



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **November 19, 2019**

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

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

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

AGENDA ADDITIONS

Chief Warren requested to add approval of Lieutenant Sorge resignation.

PUBLIC PARTICIPATION - None

Approval of Trustee Meeting Minutes for 11/05/19

Motion by Mr. Roberts, seconded by Mr. Buck, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on November 5, 2019.

Vote: Buck-Yes Earman- Yes Roberts- Yes Motion passed - #191119.01

Approval of Trustee Meeting Minutes for 11/12/19

Motion by Mr. Roberts, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on November 12, 2019.

Vote: Buck-Abstain Earman- Yes Roberts- Yes Motion passed - #191119.02

POLICE DEPARTMENT

Chief Fisher had nothing to report. Mr. Buck stated that he was disappointed that the Veteran’s Day parade was canceled due to weather but was looking forward to Chief Fisher being the parade grand marshal next year.

FIRE DEPARTMENT

Mr. Jay Somerville, Director of NRECC, thanked the Board for their trust and partnership over the last three years. Mr. Somerville reported that the City of Worthington is to become the fourth agency to join NRECC. In order to ensure a stable transition without impact to service levels for current partners, the Worthington Fire Department is planned to go live in July 2020. Then the Worthington Police Department will go live the day after Labor Day 2020. Mr. Somerville recapped the need to re-align supervisory positions within the unit which includes adding four positions. He noted that Worthington paid out right for two of these positions. The cost of the other two positions will be spread across all partners. Mr. Earman confirmed that currently there are eight positions of which seven are staffed. Mr. Somerville confirmed this and stated that after adding the new positions, there would be twelve work stations with nine to ten staffed. Mr. Buck thought that taking on new agencies would reduce our costs which is not the case. Also, given the 4 percent increase, the cost of living is not 4 percent, so Mr. Buck is very disappointed. Mr. Somerville noted that this is an unusual



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year given the increase, however, over the life of the contract the increase average is 2.25 percent per year. The Board thanked Mr. Somerville for attending the meeting and moved forward with approval of the 2020 contract.

Approval of 2020 Dispatching Costs Outlined in Exhibit A

Motion by Mr. Roberts, seconded by Mr. Earman, for approval of the updated costs outlined in Exhibit A totaling \$411,589 for contracted dispatching services with the City of Dublin NRECC for 2020.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #191119.03

Chief Warren requested approval to accept the resignation of Firefighter Clay Crow. Mr. Roberts noted that Clay is one of the best EMS guys in our organization and he will be missed. Chief Warren recapped the revisions to the fire department storage building project. The revisions included reducing from seven bays to five bays and eliminating the parking lot project to the east. The engineer's have confirmed that proceeding with concrete instead of blacktop is the better option. Mr. Roberts asked if there were other changes. Chief Warren said that the engineer's looked at the curb cut but there would be no changes. Mr. Roberts recommends removing the restroom for further cost reduction. Mr. Earman suggested moving forward with the previous changes and see where the bid costs come in at.

Approval of Firefighter Crow Retirement

Motion by Mr. Buck, seconded by Mr. Roberts, for approval of the retirement of Firefighter Clay Crow effective January 6, 2020 at 0800 hours.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #191119.04

Lieutenant George Sorge addressed the Board regarding his resignation request. He will be joining the Westerville Fire Department as the Deputy Fire Chief. While this is a great opportunity, he is very thankful for everything that Norwich Township has provided to him and his family over the last 19 ½ years. The Board thanked Lt. Sorge for his dedication to the Department and wished him much success.

Approval of Lieutenant Sorge Resignation

Motion by Mr. Roberts, seconded by Mr. Buck, for approval of the resignation of Lieutenant George Sorge effective December 2, 2019 at 0700 hours.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #191119.05

Chief Warren requested approval to promote Shane Gavin to back fill the Lieutenant position due to Lieutenant Sorge's resignation. This is based upon the current departmental promotional listing.

