised Code Section 715.02; and

WHEREAS, the Agreement provided, in part, for the Township and City to enter into a lease agreement (the "Lease") for a term of at least thirty (30) years and upon such other terms mutually satisfactory to both the Township and City, under which Lease the City would pay its allocated portion of the cost of the joint project in the manner and at the times set forth in the Lease; and

WHEREAS, on September 17, 2007, the Board of Trustees, by Resolution No. 07-58, adopted and approved the form of the Lease attached to said Resolution and authorized, empowered and appointed Larry Earman, on behalf of the Board, to execute said Lease, together with such changes or amendments thereto as he may approve; and

WHEREAS, pursuant to and in compliance with Resolution No. 07-58, Larry Earman, on behalf of the Norwich Township Board of Trustees, executed the Lease on September 24, 2007, to be effective on or as of September 17, 2007; and

WHEREAS, it is in the best interests of the Township and its residents to ratify the execution of and adopt the Lease, as executed, in order to accomplish the goals and objectives of the Agreement, all for the benefit and general welfare of all Township residents;

NOW THEREFORE, upon motion of Mr. Buck, seconded by Mr. Rice, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF NORWICH TOWNSHIP, FRANKLIN COUNTY, OHIO, (HEREINAFTER THE "BOARD") THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:

SECTION 1. The Board hereby ratifies and approves the execution of the Lease by Larry Earman, Chairman of the Norwich Township Board of Trustees, and hereby adopts said Lease, as executed, for and on behalf of the Board, which Lease, as ratified, approved and adopted, is attached hereto as Exhibit A and incorporated herein by this reference.

SECTION 2. The Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

This Resolution shall take effect and be in force from and after the 25th day of September, 2007.

ADOPTED: September 25, 2007

ATTEST:

Jamie Miles
Jamie Miles, Township Fiscal Officer

NORWICH TOWNSHIP
BOARD OF TRUSTEES

Charles Buck
Charles Buck, Trustee

Larry Earman
Larry Earman, Trustee

Jim Rice
Jim Rice, Trustee

**RESOLUTION IDENTIFYING THE LOWEST RESPONSIVE AND RESPONSIBLE
BIDDERS AND ACCEPTING BIDS AND AWARDING CONTRACTS WITH THE
LOWEST RESPONSIVE AND RESPONSIBLE BIDDERS FOR THE CONSTRUCTION
OF THE NORWICH TOWNSHIP/CITY OF HILLIARD SAFETY SERVICES
BUILDING**

PREAMBLE

WHEREAS, the Board of Trustees of Norwich Township (hereinafter the "Board") has previously determined through a vote to proceed with the solicitation of bids for the work and construction of a combined fire and police facility with the City of Hilliard (hereinafter the "City") to include the capacity to house the City's Mayors Court; a renovated fire facility which includes adjoining meeting and office areas; a common reception area; a police department facility which include offices, meeting areas, a communications area, holding areas and a shooting range; and adjoining drives and parking areas (all of which are collectively referred to herein as the "Safety Services Building").

WHEREAS, the Board has advertised in accordance with applicable law and let for bid the proposed work necessary for the construction of the Safety Services Building; and

WHEREAS, pursuant to the bid documents and applicable law, the Board has the ability to determine, accept and award bids for the Safety Services Building to those bidders the Board determines as the lowest responsive and responsible bidders; and

WHEREAS, after the receipt of numerous bids, the Board has reviewed the bids which were submitted in both separate and combined bid forms to determine which bids are the lowest responsive and responsible bids; and

WHEREAS, the Board has determined that several bidders have submitted bids that appear to be the lowest responsive and responsible bids and the Board wishes to accept those bids and award contracts for the work and construction of the Safety Services Building;

WHEREAS, it is in the best interests of the Township and its residents to accept those bids and award contracts to those bidders as set forth below for the work and construction of the Safety Services Building;

NOW THEREFORE, upon motion of me Rice, seconded by me Buck, **BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF NORWICH TOWNSHIP, FRANKLIN COUNTY, OHIO, (HEREINAFTER THE "BOARD") THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:**

SECTION 1. The Board hereby determines that the following bids and unit bid prices for the work and construction of the Safety Services Building are the lowest responsive and responsible bids and the Board hereby accepts and awards each bid set forth below, conditioned upon each bidder entering into a contract:

1. General Contractor: Altman Construction-\$5,839,602.00
2. Fire Protection: Dalmation Fire-\$148,758.00
3. Plumbing: Radico, Inc.-\$511,900.00
4. HVAC: TP Mechanical-\$1,369,00.00
5. Electrical: Converse Electric-\$1,565,465.00
6. Alt. A-1 (Police Carport): Altman Construction-\$35,000.00
7. Alt. A-3 (Garage Floor Replacement): Altman Construction-\$35,726.00
8. Alt. P-1 (Garage Trench Drain): Radico, Inc.-\$6,700.00
9. Alt. H-1 (Modify Roof Top Unit): TP Mechanical-No Added Cost
10. Alt. E-3 (Upgrade Emergency Generator): Converse Electric-\$34,650.00
11. Alt. E-4 (Lighting Protection System): Converse Electric-\$17,000.00

SECTION 2. The Board hereby authorizes, empowers and appoints, on behalf of the Board of Trustees, the Chairman of the Norwich Township Board of Trustees, Larry Earman, to direct the successful bidders as set forth in Section One of this Resolution to proceed with the

work and tender a contract with each specified lowest responsive and responsible bidder for the performance of the work.

SECTION 3. The Board hereby authorizes, empowers and appoints, on behalf of the Board of Trustees, the Chairman of the Norwich Township Board of Trustees, Larry Earman, to execute any other documents necessary to proceed with the work and construction of the Safety Services Building, including notices of commencement, notices to proceed, change orders as set forth in Section Four of this Resolution, and any other additional documents which may from time to time become necessary to proceed with the work and not involving the expenditure of Township monies unless specifically authorized hereinafter.

SECTION 4. The Board hereby authorizes, empowers and appoints, on behalf of the Board of Trustees, the Chairman of the Norwich Township Board of Trustees, Larry Earman, to approve change orders which individually do not exceed \$5,000 and which, in the aggregate, do not exceed \$15,000 and which further do not either materially or adversely impact that portion of the Safety Services Building devoted exclusively to police department uses, or substantially increase the costs allocated to the City. As set forth in the Joint Construction and Management Agreement entered into between the Township and the City, the Township shall obtain the City's consent for any change order which either materially or adversely impacts that portion of the Safety Services Building devoted exclusively to police department uses or substantially increases the costs allocated to the City.

SECTION 5. The Board hereby authorizes, empowers and appoints, on behalf of the Board of Trustees, Township employee Richard McDermott, as the representative of the Township who will be responsible for overseeing the work and construction of the Safety Services Building.

SECTION 6. The Board hereby authorizes, Jamie Miles, Township Fiscal Officer, to establish an interest bearing escrow account in such form as she may deem necessary into which funds for the project should be deposited and stipulated that the income from such account be utilized to pay for the expenses of creating the same.

SECTION 7. The Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

This Resolution shall take effect and be in force from and after the 25th day of September, 2007.

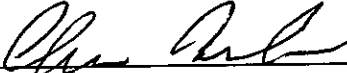
ADOPTED: September 25, 2007

ATTEST:

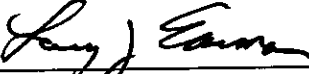


Jamie Miles, Township Fiscal Officer


**NORWICH TOWNSHIP
BOARD OF TRUSTEES**



Charles Buck, Trustee



Larry Earman, Trustee




Jim Rice, Trustee

FISCAL OFFICER CERTIFICATION

I, Jamie Miles, the duly elected Fiscal Officer for Norwich Township, Franklin County, Ohio, do hereby certify that the amounts required to meet the obligations set forth in this Resolution have been lawfully appropriated for such purpose and are in the treasury or in the process of collection to the credit of an appropriate fund, free from any outstanding obligation and encumbrance.

10/3/07
(Date)



Jamie Miles, Fiscal Officer
Norwich Township



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **October 1, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee - Present

Also Present - **Bob Kaufman, Asst. Fire Chief**
Dick McDermitt, Construction Manger
Steve Montgomery, Roads/Cemetery Dept.

PUBLIC PARTICIPATION

A Hayden Falls Village resident addressed the Board about his concerns for a leaf removal program. He stated that other smaller townships, like Perry Township, offer a program to their residents and that he felt this would add value to the residents of Norwich Township. Mr. Rice stated that they had looked into a program a few years ago but the cost was too great. Mr. Montgomery stated that the length of time needed to collect the leaves would be somewhere around 6 weeks. Mr. Buck stated that Norwich Township approached the City of Hilliard (who provides this service to its residents) a few years ago to see if they would also provide this service to our residents. They said no. Mr. Buck said that he would look into providing a leaf removal program for the future, but not for this year.

FIRE DEPARTMENT – DISPOSAL OF EXCESS ENGINE

Chief Kaufman reported that they are working with the Sutphen Corporation to possibly purchase the engine back so that we would receive a credit on future purchases.

JOINT SAFETY BUILDING – TEMPORARY HOUSING

Electric is still needed at the temporary housing trailer which Chief Kaufman is working on. The goal was to be moved into this trailer by Tuesday, October 2.

CEMETERY & ROADS

Mr. Montgomery reported that all road work for this year is completed.

There is still a drainage issue on Meadow Wood Drive caused by a silver maple tree, which is in our right-of-way. Mr. Buck suggested that Mr. Montgomery look into something that could be put on the roots of the silver maple tree to slow down its growth. In the meantime, Mr. Buck asked Mr. Montgomery to fix the drainage problem, using the right tile and then seed.

In addition, Mr. Montgomery reported that the rock hammer has been delivered. Mr. Montgomery asked if he could purchase a 10" bucket for foundation work. Mr. Earman said it was OK to purchase.

