



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held

December 6, 2010

The meeting was called to order by Chairman Chuck Buck

Roll Call - **Charles Wm. Buck, Chair – Present**
Michael D. Cope, Vice-Chair – Present
Larry Earman, Trustee – Present

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Wayne Warner, Township Administrator

PUBLIC PARTICIPATION

Terry Thompson with Republic Services addressed the Board with questions concerning the waste collection bidding process. Mr. Warner confirmed that price was not the only factor in awarding the contract but it was a significant factor. The other questions Mr. Thompson had should have been addressed during the pre-bid conference.

POLICE DEPARTMENT

Chief Francis reported that things have been quiet in the Township. The mobile dispatching unit is expected to be up and running within the next few days.

FIRE DEPARTMENT

Chief Long reported that according to the ISO report, the Department's rating moved from a low Class 3 to a high Class 3. The Board discussed the rating classifications and the feasibility of improving upon this rating. Chief Long noted that in 2011, ISO will be issuing a new rating schedule. As part of the smoke detector program, 105 residents received either new smoke detectors or batteries for their smoke detectors. The Board took action to declare the Station 81 bay door an emergency in order for repairs to be completed. Mr. Buck asked about the status of reimbursement of losses from Sutphen. Chief Long indicated that he is trying to get in contact with Mr. Danny Sutphen to further discuss the matter. The Board discussed Hilliard's proposed fire dispatching contract. Mr. Cope noted that he could not get a concrete answer for relief. He requested that a formal letter be sent to Hilliard asking for compensation for the current TIFs that have been passed. After much discussion, the Board took action to approve the fire dispatching contract.

CEMETERY & ROAD DEPARTMENT

Nothing to report. .

FISCAL OFFICE

The November Payment and Charge Registers were provided to the Board. The Board approved the 2011 Permanent Appropriations.



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held 5181 NORTHWEST PARKWAY, HILLIARD, OHIO
December 6, 2010

TOWNSHIP ADMINISTRATION

The Board reviewed the solid waste collection service bids. Mr. Warner recommended that the Township contract with Local Waste for a five year period due to their average rate being the lowest. Mr. Warner confirmed that each proposal was reviewed with legal counsel to ensure that the bid documents were compliant. The board awarded the contract to Local Waste.

TRUSTEE-OLD BUSINESS - none

TRUSTEE-NEW BUSINESS

The Board approved the 2011 meeting schedule.

Approval of Trustee Meeting Minutes for 11/15/10

Motion by Mr. Earman, seconded by Mr. Cope, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting of November 15, 2010. Unanimously approved. Motion passed. #101206.01

Approval of Resolution Declaring a Real and Present Emergency In Connection With The Administration of Emergency Services By The Norwich Township Fire Dept.

Motion by Mr. Earman, seconded by Mr. Cope, for approval of a Resolution Declaring a Real and Present Emergency In Connection With The Administration of Emergency Services By The Norwich Township Fire Department. (see attached) Unanimously approved. Motion passed. #101206.02

Approval to the City of Hilliard's Fire Dispatching Contract

Motion by Mr. Cope, seconded by Mr. Earman, for approval of the contract with the City of Hilliard for fire dispatching services. Unanimously approved. Motion passed. #101206.03

Approval of Formal Request for Relief

Motion by Mr. Cope, seconded by Mr. Earman, to submit a formal request to Hilliard City Council for relief to be considered at a council meeting with a vote and to notify Hilliard that the Township will be looking at bids for dispatching services from other sources. Unanimously approved. Motion passed. #101206.04

Approval of 2011 Permanent Appropriations

Motion by Mr. Earman, seconded by Mr. Cope, for the approval of the 2011 Permanent Appropriations totaling \$15,177,750. Unanimously approved. Motion passed. See attached for detail. #101206.05



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** Meeting
5181 NORTHWEST PARKWAY, HILLIARD, OHIO
Held **December 6, 2010**

Approval of the Solid Waste Collection Services Contract

Motion by Mr. Cope, seconded by Mr. Earman, to approve a Resolution Accepting the Lowest and Best Bid and Authorizing the Execution of a Contract With Local Waste Services for Solid Waste Collection Services Within the Unincorporated Areas of Norwich Township. Mr. Cope voted yes, Mr. Buck voted yes, Mr. Earman voted yes. Motion passed.
#101206.06

Approval of 2011 Trustee Meeting Schedule

Motion by Mr. Cope, seconded by Mr. Earman, for the approval of the 2011 Norwich Township Trustee Meeting Schedule. Unanimously approved. Motion passed. #101206.07

Motion by Mr. Cope, seconded by Mr. Earman, to adjourn the regular meeting of December 6th at 1:03 pm.

