



NORWICH TOWNSHIP

RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
5181 NORTHWEST PARKWAY, HILLIARD, OHIO
Held **February 4, 2020**

The meeting was called to order at 6:00 pm by Chairman Tim Roberts.

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

Also Present - **Jamie Fisher, Township Administrator**
Jeff Warren, Fire Chief
Robbie Thomas, Cemetery Sexton/Road Superintendent
Jamie Miles, Fiscal Officer

AGENDA ADDITIONS – None

PUBLIC PARTICIPATION – None

Approval of Trustee Meeting Minutes for 1/7/2020

Motion by Mr. Earman, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on January 7, 2020.

Vote: Buck-Absent Earman- Yes Roberts- Yes Motion passed - #200204.03

Mr. Roberts tabled approval of the January 19, 2020 and January 23, 2020 special meeting minutes until the March 3rd trustee meeting due to Mr. Buck being absent.

POLICE DEPARTMENT - None

FIRE DEPARTMENT

Chief Warren requested approval of the following items:

Approval of Firefighter Hayes Retirement

Motion by Mr. Roberts, seconded by Mr. Earman, for approval to accept the retirement of Firefighter Drew Hayes effective March 3, 2020.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #200204.04

Approval of Sutphen Pumper

Motion by Mr. Earman, seconded by Mr. Roberts, for approval to purchase a new Sutphen Custom Pumper for \$513,000. This is a state contract price.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #200204.05

Approval of Sutphen Clause

Motion by Mr. Earman, seconded by Mr. Roberts, for approval of the Late Delivery and Damages Clause for the Sutphen Custom Pumper purchase.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #200204.06



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Chief Warren will schedule interviews with the Board for 5 pm on March 3rd. He reviewed the 2019 Activity Report. The Department had a 120-run increase for 2019. He reviewed the Three Year Mutual Aid Trend and noted that we were on the beneficial end of mutual aid response. The busiest service day for Norwich Township is Tuesday.

CEMETERY & ROAD DEPARTMENT

Mr. Thomas requested approval of the following items:

Approval of Z Sprayer

Motion by Mr. Earman, seconded by Mr. Roberts, for approval to purchase a Z sprayer model ZS4630 from Hilliard Lawn & Garden for a total of \$13,099.00. This item was included in the 2020 Budget.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #200204.07

Approval of VG Stand on Blower

Motion by Mr. Earman, seconded by Mr. Roberts, for approval to purchase a VG Stand on Blower model FB-2000 from Hilliard Lawn & Garden for a total of \$10,000.00. This item was included in the 2020 Budget.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #200204.08

Approval of Auger and Bits

Motion by Mr. Earman, seconded by Mr. Roberts, for approval to purchase an Auger drive unit with bits from Bobcat Enterprises for a total of \$3,771.54. This item was included in the 2020 Budget.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #200204.09

Mr. Thomas reported that 40 tons of salt has been hauled in. He will be riding with Franklin County Engineer's this week to review a couple of roads for road work assessment. Mr. Thomas has contacted Duraseal Contractor also. Mrs. Fisher reported that the Cemetery Expansion Pre-Bid meeting was well attended, there were about 7 contractors who attended. The bid opening is scheduled for February 12th.

FISCAL OFFICE

Mrs. Miles provided the January credit card transaction reporting to Mr. Roberts for review and attestation. She reported that the 2019 annual financial report has been submitted and received by the State Auditor's Office. In addition, 1099s and W-2s have been issued.

TOWNSHIP ADMINISTRATION

Mrs. Fisher requested approval of the following:

Approval of Obsolete Property

Motion by Mr. Earman, seconded by Mr. Roberts, for *Approval of a Resolution Declaring Norwich Township Personal Property No Longer Needed for Public Use, Obsolete, Unfit for The Use Acquired, Having No Value, Authorizing Disposal or Salvage Thereof.* Exhibit A Attached.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #200204.10



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Approval of Parallel Technologies 3-Yr Contract

Motion by Mr. Earman, seconded by Mr. Roberts, for approval to authorize the Township Administrator to sign a 3-year phone maintenance agreement with Parallel Technologies, totaling \$7,654.85. a 2020 capital budget item. The amount has increased by \$321.34 due to a missing SIP license and the addition of a Viking door box after the budgetary quote was provided in October 2019.