Mr. Montgomery reported on the use of solar signs in the township. He stated that Dublin is currently using them in school zones. This solution was suggested due to a resident that has complained about speeding on Smiley Road. Chief Garnett stated that he did not know of any other complaints from last week regarding Smiley Road. He will continue to look into this speeding issue.

Finally, Mr. Montgomery reported that he has removed several bushes and shrubs to help with the appearance of Wesley Chapel Cemetery. Mr. Montgomery received several additional requests to



RECORD OF PROCEEDINGS

Minutes of ***NORWICH TOWNSHIP BOARD OF TRUSTEES*** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held ***October 1, 2007***

remove more bushes and shrubs. Mr. Rice complemented Mr. Montgomery on how nice Wesley Chapel Cemetery looks.

JOINT SAFETY BUILDING

Chief Kaufman reported that the construction trailer is on-site. The 1st construction meeting will be Wednesday, October 3 at 10:00 a.m. at 4164 Avery Road. All three trustees will attend this meeting. The Groundbreaking Ceremony is scheduled for Wednesday, October 10 at 10:00 a.m. at 4164 Avery Road. Invitations have been sent.

HILLIARD POLICE REPORT

Chief Garnett reported that the September report would be available at the next trustee meeting. He also stated that he was unaware of any new noise complaints from last week regarding the property on Leppert Road.

RES. 07-67 Denied Grievance filed by firefighter Brian A. Gatley

The trustees unanimously agreed to support Chief Long's recommendation to deny Gatley's grievance. Mr. Rice made the motion to act and Mr. Buck seconded it. Motion passed.

Meeting of October 1, 2007 adjourned at approximately 12:30 p.m.

Handwritten signature of Larry Earman in black ink.

Mr. Larry Earman, Chairman

Handwritten signature of Ellen Woodford in black ink.

Ellen Woodford, Assistant Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held **4164 AVERY ROAD, HILLIARD, OHIO**
OCTOBER 15, 2007

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee – Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Steve Montgomery, Roads/Cemetery Dept.
Dick McDermitt, Construction Manager

PUBLIC PARTICIPATION

On behalf of the Timberbrook Homeowners Association, President Morgan Geirman requested that the Board move forward with adopting a solicitation permit policy for the unincorporated areas of Norwich Township. Mr. Earman stated that the Board would proceed to have discussions with the City of Hilliard to pursue the possibilities of Hilliard enforcing a policy and collecting the fees. Mr. Earman noted that the affected areas would include Timberbrook, Ridgewood, and the other unincorporated areas of the Township. Chief Garnett confirmed that violation of the solicitation permit policy is a criminal violation.

FRANKLIN COUNTY BOARD OF HEALTH

On behalf of the Franklin County Board of Health (BOH), Charlie Broshart, addressed the Board about the BOH's need for funding from the Township in order to continue the mosquito control program. For 2007, the BOH outsourced the mosquito control program at a cost of \$167,000. The BOH will continue to provide the same level of funding for 2008, however, due to cost increases the BOH is asking the Township to fund an expected cost of 15 to 19 cents per resident. This equates to an approximate cost of \$694 to Norwich Township. According to Mr. Broshart, the long term goal is to create a mosquito control district to address funding. Mr. Broshart feels the program has made significant progress in mosquito control and surveillance.

DISPOSAL EXCESS FIRE ENGINE

Chief Long reported that Lt. Weaston was continuing to pursue leads on potential buyers for the excess fire engine.

OHIO BWC FIRE GRANT AWARD

Chief Long reported that the Township was awarded a \$15,603.20 grant by the Ohio Bureau of Worker's Compensation for the reimbursement of four EMS cots. Per the terms of the grant, the Township would need to initially purchase five EMS cots and then BWC would reimburse the Township for four of the EMS cots.

JOINT SAFETY BUILDING

Chief Long reported that all staff has been relocated and that the general contractor, Altman Construction, was doing a great job and was very polite and courteous. Mr. McDermitt reported that there was not much structure left inside of the old building, trades were showing up on time and everything is going well with the construction.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held **4164 AVERY ROAD, HILLIARD, OHIO**
OCTOBER 15, 2007

CEMETERY & ROADS

Mr. Montgomery reported that the Hansen Court warranty items still have not been completed. In response to a Smiley Road speeding issue, Mr. Montgomery provided the Board with a quote and brochure for a transportable speed detection sign. Upon discussing various options, the Board decided to table the item for further review of the information provided by Mr. Montgomery. Mr. Montgomery reported that the Road Department was prepared for snow removal.

HILLIARD POLICE REPORT

Chief Garnett provided the statistical report for September. Chief Garnett reported that for July a total of 161 calls were taken and he noted that there were 3 burglaries that took place during September which is about a forty percent reduction from this time last year. Mr. Buck stated that the Township was very pleased with the job being done by HPD. In response to a Township resident's speeding complaint, HPD set up their speed check trailer in front of 3596 Smiley Road for a duration of seven days. In summary, the speed check data provided the following:

- On average, 2200 cars passed through per day.
- Minimum speed checked was 10 mph
- 85th Percentile speed checked was 35 mph
- Maximum speed checked was 59 mph

Based upon the data, Chief Garnett reported that a majority of cars were traveling between 24 to 33 mph, slightly above the posted speed limit of 25 mph.

RECORDS RETENTION COMMITTEE

Mr. Earman reported that the Records Retention Committee had met and there would be no document destruction for 2007. For 2008, Chief Long and Mrs. Miles will be working earnestly to identify a listing of documents to be destroyed and submit that listing to the AG's office and the Ohio Historical Society for approval.

RES. 07-67 Authorize Participation in the 2008 IPM Mosquito Control Program

Motion by Mr. Rice, seconded by Mr. Earman, to authorize participation in the Franklin County Board of Health's 2008 IPM Mosquito Control Program at an approximate cost of \$694 for the year. Motion passed.

RES. 07-68 Approval of Trustee Meeting Minutes for 8/20, 8/23, 8/28 and 10/1/07

Motion by Mr. Buck, seconded by Mr. Rice, for the approval of the Norwich Township Trustee meeting minutes for August 20, August 23, August 28, and October 1, 2007. Motion passed.

RES. 07-69 Approval to Purchase EMS Cots (BWC Grant Reimbursement)

Motion by Mr. Buck, seconded by Mr. Rice, to approve the initial purchase of five EMS cots at a cost of \$19,504. BWC has awarded a grant to the Norwich Township Fire Department in the amount of \$15,603.20 for the reimbursement of four of the EMS cots. Motion passed.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held **4164 AVERY ROAD, HILLIARD, OHIO**
OCTOBER 15, 2007

RES. 07-70 Authorization to Change Township Payroll Paydate

Motion by Mr. Rice, seconded by Mr. Buck, to authorize a change in the payroll paydate from Monday to Friday effective January 1, 2008. This is a Township wide change and was approved unanimously by Local 1723. Motion passed.

RES. 07-71 Adoption of Norwich Township Public Records Policy

Motion by Mr. Buck, seconded by Mr. Rice, to adopt the Norwich Township Public Records Policy with a change to section 3.1 that states "the charge for ten pages or more will cost 15 cents per page". Motion passed.

Meeting of October 15, 2007 adjourned at approximately 7:30 p.m.

Handwritten signature of Larry Earman in cursive script.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in cursive script.

Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of ***NORWICH TOWNSHIP BOARD OF TRUSTEES*** *Meeting*
Held ***4164 AVERY ROAD, HILLIARD, OHIO***
OCTOBER 29, 2007

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee – Present

Mr. Jim Rice, Trustee - Absent

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Steve Montgomery, Roads/Cemetery Dept.
Dick McDermitt, Construction Manager

STATION 81 RAMP/PAVING

Chief Long reported that once he receives the code requirements from the City of Hilliard for the access ramp and pavement area for the Station 81 trailer, all options will be reviewed to determine what financially makes sense prior to making a decision.

CHILD CAR SEAT INSPECTIONS

Chief Long reported that child car seat inspections have been temporary suspended due to a loss of liability coverage by the local organization that sponsors the inspections. Lt. Manske is currently pursuing quotes from other entities to provide the inspections.

JOINT SAFETY BUILDING

Mr. McDermitt reported that half of the footings have been dug, topsoil is being hauled out, and mass excavation will begin in the morning.

CEMETERY & ROADS

Mr. Montgomery provided the Board with new speed sign pamphlets and told them that he would arrange a time to go out to see Upper Arlington's sign. A decision on whether to purchase a speed sign would be tabled until next meeting. Mr. Buck reported that Kokosing was to be on-site to complete the Hansen Court warranty items on November 1st. In addition, Mr. Buck confirmed that the Board would need to do the annual street survey in November or December. Lastly, Mr. Montgomery informed the Board that the Cemetery maintenance building security system would need to be updated at an approximate cost of \$250.

SOLICITATION PERMIT

Mr. Earman reported that a copy of Hilliard's permit policy has been forwarded onto the Township's legal counsel for review.

ESTATE TAX COLLECTION

Mrs. Miles reported that as of today, the Township has received approximately \$1.0 million in estate tax receipts which is an unusually high amount in comparison to prior years. Mr. Buck stated that this might be a good opportunity to use the funds to make a capital investment in the form of a park for use by residents of the community.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held **4164 AVERY ROAD, HILLIARD, OHIO**
OCTOBER 29, 2007

TOWNSHIP ACCOUNTING SYSTEM

Mrs. Miles reported that based upon research conducted back in June, all townships, except two, within Franklin County are currently using the Uniform Accounting Network (UAN) system. UAN is an accounting software program written and maintained by the Ohio State Auditor. Mrs. Miles has identified the BUCS system, which is currently used by Washington Township, as a possible alternative to the UAN system. Mr. Earman recommended making a change for 2009.

CORRECTING INFORMATION: FISCAL OFFICER/ERICKSON TIF

On behalf of the Board, Mr. Earman prepared and read a statement addressing incorrect information presented during the recent candidates night regarding the Fiscal Officer position and the TIF granted to the Erickson Development. Attached is a copy of this statement.

