



RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **October 3, 2011**

The meeting was called to order by Chairman Mike Cope.

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

Also Present - **Dave Long, Fire Chief**
Bob Kaufman, Asst. Fire Chief
Steve Montgomery, Roads/Cemetery Dept.
Wayne Warner, Township Administrator

AGENDA ADDITIONS - None

PUBLIC PARTICIPATION - None

Approval of Trustee Meeting Minutes for 10/3/11

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting of September 19, 2011.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #111003.01

HILLIARD POLICE DEPARTMENT

Chief Francis provided the September Activity report and noted that there were two thefts and two burglaries including the home invasion along Dublin Road which is still a pending case. The other burglary has resulted in an arrest. In light of the recent home invasion, Chief Francis reported that a meeting with residents was held to discuss security concerns and to express the Department's vigilance in the matter.

FIRE DEPARTMENT

Chief Long reported that the Department will purchase 9V batteries for smoke detectors that will be distributed to residents on November 6th by the youth group from Lifepoint Church.

Acceptance of 2011 Ford F750 State Grant Award

Motion by Mr. Earman, seconded by Mr. Buck to accept the 2011 Ford F750 tow vehicle funded by a 2009 State Grant and to approve transferring ownership of the 2004 F550 tow vehicle to Franklin County Public Health at no cost.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed - #111003.02

CEMETERY & ROAD DEPARTMENT

Mr. Montgomery requested approval to sell back two grave lots. Mr. Cope noted that he had received the Schirtzinger Road update.



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Approval to Refund Purchase of Cemetery Lots

Motion by Mr. Earman, seconded by Mr. Buck, for approval to refund \$1,000 to Arlena Carrozza for two grave lots purchased on 7/31/08.

Vote: Buck-Yes Cope-Yes Earman-Yes

Motion passed - #111003.03

FISCAL OFFICE

Mrs. Miles provided the September 2011 payment and charge registers and requested review and approval of the updated police service and dispatching service costs as outlined in Exhibit A. Mrs. Miles reported that the contracted cost would increase 3% to \$383,985 for police service and \$257,135 for dispatching service. Mr. Buck is concerned about staffing. Chief Francis reported the minimum staffing was four which included three officers and one supervisor. After the Township entered into a police service contract with the City, four additional officers were hired and minimum staffing was increased to five. Mr. Cope wants to see continuing efforts for a regional approach to dispatching. He plans to target this in the future. Mr. Earman requests that a timeline for the regional dispatching project be set.

Approval of Police and Dispatching Costs Outlined in Exhibit A

Motion by Mr. Earman, seconded by Mr. Buck, for approval of the updated costs outlined in Exhibit A for contracted police service and dispatching services for the City of Hilliard.

Vote: Buck-Yes Cope-Yes Earman-Yes

Motion passed - #111003.04

TOWNSHIP ADMINISTRATION- Nothing to report

TRUSTEE-OLD BUSINESS

Mr. Buck has received a request for the Township to adopt Hilliard United. Mr. Cope resigned from the committee, however, he will remain supportive assuming the same vision exists. Mr. Buck's position is that you should be judged by how you really treat others. Mr. Earman requested that the item be placed on the next agenda for a vote.

TRUSTEE-NEW BUSINESS - None

Executive Session

Motion by Mr. Buck, seconded by Mr. Earman, to adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(1) for the purpose of employment of a public employee. Further action may take place after Executive Session.

Vote: Buck-Yes Cope-Yes Earman-Yes Motion passed.

Motion by Mr. Buck, seconded by Mr. Earman, to adjourn from executive session at 1:05 pm.

Vote: Buck-Yes Cope-Yes Earman-Yes

Motion passed - #111003.05



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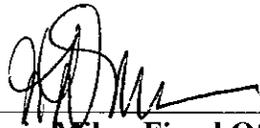
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No further action taken. Motion by Mr. Buck, seconded by Mr. Earman, to adjourn from regular session at 1:09 pm. Vote: Buck-Yes Cope-Absent Earman-Yes