Charles Wm. Buck, Chairman

Jamie Miles, Fiscal Officer

NORWICH TOWNSHIP
 RESOLUTION # 101206. 05
 PERMANENT APPROPRIATIONS FOR 2011

Whereas the Township anticipates having sufficient carry over funds and revenue in 2011 to operate the Township functions, and

Whereas the Ohio Revised Code requires the Township to appropriate funds for expenses related to 2011,

Now therefore, be it resolved that the following Permanent Appropriations are approved for 2011:

	Total	Payroll & Benefits	Other	Capital Improvement	Transfers Out
General Fund	\$1,406,100	\$403,500	\$497,600	\$55,000	\$450,000
Motor Vehicle Fund	\$20,000	\$0	\$20,000	\$0	\$0
Gas Tax Fund	\$90,000	\$0	\$90,000	\$0	\$0
Cemetery Fund	\$539,250	\$440,150	\$74,100	\$25,000	\$0
Police District Fund	\$398,650	\$0	\$398,650	\$0	\$0
Fire District Fund	\$11,815,950	\$10,532,150	\$1,097,800	\$186,000	\$0
Fire Rescue, EMS Func	\$907,800	\$427,800	\$145,000	\$335,000	\$0
FEMA Fund	\$0	\$0	\$0	\$0	\$0
	\$15,177,750	\$11,803,600	\$2,323,150	\$601,000	\$450,000

Moved by: LARRY EARMAN
 Second by: MICHAEL D. COPE

Voting:

Chuck Buck YES
 Mike Cope YES
 Larry Earman YES

Adopted this 6th day of December, 2010

RESOLUTION NO. 101200.02

RESOLUTION DECLARING A REAL AND PRESENT EMERGENCY IN CONNECTION WITH THE ADMINISTRATION OF EMERGENCY SERVICES BY THE NORWICH TOWNSHIP FIRE DEPARTMENT

PREAMBLE

WHEREAS, pursuant to Ohio Revised Code Section 505.08, a board of township trustees, after adopting by a unanimous vote a resolution declaring a real and present emergency in connection with the administration of township services or the execution of the duties assigned by law to any officer of a township, may, by resolution, enter into a contract, without bidding or advertising, for the purchase of services, materials, equipment, or supplies needed to meet the emergency if the estimated cost of the contract is less than fifty thousand dollars (\$50,000);

WHEREAS, the area surrounding one of the bay doors (the "Bay Door Surround") of Norwich Township Fire Department Station No. 81 (the "Station") was severely damaged as a result of an accidental collision with a piece of Department equipment (the "Collision"), rendering that bay door (the "Bay Door") inoperable and insecure;

WHEREAS, the proper functioning of the Bay Door is critical to the Department's ability to respond quickly and efficiently to fire and emergency situations within its service area;

WHEREAS, the ability of the Department to fully secure the Station is crucial to the safety and security of valuable Department equipment and supplies;

WHEREAS, the damage to the Bay Door Surround and the inability of the Department to adequately secure the Station from the elements present a risk of further damage to the Station, including its structural elements, and additionally presents a risk to the health, safety, and comfort of the Department's personnel who utilize the Station as their residential quarters while on duty;

WHEREAS, inclement weather associated with the coming winter months carries with it the potential to delay and/or compromising the quality and soundness of repairs to the Bay Door Surround; and

WHEREAS, the estimated costs to repair the Bay Door Surround is approximately \$32,000.

RESOLUTION

NOW THEREFORE, upon motion of LARRY EARMAN, seconded by MICHAEL D. COPE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF NORWICH TOWNSHIP, FRANKLIN COUNTY, OHIO, THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS UNANIMOUSLY ADOPTED:

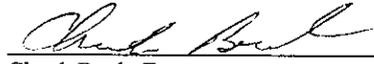
Section 1. The Board hereby declares, for purposes of Ohio Revised Code Section 505.08, that the above-described damage to Norwich Township Fire Department Station No. 81 constitutes a real and present emergency in connection with the administration of fire and emergency services by the Norwich Township Fire Department and that the prompt repair of such damage is critical to the structural integrity of the Station; the safety and security of Department equipment; the health, safety, and comfort of Department personnel; and the safety of all residents in the Department's service area.

Section 2. It is found and determined 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.

Section 3. This Resolution shall be in full force and effect immediately upon its adoption.