UNITED HEALTHCARE – CHIROPRACTIC NETWORK

Mr. Earman reported that the Board has authorized United Healthcare to discontinue utilizing the precertification services of American Chiropractic Network (ACN) effective immediately. Scott Rider is currently working with United Healthcare (UHC) to coordinate the change.

RES. 07-72 Approval to Modify 2007 Permanent Appropriations

Motion by Mr. Buck, seconded by Mr. Earman, to approve the permanent appropriations for 2007 to be modified from \$19,925.50 to \$23,694,700. Unanimously approved. Motion passed.

See attached for detail by fund.

RES. 07-73 Approval for Permanent Part-Time Fiscal Officer Assistant

Motion by Mr. Buck, seconded by Mr. Earman, to approve the temporary part-time assistant fiscal officer position be made a permanent part-time position. Unanimously approved. Motion passed.

RES. 07-74 Approval of Trustee Meeting Minutes for 8/16, 9/17, 9/18, 9/25 and 10/15/07

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for August 16, September 17, 18, 25, and October 15, 2007. Unanimously approved. Motion passed.

Meeting of October 29, 2007 adjourned at approximately 7:15 p.m.

Handwritten signature of Larry Earman in black ink.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in black ink.

Jamie Miles, Fiscal Officer

**NORWICH TOWNSHIP
APPROPRIATIONS 2007**

| | <u>Total</u> | <u>General</u> | <u>Fire District</u> | <u>Motor Vehicle License</u> | <u>Gasoline Tax</u> | <u>Cemetery</u> | <u>Police District</u> | <u>Morris Weller Fund</u> | <u>Cemetery Bequest Fund</u> |
|----------------------|----------------------|----------------------|----------------------|----------------------------------|---------------------|-------------------|------------------------|-------------------------------|----------------------------------|
| SUMMARY: | | | | | | | | | |
| PAYROLL | 9,858,350.00 | 215,300.00 | 9,325,500.00 | 0.00 | 0.00 | 317,550.00 | 0.00 | 0.00 | 0.00 |
| OTHER | 1,774,350.00 | 252,700.00 | 862,500.00 | 32,000.00 | 237,000.00 | 92,450.00 | 297,700.00 | 0.00 | 0.00 |
| CAPITAL IMPROVEMENTS | 11,749,000.00 | 11,009,000.00 | 895,000.00 | 0.00 | 0.00 | 45,000.00 | 0.00 | 0.00 | 0.00 |
| TRANSFERS OUT | 313,000.00 | 313,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | <u>23,694,700.00</u> | <u>11,790,000.00</u> | <u>10,883,000.00</u> | <u>32,000.00</u> | <u>237,000.00</u> | <u>455,000.00</u> | <u>297,700.00</u> | <u>0.00</u> | <u>0.00</u> |



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **NOVEMBER 12, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee – Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Steve Montgomery, Roads/Cemetery Dept.
Dick McDermitt, Construction Manager

FIRE DEPT.

Chief Long reported that he was still awaiting official plans from the City of Hilliard in order to move forward with the ramp/paving of the Station 81 trailer. Chief Long expected that all work related to the ramp/paving project would be handled internally. In other items, Chief Long noted an early morning fire would probably be a fire loss in excess of \$1,000,000 for a local business. Also, the 2008 recognition banquet is scheduled for January 18, 2008.

CHILD CAR SEAT INSPECTIONS

Chief Long reported that child car seat inspections will begin November 19th and that the Township website, as well as, Kidsafe's website would be updated with the inspection schedule. Mr. Earman requested Chief Long to issue a press release with this information.

JOINT SAFETY BUILDING

Mr. McDermitt reported that basement footings have been dug, the anchor bolt drawings have been completed, and the masonry contractor was mobilizing on site. Mr. Earman noted that there were significant issues with the integrity of the remaining concrete. Mr. McDermitt confirmed and reported that he feels the issues are the responsibility of the contractors because due care was not taken when working around and with the concrete.

CEMETERY & ROADS DEPT.

As it relates to purchasing a speed sign, Mr. Buck requested Mr. Montgomery to obtain a price for a system that operates with solar panels. Mr. Buck stated that the speed sign should be as maintenance free as possible. Mr. Montgomery reported that the Hansen Court rework had been completed; however, a resident of Hansen Court was not happy with the work. Trustees authorized the Road Department to fix the repairs. Mr. Montgomery reported that the truck bed would probably make it through the winter but he thought it would be a better decision to replace it. The Board agreed to schedule the 2008 road survey for Monday, December 3, 2008 at 9:00 am. Mr. Johnson addressed the Board about the need to hire additional full-time personnel. Mr. Earman noted that the Board would take this under advisement and would consider the request when working on the 2008 budget. Lastly, Mr. Earman recognized Mr. Johnson's efforts in filling in during Mr. Montgomery's absence; all Board members noted a job well done.

HILLIARD POLICE REPORT

Chief Garnett provided the statistical report for October. Chief Garnett reported that for October there were 27 house checks, 12 parking complaints, 1 hit/skip and in response to speeding complaints, HPD completed 54 traffic duty stops. Chief Garnett noted that overall it was a normal month.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **NOVEMBER 12, 2007**

SOLICITATION PERMIT

Mr. Earman reported that the Township's legal counsel had forwarded a draft for a transient vendors policy and recommended that the Trustees take action at the next scheduled meeting. Mr. Earman noted that the policy would become effective 30 days after passage.

HOMESTEAD PARK PLAYGROUND RENOVATION

Mrs. Janell Thomas, Parks & Recreation Director for Washington Township, address the Board about the need to renovate the large playground at Homestead Park. According to Mrs. Thomas, the average life of a playground is twelve to fifteen years. Due to good maintenance, the playground has lasted fifteen seasons of use. Current playground items do not meet revised playground safety standards or ADA recommendations. The new renovations will address both of these issues. The new equipment is being purchased through the U.S. Communities Government Purchasing Alliance and the most recent estimated cost for the renovation is roughly \$125,000. Trustees unanimously voted to make a \$50,000 contribution to the renovation project.

FISCAL OFFICE

Mrs. Miles addressed the Board about the need to add a human resource support position. According to Mrs. Miles she does not feel she can effectively meet the needs of the Township's 100 employees in addition to her financial responsibilities. Mr. Buck stated that the discussion would be further pursued later in the meeting. Mr. Earman addressed the Board about the need to review and adjust the Township's investment activities in order to meet the cash flow needs for the joint safety building project.

YARD WASTE PICKUP

In response to a residential complaint, Mr. Buck confirmed that Local Waste picks up yard waste from May through October. Given that there are still many trees that have not lost their leaves, Mr. Buck will contact Local Waste to request that they continue to pick up yard waste through November.

TOWNSHIP ADMINISTRATOR

Mr. Buck addressed the Board about the need to consider creating the position of Township Administrator. According to Mr. Buck, the position would be responsible for the human resources activities, as well as, attend meetings on behalf of the Trustees and help with the increasing demands of being a larger township. Mr. Earman stated that the Board would need to work on a job description. Mr. Rice indicated that he was not in support of creating the position.

RES. 07-75 Approval of Trustee Meeting Minutes for 10/29/07

Motion by Mr. Rice, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for October 29, 2007. Unanimously approved. Motion passed.

RES. 07-76 Approval of Contribution for Homestead Park Renovation

Motion by Mr. Buck, seconded by Mr. Rice, to approve a \$50,000 contribution to Homestead Park for the large playground renovation. Funds are to be appropriated in 2008. Unanimously approved. Motion passed.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held **4164 AVERY ROAD, HILLIARD, OHIO**
NOVEMBER 12, 2007

RES. 07-77 Approval for John Deere TH 6x4 Gators

Motion by Mr. Buck, seconded by Mr. Rice, to approve the trade-in of two old gators and the purchase of 2 new John Deere TH 6x4 Gators for the purchase price of \$1,896.70. Unanimously approved. Motion passed.

Meeting of November 12, 2007 adjourned at approximately 1:10 p.m.

A handwritten signature in cursive script, reading "Larry Earman", is written over a horizontal line.

Mr. Larry Earman, Chairman

A handwritten signature in cursive script, reading "Jamie Miles", is written over a horizontal line.

Jamie Miles, Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **NOVEMBER 26, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee – Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Steve Montgomery, Roads/Cemetery Dept.
Dick McDermitt, Construction Manager

WEAVER GIRLS ROBOTICS TEAM

Mr. Earman welcomed the Weaver Middle School Girls Robotics Team who gave a presentation on making future fire departments more energy efficient.

FIRE DEPT.

Chief Long reported that he had received the final plans from the City of Hilliard for the ramp/paving of the Station 81 trailer and that a cost review needed to be done prior to making a decision. Chief Long reported that another department wants to buy the excess engine and that they were trying to figure out their funding for the purchase. Lastly, Chief Long requested approval to purchase a new medic that would replace a 10 year old medic that has in excess of 130,000 miles.

JOINT SAFETY BUILDING

Mr. McDermitt reported that the concrete footings have been poured in ninety percent of the total complex, the masonry contractor has the block walls up around eighty percent of the perimeter and a minimum of eight courses completed in the basement. Perimeter tile in these areas also have been completed.

CEMETERY & ROADS DEPT.

Mr. Earman confirmed that the 2008 Road Survey would be conducted December 3, 2007 at 9:00 am. Mr. Montgomery confirmed that there are a couple of items that need to be addressed including Danford Square and Medford Square pavement and Schirtzinger Road edges. Mr. Montgomery feels that a more permanent fix needs to be considered for Schirtzinger Road. As it relates to purchasing a speed sign, Mr. Earman recommended that due to the loss of portability of the recommended options that the Township continue to utilize HPD's speed trailer when addressing complaints. Mr. Earman noted that maybe the Board could work with HPD to have the speed trailer used within the Township on a rotating basis

YARD WASTE PICKUP

Mr. Buck confirmed that Local Waste would continue to pick up yard waste through the end of November, except for a couple of streets along the river that Local Waste could not get their trucks down the road.