Approval to Promote Gavin to Lieutenant

Motion by Mr. Buck, seconded by Mr. Roberts, for approval to promote Firefighter Shane Gavin to the position of Lieutenant effective December 2, 2019.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #191119.06



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CEMETERY & ROAD DEPARTMENT

Mr. Thomas reported that they have been working on grinding stumps in the right-of-way and at the Cemetery. The 2020 dump truck has been undercoated. With last week's snow fall, all equipment is confirmed to be in working order.

FISCAL OFFICE

Mrs. Miles provided the October Credit Card Transaction Reporting to Mr. Earman for review and attestation.

TOWNSHIP ADMINISTRATION - None

Mrs. Fisher requested approval of a two-year contract with MetLife for life insurance coverage. The Board approved a resolution for a street lighting policy. Mrs. Fisher requested approval to add a street light at the intersection of Valley Crest Drive and Shady Brook Lane. In addition, she requested approval to add a street light at the end of the cul-de-sac on Shady Brook Lane. Mrs. Fisher reported that the previously approved light fixtures have been installed on the Norwich Pavilion. There is still a need for one additional light fixture to be installed. Mr. Roberts agreed that this was needed. Mrs. Fisher requested approval to add the additional light fixture. Open Enrollment for healthcare coverage begins today and sessions will be held tomorrow and Thursday. The medical, dental, and vision premiums remain unchanged for 2020. The property at 5800 Renner Road, which has been a nuisance property in the past, is currently being renovated and is expected to be placed on the market to sell. Mr. Roberts asked if there was an update on the Braidwood property. Mrs. Fisher reported that there were some violations; the local owner is planning to sell the property in early Spring.

Approval of MetLife Insurance Contract

Motion by Mr. Buck, seconded by Mr. Roberts, for approval to accept a two-year contract with MetLife Life Insurance for the employer life insurance coverage of \$100,000 for employees and \$50,000 for elected officials with an effective date of January 1, 2020 and a monthly premium cost of \$1,508.16. The contract ends December 31, 2021 and this is an annual cost savings of \$1,100.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #191119.07

Approval of Street Lighting Resolution

Motion by Mr. Buck, seconded by Mr. Roberts, for approval of *A Resolution Establishing the Norwich Township Board of Trustees Intent to Adding a Street Lights by Request Along Township Roadways.*

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #191119.08

Approval of Valley Crest and Shady Brook Street Light

Motion by Mr. Buck, seconded by Mr. Roberts, for approval to add an intersection street light through AEP at the intersection of Valley Crest Drive and Shady Brook Lane, totaling \$14.51 per month.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #191119.09



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Approval of Shady Brook Street Light

Motion by Mr. Roberts, seconded by Mr. Buck, for approval to add a street light at the end of the cul-de-sac of Shady Brook Lane, totaling \$14.51 per month. This will be through AEP.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #191119.10

Approval of Norwich Pavilion Additional Light Fixture

Motion by Mr. Roberts, seconded by Mr. Buck, for approval to add one additional ornamental light fixture to the Norwich Pavilion with Ryco Electric, totaling \$1,245.00.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #191119.11

TRUSTEE-OLD BUSINESS - None

TRUSTEE-NEW BUSINESS

Mr. Earman asked if there were any changes to the purchasing policy as he attempted to re-write. He asked if staff had any input on the purchasing policy, there was none. Mr. Buck stated that he feels strongly about buying local and believes that the Township should be doing so. Mrs. Miles stated that this isn't so much of a change but rather a formalization of a policy considering this is the premise of how the Township has operated in the past.

Approval of a Purchasing Policy

Motion by Mr. Buck, seconded by Mr. Roberts, for approval of a purchasing policy.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #191119.12

Motion by Mr. Roberts, seconded by Mr. Buck to adjourn from the regular meeting at 12:30 PM.

Vote: Buck- Yes Earman- Yes Roberts- Yes



Larry Earman, Chairman



Jamie Miles, Fiscal Officer