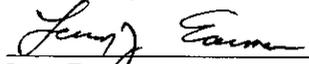
**NORWICH TOWNSHIP
BOARD OF TRUSTEES,
FRANKLIN COUNTY, OHIO**

Adopted: December 10, 2010



Chuck Buck, Trustee

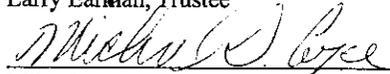
Attest and Certified



Larry Earman, Trustee



Jamie Miles, Township Fiscal Officer



Mike Cope, Trustee

RESOLUTION NO. 102406.06

**RESOLUTION ACCEPTING THE LOWEST AND BEST BID FOR SOLID WASTE
COLLECTION SERVICES WITHIN THE UNINCORPORATED AREAS OF
NORWICH TOWNSHIP AND AUTHORIZING THE EXECUTION OF A CONTRACT
FOR SUCH SERVICES**

PREAMBLE

WHEREAS, pursuant to Ohio Revised Code Section 505.27, the Board of Trustees (the "Board") of Norwich Township, Franklin County, Ohio (the "Township") is authorized to enter into an exclusive contract for trash collection, transportation and disposal of residential solid waste, yard waste and recyclable material within the unincorporated areas of Norwich Township, Franklin County, Ohio; and

WHEREAS, the Board approved the bid specifications and related documents for bids for the Agreement for the Collection, Transportation and Delivery for Disposal or Processing of Residential Solid Waste, Recyclable Materials and Yard Waste (the "Contract") for Norwich Township and further authorized the competitive bidding of the Contract; and

WHEREAS, the Board has advertised and requested bids for such services in accordance with Ohio Revised Code Section 505.27; and

WHEREAS, a pre-bid conference with potential bidders was held on November 16, 2010 in order to clarify and answer any questions regarding the bidding process and bid specifications and related documents; and

WHEREAS, the Township received four bids from potential vendors for the Contract prior to the November 30, 2010, bidding deadline; and

WHEREAS, the entire bidding process was used to achieve the most competitive and best service-oriented price; and

WHEREAS, the Board, has thoroughly reviewed all of the bids and believes that the bid submitted by Local Waste Services, LLC is the lowest and best bid; and

WHEREAS, the Board believes it is in the best interest of the Township to accept the bid from Local Waste Services, LLC and to authorize Township Administrator, Wayne Warner, on behalf of the Board, to enter into an exclusive contract for trash collection, transportation and disposal of residential solid waste, yard waste and recyclable materials within the unincorporated areas of Norwich Township, Franklin County, Ohio.

RESOLUTION

NOW THEREFORE, upon motion of MICHAEL D. COPE, seconded by LARRY EARMAN, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF NORWICH TOWNSHIP, FRANKLIN COUNTY, OHIO, THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:

Section 1. The Board hereby determines that the FIVE year contract bid contained in the Revised Curbside Collection and Optional Carryout Collection Bid Form from Local Waste Services, LLC is the lowest and best bid and the Board hereby accepts and awards the FIVE (5) year term (commencing January 1, 2011), with two (2) optional one (1) year extensions, Contract to Local Waste Services, LLC, as the exclusive hauler for trash collection, transportation and disposal of residential solid waste, yard waste and recyclable materials within the unincorporated areas of Norwich Township, Franklin County, Ohio, at the following rates:

Term years 2011-1 5 at \$ 14.03 monthly cost, for each residential premise.

Section 2. The Board hereby authorizes and directs Township Administrator Wayne Warner to deliver the Notice of Award of the Contract to Local Waste Services, LLC at the address specified in the bid submitted by that bidder.

Section 3. The Township Administrator Wayne Warner or his designee is hereby authorized and directed to return the bid/proposal bond/guaranty submitted by each unsuccessful bidder to such bidder.

Section 4. The Board authorizes, empowers and appoints Township Administrator Wayne Warner to execute an agreement with Local Waste Services, LLC for and on behalf of the Board, in substantially the form set forth in the bid specifications, and incorporating the terms of the acceptance and award of the Contract.

Section 5. The Board hereby ratifies and confirms all prior acts of Township officials, agents, employees, including, but not limited, to the written amendments to the bid specifications for the Contract issued to all prospective bidders by the Township Administrator.

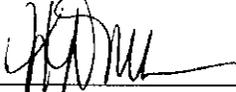
Section 6. It is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of the Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 7. This Resolution shall be in full force and effect immediately upon its adoption.

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

Adopted: December 6, 2010

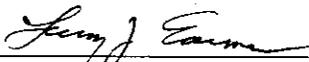
Attest and Certified



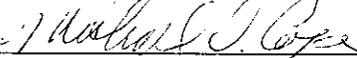
Jamie Miles, Township Fiscal Officer



Chuck Buck, Trustee



Larry Earman, Trustee



Mike Cope, Trustee