TOWNSHIP ADMINISTRATOR

Mr. Earman stated that the logic behind creating the Township Administrator position is to provide the assistance in the human resources area as requested by the fiscal office in addition to getting back involved with the numerous organizations that we have been associated with in the past, but, gotten



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held **4164 AVERY ROAD, HILLIARD, OHIO**
NOVEMBER 26, 2007

away from. According to Mr. Earman the position would be responsible for maintaining and updating personnel files, addressing insurance issues of our 100 employees, the Fiscal Officer needs to be the chief financial officer of the Township rather than being the bookkeeper. The Fiscal Officer needs to focus more on the financial analysis and keep funds invested, based upon what the position pays and the time spent in the position, the time is just not there. Mr. Earman addressed some of his concerns with outsourcing the human resource responsibility.

RES. 07-78 Approval of Trustee Meeting Minutes for 10/29/07

Motion by Mr. Buck, seconded by Mr. Rice, to appropriate 2008 funds for the purchase of a replacement medic at a cost of \$191,225.49. Unanimously approved. Motion passed.

RES. 07-79 Approval to Establish Transient Vendors Resolution

Motion by Mr. Rice, seconded by Mr. Buck, to approve the Resolution Establishing the Regulation and Registration of Transient Vendors within the Unincorporated Area of Norwich Township, Franklin County, Ohio effective 1/1/2008. Unanimously approved. Motion passed.

See formal resolution attached.

RES. 07-80 Approval of Township Administrator

Motion by Mr. Buck, seconded by Mr. Earman, to create the position of Township Administrator per the job description approved by the Township's legal counsel and to begin the process of advertising for the position. Mr. Earman voted aye, Mr. Buck voted aye, Mr. Rice voted nay. Motion passed.

RES. 07-81 Approval to Amend Local 1723 Article XVII Health Care Coverage

Motion by Mr. Buck, seconded by Mr. Rice to amend Local 1723 Article XVII Health Care Coverage Section 2 to replace November 30, 2007 and 2008 deadline dates with December 31, 2007 and 2008 respectively. In addition, the effective dates of January 1, 2008 and 2009 are to be replaced with February 1, 2008 and 2009 respectively. Unanimously approved. Motion passed.

Meeting of November 26, 2007 adjourned at approximately 7:25 p.m.

Handwritten signature of Larry Earman in black ink.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in black ink.

Jamie Miles, Fiscal Officer

**RESOLUTION ESTABLISHING THE
REGULATION AND REGISTRATION OF TRANSIENT VENDORS WITHIN
THE UNINCORPORATED AREA OF NORWICH TOWNSHIP, FRANKLIN
COUNTY, OHIO**

Board of Trustees of Norwich Township, Franklin County, Ohio met in regular session on November 26, 2007, with the following members present:

Chuck Buck
Larry Earman
Jim Rice

Jim Rice moved the adoption of the following resolution:

WHEREAS, the Ohio Revised Code grants township boards of trustees by resolution the power to enact registration regulations of Transient Vendors under authority of Section 505.94 of the Ohio Revised Code, and

WHEREAS, there are transient vendors within Norwich Township, and

WHEREAS, the Township seeks to reasonably regulate the TIME, PLACE, AND MANNER in which these vendors may sell, offer for sale, or solicit orders for future delivery of goods, and

WHEREAS, the Board has determined that the public safety and welfare of the Township would be served by the regulation of Transient Vendors;

THEREFORE, BE IT RESOLVED that the Norwich Township Board of Trustees hereby enacts the following Transient Vendor regulations, rules and procedures:

1. All "Transient Vendors" who do business within the unincorporated area of the Township of Norwich, Franklin County, Ohio shall register with the Township, at the City of Hilliard Police Department, 3800 Municipal Way, Hilliard, Ohio 43026. At the time of the adoption of this Resolution, the City of Hilliard and the Township are in the process of constructing a Joint Safety

Services Building to be located at 4164 Avery Road, Hilliard, Ohio 43026 and which will house the Hilliard Police Department. Upon the opening of the Joint Safety Services Building, all Transient Vendors shall register with the Hilliard Police Department at the Joint Safety Services Building.

2. As used in this Resolution, “Transient Vendor” means any person who opens a temporary place of business for the sale of goods or who, on the streets or while traveling about the township, either sells or offers for sale goods, or solicits orders for future delivery of goods where payment is required prior to the delivery of the goods, or attempts to arrange an appointment for a future estimate or sales call. “Transient Vendor” does not include any person who represents any entity exempted from taxation under section 5709.04 of the Revised Code, that notifies the board of township trustees that its representatives are present in the township for the purpose of either selling or offering for sale goods, or soliciting orders for future delivery of goods, or attempting to arrange an appointment for a future estimate or sales call, and does not include a licensed auction or an auctioneer company licensed under Chapter 4707 of the Revised Code.

3. As used in this Resolution, “goods” means goods, wares, services, merchandise, periodicals, and other articles or publications.

4. The City of Hilliard Police Department shall maintain a registration log where all Transient Vendors shall register prior to their coming into the Township to sell, offer for sale, or solicit orders for their goods.

5. Transient Vendors shall be permitted to sell, offer for sale, or solicit orders, door-to-door, or location-to-location according to the following:

- (a) Between the hours of 9:00 a.m. to 6:00 p.m. eastern standard time, from October 1st through March 31st.
- (b) Between the hours of 9:00 a.m. to 8:00 p.m. eastern standard time, from April 1st through September 30th.
- (c) After approval of a permit, all Transient Vendors shall be required to prominently display a badge (prescribed by the City of Hilliard Police Department) while engaging in any solicitation of goods indicating the authority to operate pursuant to this Resolution..

6. Each Transient Vendor shall make a payment of \$25.00 for their registration fee at the time they register at the City of Hilliard Police Department, plus the City of Hilliard Police Department's cost to conduct a background check through the Bureau of Criminal Investigation. Each individual person who sells, offers for sale, or solicits orders for goods shall be required to register according to this Resolution even though he or she may be one or more of several Transient Vendors who sell, offers for sale, or solicits order for goods for the same group, company, or other business entity. Each additional Transient Vendor of any firm, entity or business who has already registered, shall be required to pay an additional registration fee of \$5.00 and the City of Hilliard Police Department's cost to conduct a background check through the Bureau of Criminal Investigation. Any registration fee or costs to conduct background checks are non-refundable.

7. Each Transient Vendor shall be required to fill out a Transient Vendor application at the time they register. The application forms shall be filled out in person by each Transient Vendor. The nature of the forms and any other

application materials shall be prescribed by the City of Hilliard Police Department and shall include:

- (a) Name of Applicant;
- (b) Address of Applicant;
- (c) Height, weight, date of birth, social security number, photo identification and physical characteristics of the applicant;
- (d) Name and address of firm, business or agency by whom the applicant is employed, represents or licensed;
- (e) Submit such other information as may be required by the City of Hilliard Police Department to complete a background check;
- (f) Valid driver's license and proof of insurance at the amounts and level required by the state law (for those transient vendors operating on public streets);
- (g) Statement of character and honesty of the applicant;
- (h) The character and solvency of the firm or business for whom the applicant works;
- (i) Description (quality and cost) of goods selling;
- (j) Any other information requested by the City of Hilliard Police Department.

8. Upon submission of all the requested information and application materials to the City of Hilliard Police Department, a permit shall be either granted or denied based upon the objective criteria set forth in Section 7 of this

Resolution as well as any other relevant information obtained by the City of Hilliard Police Department. Any incomplete applications shall be denied.

9. Any permit issued by the City of Hilliard Police Department shall be valid for one year (1) year and shall commence on the date of approval of application.

10. All companies, corporations, businesses or business entities shall provide to their Transient Vendors, to be given to the Police Department, a written statement signed by a person with authority that the Transient Vendor is in fact authorized to sell, offer for sale, or solicit orders for its goods within the Township for it, or under its authority or agency.

11. Transient Vendor Working At A Fixed Location. All Transient Vendors who sell, offer for sale, or solicit orders for future delivery of goods where payment is required prior to delivery of the goods, and/or who establish a temporary place of business within the Township, shall in addition to the other requirements mandated herein:

- (a) Establish the temporary place of business in an area zoned for the same. No temporary place of business shall be established in areas zoned residential.
- (b) Not violate any Franklin County Zoning Regulations in regards to signs.
- (c) Not sell, offer for sale, or solicit orders for future delivery of goods from the temporary place of business between 8:00 p.m. and 9:00 a.m.

12. Any Transient Vendor permit granted under this Resolution, may be revoked by the Township for any of the following reasons upon presentation of charges by an affected person or persons:
- (a) Fraud, misrepresentation or false statements in the course of conducting business;
 - (b) Conviction of a crime or misdemeanor involving moral turpitude;
 - (c) Conducting business in an unlawful manner or in such a manner as to constitute a nuisance or a menace to the health, safety or general welfare of the public;
 - (d) Upon conviction of any state law;
 - (e) Failure to maintain a valid State of Ohio Driver's License (for those transient vendors operating on public streets);
 - (f) The receipt by the City of Hilliard Police Department or the Township if three (3) substantiated complaints within any fourteen (14) day period.
13. Upon any complaint showing a violation of any of Section 12 of this Resolution, any City of Hilliard Police Officer or authorized representative of the Township, shall immediately seize the Transient Vendors permit and/or badge. He shall immediately give notice to such Transient Vendor that a hearing on his permit revocation will be held before the Board of Township Trustees or their designee, not to exceed forty-eight (48) hours from the time of the seizure. From the time of seizure until the hearing before the Board of Trustees or their

designee, no Transient Vendor shall engage in any solicitation within the Township. The Board of Trustees decision shall be final and binding.