Michael D. Cope, Chairman


Jamie Miles, Fiscal Officer

RES# 111003.04

Norwich Township Police Services Agreement-Exhibit A
2012 Costs

Lines	Police Costs	2012	2010	Change
1	Hourly Rate	\$ 35.65	\$ 33.60	
2	Number of hours	8,736.00	8,736.00	
3	Shift Differential	2,912.00	2,912.00	-
4	Wages	311,412.19	293,538.34	17,873.86
5	Longevity	5,040.00	5,040.00	-
6	Pension Pick-up	11,177.75	28,641.58	(17,463.84)
7	Employer Contribution	62,276.02	58,790.62	3,485.40
8	Insurance	75,533.47	61,964.16	13,569.31
9	Uniforms	1,420.00	2,880.00	(1,460.00)
10	Training	4,200.00	4,200.00	-
11	Workers' Comp	5,600.00	7,095.72	(1,495.72)
12	Cruiser purchase	5,279.25	5,279.25	-
13	Cruiser maintenance	5,480.24	5,480.24	-
		\$ 490,330.92	\$ 475,821.90	\$ 14,509.01
14	75 percent of costs	367,748.19	356,866.43	
15	Dispatching Services	16,684.00	15,934.88	
	Annual Total	\$ 384,432.19	\$ 372,801.31	\$ 11,630.88

Line Notes

- 1 Hourly rate for Step 4 Officer effective Jan. 1, 2011.
- 2 Formula is as follows: 24 hrs x 7 days x 52 weeks.
- 3 A third of the hours on line 3 are third shift payable at \$1 per hour.
- 4 Formula is as follows: Line 1 x Line 2.
- 5 Annual estimated longevity for 4 officers.
- 6 Line 3, 4 and 5 x 3.5 percent.
- 7 Line 3, 4 and 5 x 19.5 percent.
- 8 Annual estimated insurance for 4 officers.
- 9 Uniform cleaning averages \$355 per person annually.
- 10 Annual estimated training for 4 officers.
- 11 Annual estimated Workers' Comp for 4 officers.
- 12 The city replaces 4 cruisers annually; this represents 25 percent of a cruiser.
- 13 Annual cruiser maintenance and fuel charges.
- 14 Contract assumes township will pay 75 percent of the cost listed above.
- 15 This is the police portion of the Dispatching services for Norwich Township which is 6 percent of 75 percent of the annual dispatching costs.

Percent Increase 3.12%

3% Flat increase \$ 490,096.56

75% of total \$ 367,572.42

Dispatching Services \$ 16,412.92

Annual Contract Amount \$ 383,985.34

Savings \$ 446.84

Lines	Dispatcher Costs	2011	2010	Change
1	Hourly Rate	23.95	23.42	
2	Number of hours	8,736.00	8,736.00	
3	Shift Differential	2,912.00	2,620.80	291.20
4	Wages	209,227.20	204,623.33	4,603.87
5	Longevity	4,490.92	4,490.92	-
6	Pension Pick-up	18,413.56	17,997.48	416.08
7	Employer Contribution	30,328.22	29,642.91	685.31
8	Insurance	75,129.60	61,484.16	13,645.44
9	Uniforms	368.00	2,400.00	(2,032.00)
10	Holiday	7,664.00	7,495.36	168.64
11	Wellness	5,748.00	5,521.52	126.48
12	Vacation Payout	7,664.00	7,495.36	168.64
13	Employer Medicare	3,210.04	3,140.84	69.20
14	Worker's Comp	5,600.00	7,095.72	(1,495.72)
	Annual total	\$ 370,755.54	\$ 354,108.39	\$ 16,647.14
	75% of total	\$ 278,066.65	\$ 265,581.29	\$ 12,485.36

Line Notes

- 1 Hourly rate for Step 3 Techs effective Jan. 1, 2011.
- 2 Formula is as follows: 24 hrs x 7 days x 52 weeks.
- 3 A third of the hours on line 3 are third shift payable at \$1 per hour.
- 4 Formula is as follows: Line 1 x Line 2.
- 5 Average Longevity is \$1,122.73 annually.
- 6 Lines 3, 4 and 5 x 8.5 percent
- 7 Lines 3, 4 and 5 x 14.00 percent.
- 8 Annual estimated insurance less employee contribution.
- 9 Uniform cleaning averages \$91 per person annually.
- 10 Techs are paid for 80 Holiday hours annually.
- 11 Techs are paid for 60 Wellness hours annually.
- 12 Techs can be paid for 80 Vacation hours annually.
- 13 Employer Medicare is 1.45 percent; only one employee was hired prior to 1986.
- 14 Annual estimated Workers' Comp for 4 dispatchers.

Percent Increase 4.70%

3% Flat increase \$ 364,731.64

75% of total \$ 273,548.73

Less amount allocated to Police \$ 16,412.92

Annual Contract Amount \$ 257,135.81

Savings \$ 4,517.92