Vote: Buck-Absent Earman-Yes Roberts-Yes Motion passed - #200204.11

Mrs. Fisher reported that Drug Free Work Place training is scheduled for February 24th, 25th, and March 1. The OTA Winter Conference is this week. Aqua has announced that a consumption cost credit would be applied to resident bills. Mrs. Fisher reported that the Shady Brook intersection lighting is complete and the cul de sac lighting will be finished this week.

TRUSTEE-OLD BUSINESS

Mr. Earman asked when the new Sutphen engine is to be delivered. Chief Warren confirmed that it is scheduled to be delivered March 1st.

TRUSTEE-NEW BUSINESS - None

Motion by Mr. Earman, seconded by Mr. Roberts to adjourn from the regular meeting at 6:21 pm.

Vote: Buck-Absent Earman-Yes Roberts-Yes

Timothy Roberts, Chairman

Jamie Miles, Fiscal Officer

RESOLUTION NO. 200204.10

A RESOLUTION DECLARING NORWICH TOWNSHIP PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE, OBSOLETE, UNFIT FOR THE USE ACQUIRED, HAVING NO VALUE, AUTHORIZING DISPOSAL OR SALVAGE THEREOF

PREAMBLE

WHEREAS, Ohio Revised Code Section 505.10 permits a board of township trustees to discard or salvage personal property that it finds is not needed for public use, is obsolete or unfit for the use for which it was acquired; and

WHEREAS, Norwich Township Board of Trustees (the "Board") desires to authorize the disposal of certain township property that are not needed for public use, are obsolete, unfit for the uses acquired and have no value other than salvage.

RESOLUTION

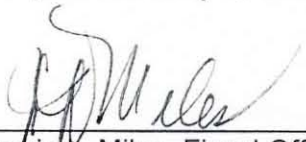
NOW THEREFORE, be it resolved by the Board that the following Resolution be and is hereby adopted:

1. The Board hereby determines that the personal property listed in Exhibit A are not needed for public use, are obsolete and unfit for the use acquired and have no value other than salvage and authorizes the salvage or disposal thereof in accordance with the provisions of Ohio Revised Code 505.10 (A)(7).

2. It is hereby found and determined that all formal actions of the Board concerning and relating to the passage of the resolution were taken in an open meeting for the Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action took place in the meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

3. This Resolution shall take effect and be in force from and after the earliest time provided by law.


Adopted February 4, 2020



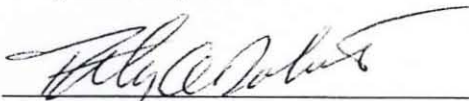
Jamie L. Miles, Fiscal Officer

ADSENT

Charles Wm. Buck, Trustee



Larry Earman, Trustee



Timothy A. Roberts, Trustee



Norwich Township

Franklin County, Ohio

Charles Wm. Buck
Trustee

Larry Earman
Trustee

Tim Roberts
Trustee

Exhibit A

Department: General

IT Equipment

- 9- HP LaserJet M3035 MFP Printers
- 1- HP LaserJet M4345 MFP Printer
- 3- Kyocera M3540idn Printers
- 13- Computer Monitors
- 11- Keyboards
- 11- Computer Towers (without hard drives)
- 5- Laptops
- 14- Laptop Batteries
- 1- ID Printer
- 3- Scanner
- 1- Scanner/Fax Machine
- 1- Phone
- 1- Computer Mouse Device
- 1- Surge Protector
- 8- Printers
- 1- Paper tray
- 1- Toner
- 4- Backup Battery/Power Adapters
- 2- UPS
- 2- Switches
- 8- AP's
- 2- Firewalls
- 1- Sets of Speakers
- 1- Ecabinet
- 1- Disk Drive

Furniture

- 2- Office Dividers
- 18- Office Chairs
- 1- Desk
- 2- Credenzas's
- 1- Book case
- 2- Office Floor Mats

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