14. Any Transient Vendor Application or log that contains false or untrue information shall give the Township cause for that registration to be canceled, and it shall be grounds for prosecution under section 505.99 of the Ohio Revised Code. Any Transient Vendor who violates any of the terms, conditions, or requirements of this Resolution, shall give the Township grounds to cancel the registration and it shall be grounds for prosecution under Section 505.99 of the Ohio Revised Code.

15. Any Township Trustee or their designated representative, or the Chief of Police, or his designated officers in charge during his absence or being otherwise unavailable, shall have the authority to take actions to seize, terminate, cancel registrations, or initiate prosecution under this Resolution.

16. Should any one or more parts of this Resolution be adjudged unconstitutional or otherwise unenforceable by any Court or other body or person empowered to so rule, this shall not invalidate those other parts or sections herein.

17. The term "he" as used herein shall refer to both the female and male gender.

18. No Transient Vendor shall together with, or in combination with, twelve (12) or more persons who are Transient Vendors, operate within the Township at any one time, whereby they are all selling, offering for sale, or soliciting the same goods.

19. No Transient Vendor shall open a temporary place of business that is derogation or violation of any Franklin County Zoning Resolution.
20. All Transient Vendors shall appear in person at the City of Hilliard Police Department or otherwise notify the Police Department when activity under their registration is completed and terminated. The City of Hilliard Police Department employee who receives this information shall so note it in the “log” of Transient Vendors in the proper place.
20. The Transient Vendors log shall be a public record open for inspection.
21. This Resolution shall be effective thirty (30) days after its adoption. Those in violation of the regulations contained in this Resolution are subject to the penalties of Section 505.99 of the Ohio Revised Code. Each day of violation shall be a separate offense. The Chief of Police may establish any administrative mechanism to implement this Resolution, to include but not limited to, briefing Township employees, establish log and application files.
22. Transient Vendors shall not sell, offer for sale, or solicit orders for goods where a dwelling, property, building, or other structure has posted notice by means of a sign that its owners or occupants do not want salesman, or solicitations, or transient salesman or vendors, and such sign is reasonably calculated by its size and placement to notify the Transient Vendor of this fact. An example of this, but not limited to this, are signs that say **“NO SALESMAN”** or **“NO SOLICITATIONS”**.
23. All “Norwich Township” identification signs at the entrance to the Township that are maintained by the Township shall have placed upon them by

the Road Department a sign reasonably calculated to inform the passer-by in a vehicle or otherwise traveling:

ALL TRANSIENT VENDORS MUST REGISTER

AT THE POLICE DEPARTMENT

24. The Fiscal Officer shall notify the Franklin County Prosecutor of this Resolution and its conditions pursuant to Section 505.94 of the Ohio Revised Code.

25. Notification is required to be made by any entity exempted from taxation under section 5709.04 of the Revised Code, that its representatives are present in the township for the purpose of either selling or offering for sale goods, or soliciting orders for future delivery of goods. Such notification shall be addressed to the Board of Trustees and the Chief of Police of the City of Hilliard. The Chief of Police shall make a log and record of all such notices of exempted businesses or organizations for the Trustees.

26. This Resolution does not apply to any person invited by an owner or tenant to visit the owner's or tenant's premises to sell, offer for sale, or solicit orders for future delivery of goods.

27. All prior Resolutions of this Board concerning the licensing or other regulation of Transient Vendors are hereby repealed.

28. This Resolution does not apply to service organizations, religious organizations, youth groups, fraternal organizations, school sponsored groups or political organizations.

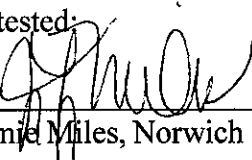
29. This Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in open meetings of this Board, and that all deliberations of this Board that resulted in formal actions were taken in meetings open to the public, in compliance with all legal requirements, including but not limited to, Ohio Revised Code Section 121.22, except as otherwise permitted thereby.

30. The effective date of this resolution will be January 1, 2008.

Chuck Buck seconded the motion, and the roll was called on the question of its adoption. The vote was as follows:

| | |
|--------------|-----|
| Larry Earman | Yea |
| Chuck Buck | Yea |
| Jim Rice | Yea |

Attested:



Jamie Miles, Norwich Township Fiscal Officer

11/27/07
Date



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **December 10, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Dick McDermitt, Construction Manger
Steve Montgomery, Roads/Cemetery Dept.

FIRE DEPARTMENT

Chief Long reported that Stonelick Township has the engine and will be working to get payment to Norwich Township the first of next year. Chief Long reported there was nothing new with the ramp for the Station 81 Trailer. He is still waiting on the City of Hilliard to decide whether they will purchase the trailer after the Township is done with it. Chief Long reported that 3588 Cemetery Road has not been cleaned up since the Fire Department used this house for training a couple of years ago. Capt. Midgley reported that he had made contact with the homeowner and that the homeowner knows that the property needs to be cleaned up. Mr. Earman has requested that a letter be sent to the Franklin County Board of Health regarding this property. Mr. Buck suggested that we have better procedures in place so issues, such as this, would not happen again. Also, Mr. Buck requested that the Chief notify the Trustees when they plan on having training in the community. Finally, Chief Long reported that everything is set with the Recognition Dinner in January. Craig Krenzle will be the keynote speaker. Chief Long will be inviting the Hilliard Davidson Boys Soccer Team, as well as the Hilliard Davidson golfer who won the Division I title this year. Mr. Buck suggested that we should also be including those students from both High Schools who have been awarded National Merit Scholars. Chief Long stated that he would follow-up with both High Schools and request these names.

CEMETERY & ROADS DEPARTMENT

Mr. Montgomery reported that he picked up about 65 tons of salt prior to last weeks two snow falls. They used between 10 – 15 tons of salt on Wednesday and Friday. All 3 dump trucks worked fine. Mr. Buck praised the Roads Crew on a great job. Mr. Rice received 2 phone calls regarding the fine work the Roads Crew did on the Township roads. Mr. Montgomery reported that the 2008 Road Survey was completed with the Franklin County Engineer's office. The Township is waiting on them for the estimates. Most likely, the 2008 projects will be the slurry sealing that did not get completed in 2007, as well as replacing blacktop on four Township roads. Mr. Earman stated that a permanent solution to the deterioration of Schirtzinger Road needs to be addressed in 2008. Mr. Montgomery reported that he received today the two new John Deere TH 6x4 Gators to be used at the Cemetery. Also, he is getting prices for replacing the lawn mowers for next year, including trade-in values. Mr. Montgomery reported that repairs to one of the dump truck beds have been made for this year. The Trustees are waiting on a recommendation from Mr. Montgomery as to if the dump truck should be replaced next year or just the dump truck bed.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **December 10, 2007**

JOINT SAFETY BUILDING

Mr. McDermitt reported that not a lot had been done on construction for the past few days due to weather. Block is still being laid around the existing building. Mr. Buck asked if something could be put down to prevent further water from collecting at the site. Mr. McDermitt did not think that would be beneficial. No gravel has been put in basement yet. Altman Construction, Radico, Inc. and Converse Electric, Inc. are all continuing to do as much as they can despite the weather.

TRUSTEE – OLD BUSINESS

Mr. Earman stated that all resumes for the Township Administrator position are due into the Fiscal Office by December 15, 2007. After this date, the resumes will be reviewed and the Trustees will hold interviews.

TRUSTEE – NEW BUSINESS

Mr. Earman stated that the 2008 appropriations will be prepared in a meeting on Tuesday, December 18, 2007 with Chief Long, Mrs. Miles and Mr. Earman. Also that day, Mr. Earman will be meeting with Mr. Scott Rider regarding the Township insurance program for 2008.

The Swearing-in Ceremony for Mr. Cope and Mrs. Miles will be held on Wednesday, January 2 at 6:30PM at the Norwich Township Fire Department Station 83.

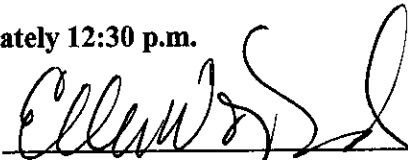
Mr. Buck asked if there was a particular reason why the Trustees met every two weeks. Chief Long stated that the meetings were held in conjunction with pay days. Mr. Earman suggested that the Trustees meet twice a month, possibly the first and third Mondays of the month. This issue will be discussed again next year.

RES. 07-82 Approval of Trustee Meeting Minutes for 11/12/07 and 11/26/07

Motion by Mr. Rice, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for November 12, 2007 and November 26, 2007. Unanimously approved. Motion passed.

Meeting of December 10, 2007 adjourned at approximately 12:30 p.m.


Mr. Larry Earman, Chairman


Ellen Woodford, Assistant Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **December 27, 2007**

The meeting was called to order by Mr. Larry Earman, Chair.

Roll Call – **Mr. Larry Earman, Chair - Present**
Mr. Chuck Buck, Trustee - Present
Mr. Jim Rice, Trustee - Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Dick McDermitt, Construction Manger
Steve Montgomery, Roads/Cemetery Dept.

FIRE DEPARTMENT

Chief Long reported that the property owner of 3588 Cemetery Road has been contacted and the Franklin County Board of Health has been contacted also.

CEMETERY & ROADS DEPARTMENT

Mr. Montgomery reported business as usual.

HILLIARD POLICE REPORT

Chief Garnett provided the statistical report for November and reported that it is business as usual as far as police is concerned.

FISCAL OFFICE

Mrs. Miles confirmed that trash exemption applications have been mailed out to all residents who were approved for a 2007 trash exemption. The deadline for these residences to file their trash exemption certificate is February 15, 2008.

JOINT SAFETY BUILDING

Mr. McDermitt reported that work is ongoing and estimates the weather has caused approximately a week delay but the time should be made up later on. The water tap was put in last Friday and now they are working to run the water line onto the property. The mechanical contractor has put the two fiberglass sump pits in. In addition, some structural steel has been set.

TRUSTEE – OLD BUSINESS

Mr. Earman reported that 64 applications were received for the Township Administrator position and the next step would be to conduct interviews which would be coordinated after today's meeting. Mr. Earman noted that the Board would probably be looking towards the end of January to fill the position.

Mr. Buck reported that he, Fire Chief Long, Lt. Manske, and Firefighter Beach met with Gary Powers and other representatives from Erickson to discuss the letter sent back in February. Mr. Buck noted that it is still up in the air about what type of compensation the Township is going to receive from Erickson and the City of Hilliard. Mr. Earman reported that he spoke with Gary Powers and they mutually agreed that the Board would plan to discuss accepting their compensation proposal at the January 3rd meeting. Mr. Earman noted that no previous action had been taken because there had never been anything formal to take action on. In addition, what has been proposed is a drop in the bucket in comparison to what revenues the Township is giving up, but, Erickson is still paying the



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **December 27, 2007**

taxes. Mr. Earman confirmed his understanding is that the City of Hilliard has granted a thirty year TIF and after thirty years there is potential that no tax dollars will be generated from this property.

TRUSTEE – NEW BUSINESS

RES. 07-83 Approval To Establish A Video Service Provider Fee

Motion by Mr. Buck, seconded by Mr. Rice, for the approval to establish a video service provider fee that is calculated by applying a video service provider fee percentage of three percent to the video service provider's gross revenues as defined in Section 1332.32(B) of the Video Law. Unanimously approved. Motion passed. See attached.

RES. 07-84 Approval Of 2008 Temporary Appropriations

Motion by Mr. Buck, seconded by Mr. Rice, for the approval of the 2008 Temporary Appropriations totaling \$13,123,550. Unanimously approved. Motion passed. See attached for detail.

RES. 07-85 Approval To Pay Elected Officials In 2008

Motion by Mr. Rice, seconded by Mr. Buck to pay the Township Trustees and Fiscal Officer in accordance with compensation established by Ohio Revised Code sections 505.24 and 507.09 for townships with a budget greater than \$10,000,000. Unanimously approved. Motion passed. See attached.

RES. 07-86 Approval To Pay Fiscal Officer For Cemetery Deed Preparation

Motion by Mr. Buck, Seconded by Mr. Rice, for the approval to pay the Fiscal Officer \$250 for the preparation of cemetery deeds in 2008. Unanimously approved. Motion passed. See attached.

RES. 07-87 Approval Of Continuation Of United Healthcare Medical Coverage

Motion by Mr. Buck, seconded by Mr. Rice, for the approval to continue medical insurance coverage for 2008 with United Healthcare. Unanimously approved. Motion passed. See attached.

RES. 07-88 Approval To Provide Medical, Dental, Vision And Life Insurance To Newly Elected Officials

Motion by Mr. Buck, seconded by Mr. Rice, for the approval to provide medical, dental, vision, and life insurance benefits to Trustee Cope and Fiscal Officer Miles. Unanimously approved. Motion passed. See attached.

RES. 07-89 Approval To Obtain Bond For New Trustee

Motion by Mr. Buck, seconded by Mr. Rice to obtain a bond for Trustee Cope in the amount of \$10,000. Unanimously approved. Motion passed. See attached.

RES. 07-90 Approval To Execute OTARMA Contract For Insurance For 2008

Motion by Mr. Buck, seconded by Mr. Rice, to resolve that the Fiscal Officer be authorized to contract with OTARMA for property, liability, and construction risk insurance for 2008. Unanimously approved. Motion passed. See attached.

RES. 07-91 Approval Of Trustee Meeting Schedule For 2008

Motion by Mr. Buck, seconded by Mr. Rice, to approve the regular scheduled meetings of the Norwich Township Trustees for 2008. Unanimously approved. Motion passed. See attached.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
4164 AVERY ROAD, HILLIARD, OHIO
Held **December 27, 2007**

RES. 07-92 Approval To Continue Fire Dept. Wellness Program

Motion by Mr. Buck, seconded by Mr. Rice, to approve the continuance of the Fire Dept. wellness program at an approximate cost of \$104,000. Unanimously approved. Motion passed.

RES. 07-93 Approval of Trustee Meeting Minutes for 12/10/07

Motion by Mr. Rice, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for December 10, 2007. Unanimously approved. Motion passed. Mr. Earman noted that January 2, 2007 meeting has been changed to January 3, 2007.

Meeting of December 27, 2007 adjourned at approximately 10:55 a.m.

Handwritten signature of Mr. Larry Earman in cursive script.

Mr. Larry Earman, Chairman

Handwritten signature of Jamie Miles in cursive script.

Jamie Miles, Fiscal Officer

**NORWICH TOWNSHIP
RESOLUTION 07-83
VIDEO SERVICE PROVIDER FEE**

Whereas, the Ohio General Assembly enacted Sections 1332.21 through 1332.34 of the Ohio Revised Code, effective September 24, 2007, to provide a statewide "uniform regulatory framework" for the provision of cable television and / or other video service (the "Video Law"); and

Whereas, under the Video Law a video service provider that is providing video service to subscribers in the Township pursuant to a state-issued video service authorization must pay the Township a video service provider fee ("VSP Fee") based on a percentage of the provider's gross revenues received from providing video service in the Township, not to exceed five percent (5%) of such gross revenues: and

Whereas, the Video Law requires that the percentage of gross revenues on which the VSP Fees are paid must be the same as the percentage of gross revenues that a cable operator pays pursuant to a franchise agreement that is in effect in the Township (the "VSP Fee Percentage"), which is currently three percent (3%), and

Whereas, the Video Law further requires the City to provide a video service provider with written notice of the VSP Fee Percentage within ten (10) days of receiving notice from the video service provider, pursuant to R.C. 1332.27(A), that it will begin offering service in the Township: and

Whereas, in order to provide timely notice to a video service provider of the VSP Fee Percentage, it is necessary for this Norwich Township Board of Trustees (i) to establish the VSP Fee Percentage; and (ii) to authorize the Fiscal Officer to provide the appropriate notice of the VSP Fee Percentage to a video service provider within ten (10) days of the Township receiving notice that a video service provider will begin service in the Township.

Now therefore, be it resolved, that this Norwich Township Board of Trustees hereby establishes a VSP Fee that is calculated by applying a VSP Fee Percentage of three percent (3%) to the video service provider's gross revenues as defined in Section 1332.32(B) of the Video Law. All video service providers and cable television operators providing video service in the Township shall apply the VSP Fee Percentage against gross revenues as defined in the Video Law. The VSP Fee shall be paid by each video service provider providing service in the Township on a quarterly basis not later than sixty (60) days after the end of each calendar quarter. R.C. 1332.32(A). The Fiscal Officer is authorized and directed to provide any video service provider with notice of the VSP Fee Percentage as determined by this Board of Trustees above, which notice shall be given by certified mail, upon receipt of notice from such video service provider that it will begin providing video service in Norwich Township pursuant to a state-issued video service authorization. That all formal actions of the Norwich Township Board of Trustees concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board of Trustees, and all deliberations of this Board that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Moved by: Mr. Buck Voting:
Second by: Mr. Rice

| | |
|--------------|------------|
| Chuck Buck | <u>Yea</u> |
| Larry Earman | <u>Yea</u> |
| Jim Rice | <u>Yea</u> |

Adopted this 27th day of December, 2007

**NORWICH TOWNSHIP
RESOLUTION 07-84
TEMPORARY APPROPRIATIONS FOR 2008**

Whereas the Township anticipates having sufficient carry over funds and revenue in 2008 to operate the Township functions, and

Whereas the Ohio revised code requires the Township to appropriate funds prior to incurring expenses related to 2008,

Now therefore, be it resolved that the following temporary appropriations are approved for 2008:

| | Total | Payroll & Benefits | Other | Capital Improvements | Transfers Out |
|-----------------------|---------------------|-----------------------|--------------------|-------------------------|------------------|
| General Fund | \$1,046,600 | \$340,100 | \$256,500 | \$50,000 | \$400,000 |
| Fire District Fund | \$10,910,600 | \$9,772,600 | \$768,000 | \$370,000 | \$0 |
| Police District Fund | \$326,900 | \$0 | \$326,900 | \$0 | \$0 |
| Cemetery Fund | \$548,450 | \$393,850 | \$54,600 | \$100,000 | \$0 |
| Gas Tax Fund | \$260,000 | \$0 | \$260,000 | \$0 | \$0 |
| Motor Vehicle Fund | \$31,000 | \$0 | \$31,000 | \$0 | \$0 |
| Merris Weiler Fund | \$0 | \$0 | \$0 | \$0 | \$0 |
| Cemetery Bequest Fund | \$0 | \$0 | \$0 | \$0 | \$0 |
| | <u>\$13,123,550</u> | <u>\$10,506,550</u> | <u>\$1,697,000</u> | <u>\$520,000</u> | <u>\$400,000</u> |

Moved by:
Second by:

Mr. Buck
Mr. Rice

Voting:

Chuck Buck Yea
Larry Earman Yea
Jim Rice Yea

Adopted this 27th day of December, 2007

**NORWICH TOWNSHIP
TEMPORARY APPROPRIATIONS 2008**

| | Total | | General | | Fire District | | Motor Vehicle License | | Gasoline Tax | | Cemetery | | Police District | | Merris Weiler Fund | | Cemetery F |
|--|----------------------|----------------------|----------------------|---------------------|----------------------|----------------------|-----------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|----------------|----------------|
| | Budget 2007 | Budget 2008 | Budget 2007 | Budget 2008 | Budget 2007 | Budget 2008 | Budget 2007 | Budget 2008 | Budget 2007 | Budget 2008 | Budget 2007 | Budget 2008 | Budget 2007 | Budget 2008 | Budget 2007 | Budget 2008 | Budget 2007 |
| EXPENSES PAYROLL: | | | | | | | | | | | | | | | | | |
| 111 Salaries Trustees | 61,000.00 | 61,800.00 | 61,000.00 | 61,800.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 121 Salary Township Fiscal Officer | 45,250.00 | 28,450.00 | 45,000.00 | 28,200.00 | 0.00 | | 0.00 | | 0.00 | | 250.00 | 250.00 | 0.00 | | 0.00 | | 0.00 |
| 190 Salaries Other | 6,650,000.00 | 6,902,000.00 | 20,000.00 | 127,000.00 | 6,400,000.00 | 6,500,000.00 | 0.00 | | 0.00 | | 230,000.00 | 275,000.00 | 0.00 | | 0.00 | | 0.00 |
| 190 Salaries Other | 0.00 | 60,000.00 | | | | 60,000.00 | | | 0.00 | | | | | | | | |
| 211 Ohio Public Employees Retirement System | 57,500.00 | 77,400.00 | 18,500.00 | 30,400.00 | 6,000.00 | 8,400.00 | 0.00 | | 0.00 | | 33,000.00 | 38,800.00 | 0.00 | | 0.00 | | 0.00 |
| 212 Social Security | 200.00 | 0.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 200.00 | | 0.00 | | 0.00 | | 0.00 |
| 213 Medicare | 98,500.00 | 102,400.00 | 2,000.00 | 3,200.00 | 93,000.00 | 95,200.00 | 0.00 | | 0.00 | | 3,500.00 | 4,000.00 | 0.00 | | 0.00 | | 0.00 |
| 215 Ohio Police and Fire Pension Fund | 1,500,000.00 | 1,560,000.00 | 0.00 | | 1,500,000.00 | 1,580,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 221 Medical / Hospitalization | 904,000.00 | 1,047,000.00 | 45,000.00 | 60,000.00 | 825,000.00 | 948,000.00 | 0.00 | | 0.00 | | 34,000.00 | 39,000.00 | 0.00 | | 0.00 | | 0.00 |
| 222 Life Insurance | 24,000.00 | 24,000.00 | 1,000.00 | 1,000.00 | 22,000.00 | 22,000.00 | 0.00 | | 0.00 | | 1,000.00 | 1,000.00 | 0.00 | | 0.00 | | 0.00 |
| 223 Dental Insurance | 110,000.00 | 107,000.00 | 5,000.00 | 10,000.00 | 98,000.00 | 90,000.00 | 0.00 | | 0.00 | | 7,000.00 | 7,000.00 | 0.00 | | 0.00 | | 0.00 |
| 224 Vision Insurance | 20,000.00 | 19,000.00 | 3,000.00 | 3,000.00 | 15,000.00 | 14,000.00 | 0.00 | | 0.00 | | 2,000.00 | 2,000.00 | 0.00 | | 0.00 | | 0.00 |
| 230 Workers' Compensation | 163,900.00 | 179,500.00 | 2,800.00 | 3,500.00 | 155,500.00 | 170,000.00 | 0.00 | | 0.00 | | 5,600.00 | 6,000.00 | 0.00 | | 0.00 | | 0.00 |
| 251 Uniform, Tool and Equip Reimbursements | 87,000.00 | 88,000.00 | 0.00 | | 86,000.00 | 85,000.00 | 0.00 | | 0.00 | | 1,000.00 | 1,000.00 | 0.00 | | 0.00 | | 0.00 |
| 290 A Other Employee Fringe Benefits | 137,000.00 | 132,000.00 | 12,000.00 | 12,000.00 | 125,000.00 | 120,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 290 B Contingency | 0.00 | 120,000.00 | | | | 100,000.00 | | | | | 0.00 | 20,000.00 | | | | | |
| | <u>9,858,350.00</u> | <u>10,506,550.00</u> | <u>215,300.00</u> | <u>340,100.00</u> | <u>9,325,500.00</u> | <u>9,772,600.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>317,550.00</u> | <u>393,850.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| EXPENSES OTHER: | | | | | | | | | | | | | | | | | |
| 311 Accounting and Legal | 80,000.00 | 80,000.00 | 35,000.00 | 35,000.00 | 45,000.00 | 25,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 312 Auditing Services | 5,300.00 | 0.00 | 5,300.00 | 0.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 313 Uniform Accounting Network Fees | 9,000.00 | 9,000.00 | 9,000.00 | 9,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 314 Property Tax Collection Fees | 164,700.00 | 170,000.00 | 60,000.00 | 60,000.00 | 100,000.00 | 105,000.00 | 0.00 | | 0.00 | | 0.00 | | 4,700.00 | 5,000.00 | 0.00 | | 0.00 |
| 318 Training Services | 47,500.00 | 47,500.00 | 500.00 | 500.00 | 47,000.00 | 47,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 319 Other Professional Services | 43,000.00 | 43,000.00 | 23,000.00 | 23,000.00 | 20,000.00 | 20,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 323 Repairs and Maintenance (Building & Equip) | 480,000.00 | 461,000.00 | 0.00 | | 178,000.00 | 160,000.00 | 32,000.00 | 31,000.00 | 222,000.00 | 240,000.00 | 48,000.00 | 30,000.00 | 0.00 | | 0.00 | | 0.00 |
| 330 Travel and Meeting Expense | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 341 Telephone | 52,000.00 | 50,000.00 | 0.00 | | 52,000.00 | 50,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 342 Postage | 6,000.00 | 4,000.00 | 6,000.00 | 4,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 343 Postage Machine Rental | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 346 Advertising | 6,200.00 | 6,000.00 | 6,200.00 | 6,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 349 Other - Communications, Printing and Advertising | 23,500.00 | 22,000.00 | 8,500.00 | 10,000.00 | 15,000.00 | 12,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 351 Electricity | 45,600.00 | 47,600.00 | 0.00 | | 43,000.00 | 45,000.00 | 0.00 | | 0.00 | | 2,500.00 | 2,600.00 | 0.00 | | 0.00 | | 0.00 |
| 352 Water and Sewage | 12,000.00 | 12,000.00 | 0.00 | | 12,000.00 | 12,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 353 Natural Gas | 30,000.00 | 23,000.00 | 0.00 | | 27,000.00 | 20,000.00 | 0.00 | | 0.00 | | 3,000.00 | 3,000.00 | 0.00 | | 0.00 | | 0.00 |
| 359 Other Utilities | 4,000.00 | 4,000.00 | 0.00 | | 4,000.00 | 4,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 370 Payment to Other Political Subdivision (Police) | 293,000.00 | 321,900.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 293,000.00 | 321,900.00 | 0.00 | | 0.00 |
| 381 Property Insurance Premiums | 36,000.00 | 36,000.00 | 2,000.00 | 2,000.00 | 30,000.00 | 30,000.00 | 0.00 | | 0.00 | | 4,000.00 | 4,000.00 | 0.00 | | 0.00 | | 0.00 |
| 382 Liability Insurance Premiums | 33,000.00 | 33,000.00 | 20,000.00 | 20,000.00 | 10,000.00 | 10,000.00 | 0.00 | | 0.00 | | 3,000.00 | 3,000.00 | 0.00 | | 0.00 | | 0.00 |
| 410 Office Supplies | 24,000.00 | 23,000.00 | 5,000.00 | 5,000.00 | 19,000.00 | 18,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 420 Operating Supplies | 130,000.00 | 113,000.00 | 0.00 | | 112,000.00 | 100,000.00 | 0.00 | | 15,000.00 | 10,000.00 | 3,000.00 | 3,000.00 | 0.00 | | 0.00 | | 0.00 |
| 430 Small Tools and Minor Equipment | 23,000.00 | 16,000.00 | 0.00 | | 20,000.00 | 15,000.00 | 0.00 | | 0.00 | | 3,000.00 | 1,000.00 | 0.00 | | 0.00 | | 0.00 |
| 490 Other Supplies and Materials (Gas & Diesel) | 79,600.00 | 71,000.00 | 0.00 | | 73,600.00 | 65,000.00 | 0.00 | | 0.00 | | 6,000.00 | 6,000.00 | 0.00 | | 0.00 | | 0.00 |
| 510 Dues and Fees | 8,000.00 | 8,000.00 | 3,000.00 | 3,000.00 | 5,000.00 | 5,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 591 Contributions to Other Organizations | 52,300.00 | 55,000.00 | 52,300.00 | 55,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 599 Other - Other Expenses | 3,000.00 | 2,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 3,000.00 | 2,000.00 | 0.00 | | 0.00 | | 0.00 |
| 930 Contingency | 79,650.00 | 55,000.00 | 12,900.00 | 20,000.00 | 49,900.00 | 25,000.00 | 0.00 | | 0.00 | 10,000.00 | 16,850.00 | | 0.00 | | 0.00 | | 0.00 |
| | <u>1,774,350.00</u> | <u>1,697,000.00</u> | <u>252,700.00</u> | <u>256,500.00</u> | <u>862,500.00</u> | <u>768,000.00</u> | <u>32,000.00</u> | <u>31,000.00</u> | <u>237,000.00</u> | <u>260,000.00</u> | <u>92,450.00</u> | <u>54,600.00</u> | <u>297,700.00</u> | <u>326,900.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| EXPENSES CAPITAL IMPROVEMENTS: | | | | | | | | | | | | | | | | | |
| 710 Land | 509,000.00 | 0.00 | 509,000.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 720 Buildings | 10,500,000.00 | 0.00 | 10,500,000.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| 730 Improvement of Sites | 0.00 | 25,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | 25,000.00 | 0.00 | | 0.00 | | 0.00 |
| 740 Machinery, Equipment and Furniture | 75,000.00 | 165,000.00 | 0.00 | 50,000.00 | 30,000.00 | 100,000.00 | 0.00 | | 0.00 | | 45,000.00 | 15,000.00 | 0.00 | | 0.00 | | 0.00 |
| 750 Motor Vehicles | 625,000.00 | 295,000.00 | 0.00 | | 625,000.00 | 235,000.00 | 0.00 | | 0.00 | | 0.00 | 60,000.00 | 0.00 | | 0.00 | | 0.00 |
| 790 Other Capital Outlay | 40,000.00 | 35,000.00 | 0.00 | | 40,000.00 | 35,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| | <u>11,749,000.00</u> | <u>520,000.00</u> | <u>11,009,000.00</u> | <u>50,000.00</u> | <u>695,000.00</u> | <u>370,000.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>45,000.00</u> | <u>100,000.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| TRANSFERS OUT: | | | | | | | | | | | | | | | | | |
| 910 Transfers Out (1) | 313,000.00 | 400,000.00 | 313,000.00 | 400,000.00 | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 |
| | <u>313,000.00</u> | <u>400,000.00</u> | <u>313,000.00</u> | <u>400,000.00</u> | <u>0.00</u> | | <u>0.00</u> | | <u>0.00</u> | | <u>0.00</u> | | <u>0.00</u> | | <u>0.00</u> | | <u>0.00</u> |
| Total | <u>23,694,700.00</u> | <u>13,123,550.00</u> | <u>11,790,000.00</u> | <u>1,046,600.00</u> | <u>10,883,000.00</u> | <u>10,910,600.00</u> | <u>32,000.00</u> | <u>31,000.00</u> | <u>237,000.00</u> | <u>260,000.00</u> | <u>455,000.00</u> | <u>548,450.00</u> | <u>297,700.00</u> | <u>326,900.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| 11-30-07 cash | | | | | | | | | | | | | | | | | |
| SUMMARY: | | | | | | | | | | | | | | | | | |
| PAYROLL | 9,858,350.00 | 10,506,550.00 | 215,300.00 | 340,100.00 | 9,325,500.00 | 9,772,600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 317,550.00 | 393,850.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| OTHER | 1,774,350.00 | 1,697,000.00 | 252,700.00 | 256,500.00 | 862,500.00 | 768,000.00 | 32,000.00 | 31,000.00 | 237,000.00 | 260,000.00 | 92,450.00 | 54,600.00 | 297,700.00 | 326,900.00 | 0.00 | 0.00 | 0.00 |
| CAPITAL IMPROVEMENTS | 11,749,000.00 | 520,000.00 | 11,009,000.00 | 50,000.00 | 695,000.00 | 370,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 45,000.00 | 100,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TRANSFERS OUT | 313,000.00 | 400,000.00 | 313,000.00 | 400,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | <u>23,694,700.00</u> | <u>13,123,550.00</u> | <u>11,790,000.00</u> | <u>1,046,600.00</u> | <u>10,883,000.00</u> | <u>10,910,600.00</u> | <u>32,000.00</u> | <u>31,000.00</u> | <u>237,000.00</u> | <u>260,000.00</u> | <u>455,000.00</u> | <u>548,450.00</u> | <u>297,700.00</u> | <u>326,900.00</u> | <u>0.00</u> | <u>0.00</u> | <u>7.00</u> |

**NORWICH TOWNSHIP
RESOLUTION 07-85
APPROVAL TO PAY ELECTED OFFICIALS IN 2008**

Whereas Mr. Buck and Mr. Earman continue in their elected positions as trustee in 2008, and

Whereas Mr. Michael Cope has been elected to serve as trustee beginning January 1, 2008, and

Whereas Ms. Jamie Miles has been elected to serve as Norwich Township Fiscal Officer, beginning in 2008, and

Whereas the Ohio Revised Code sections 505.24 and 507.09 specify the maximum salaries allowed for the positions of trustee and fiscal officer,

Now therefore, be it resolved that the salary for trustees be based upon the Ohio Revised Code for townships with a budget of greater than \$10,000,000 for 2008, and that they be paid for the maximum of 200 days, with payment made monthly in the amount of \$1,714.00.

And be it resolved that the salary for the Fiscal Officer be based upon the Ohio Revised Code for townships with a budget of greater than \$10,000,000 for 2008, which is \$28,176 per year.

Moved by:

Second by:

Mr. Rice

Mr. Buck

Voting:

Chuck Buck

Yea

Larry Earman

Yea

Jim Rice

Yea

Adopted this 27th day of December, 2007

**NORWICH TOWNSHIP
RESOLUTION 07-86
APPROVAL TO PAY FISCAL OFFICER FOR CEMETERY DEED PREPARATION**

Whereas the Norwich Township Fiscal Officer prepares the deeds for the sale of cemetery lots.

Now therefore, be it resolved that the Fiscal Officer be paid the amount of \$250 for preparation of cemetery deeds in 2008.

Moved by: Mr. Buck
Second by: Mr. Rice

Voting:

| | |
|--------------|------------|
| Chuck Buck | <u>Yea</u> |
| Larry Earman | <u>Yea</u> |
| Jim Rice | <u>Yea</u> |

Adopted this 27th day of December, 2007

**NORWICH TOWNSHIP
RESOLUTION 07-87
CONTINUATION OF UNITED HEALTH CARE MEDICAL COVERAGE**

Whereas Norwich Township has obtained two offers for medical insurance coverage effective February 1, 2008, through January 31, 2009, from the four companies requested to quote, and

Whereas United Health Care was the only company to respond with benefits equal to the current policy, and has agreed to remove the ACN (Chiropractic prior approval),

Now therefore, be it resolved that United Health Care be awarded the contract for medical insurance for the period from February 1, 2008, through January 31, 2009, at a cost of \$360.99 per month for employee only coverage and \$992.70 for family coverage, which is a 12.9% increase over the current cost.

Moved by:

Second by:

Mr. Buck
Mr. Rice

Voting:

Chuck Buck Yea
Larry Earman Yea
Jim Rice Yea

Adopted this 27th day of December, 2007

**NORWICH TOWNSHIP
RESOLUTION 07-88
APPROVAL TO PROVIDE MEDICAL, DENTAL, VISION AND LIFE INSURANCE
TO NEWLY ELECTED OFFICIALS**

Whereas Mr. Michael Cope has been elected to serve as trustee beginning January 1, 2008, and

Whereas Ms. Jamie Miles has been elected to serve as Norwich Township Fiscal Officer,
beginning in 2008,

Now therefore, be it resolved that medical dental, vision and life insurance benefits be provided to
Mr. Cope and Ms. Miles.

Moved by: Mr. Buck
Second by: Mr. Rice

Voting:

| | |
|--------------|------------|
| Chuck Buck | <u>Yea</u> |
| Larry Earman | <u>Yea</u> |
| Jim Rice | <u>Yea</u> |

Adopted this 27th day of December, 2007

**NORWICH TOWNSHIP
RESOLUTION 07-89
APPROVAL OF OBTAINING BOND FOR NEW TRUSTEE**

Whereas Mr. Michael Cope has been elected to serve as trustee beginning January 1, 2008, and

Whereas, Norwich Township must bond Mr. Cope prior to his taking office,

Now therefore, be it resolved that the Fiscal Officer is instructed to obtain a bond for Mr. Cope in the amount of \$10,000.

Moved by:

Second by:

Mr. Buck

Mr. Rice

Voting:

Chuck Buck

Larry Earman

Jim Rice

Yea

Yea

Yea

Adopted this 27th day of December, 2007

**NORWICH TOWNSHIP
RESOLUTION 07-90
APPROVAL TO EXECUTE OTARMA CONTRACT FOR INSURANCE FOR 2008**

Whereas Norwich Township has contracted with the Ohio Township Association Risk Management Authority (OTARMA) in the past, and

Whereas Norwich Township desires to continue to contract with OTARMA for property and liability and construction risk insurance, and

Whereas OTARMA has a program in place to pay for obtaining the driving records of the Township employees at no cost to the Township,

Now therefore, be it resolved that the Fiscal Officer be authorized to contract with OTARMA for property, liability and construction risk insurance for 2008,

And further resolved that the Fire Chief be authorized to obtain the driving records of all employee under the OTARMA program.

Moved by: Mr. Buck
Second by: Mr. Rice

Voting:
Chuck Buck Yea
Larry Earman Yea
Jim Rice Yea

Adopted this 27th day of December, 2007

**NORWICH TOWNSHIP
RESOLUTION 07-91
APPROVAL OF TRUSTEE MEETING SCHEDULE FOR 2008**

Resolved that the schedule regularly scheduled meetings of the Norwich Township Trustees for 2008 be as follows:

| | | | |
|-------------|---------|------------|---------------------------------------|
| 03-Jan-2008 | Monday | 6:30 PM | |
| 22-Jan-2008 | Tuesday | 6:30 PM | Monday is Martin Luther King, Jr. day |
| 04-Feb-2008 | Monday | 12:00 noon | |
| 19-Feb-2008 | Tuesday | 6:30 PM | Monday is President's day |
| 03-Mar-2008 | Monday | 12:00 noon | |
| 17-Mar-2008 | Monday | 6:30 PM | |
| 07-Apr-2008 | Monday | 12:00 noon | |
| 21-Apr-2008 | Monday | 6:30 PM | |
| 05-May-2008 | Monday | 12:00 noon | |
| 19-May-2008 | Monday | 6:30 PM | |
| 02-Jun-2008 | Monday | 12:00 noon | |
| 16-Jun-2008 | Monday | 6:30 PM | |
| 07-Jul-2008 | Monday | 12:00 noon | |
| 21-Jul-2008 | Monday | 6:30 PM | |
| 04-Aug-2008 | Monday | 12:00 noon | |
| 18-Aug-2008 | Monday | 6:30 PM | |
| 02-Sep-2008 | Tuesday | 12:00 noon | Monday is Labor Day |
| 15-Sep-2008 | Monday | 6:30 PM | |
| 06-Oct-2008 | Monday | 12:00 noon | |
| 20-Oct-2008 | Monday | 6:30 PM | |
| 03-Nov-2008 | Monday | 12:00 noon | |
| 17-Nov-2008 | Monday | 6:30 PM | |
| 01-Dec-2008 | Monday | 12:00 noon | |
| 15-Dec-2008 | Monday | 6:30 PM | |

Moved by:

Second by:

Mr. Buck
Mr. Rice

Voting:

Chuck Buck

Larry Earman

Jim Rice

Yes
Yes
Yes

Adopted this 27th day of December, 2007