



NORWICH TOWNSHIP

RECORD OF PROCEEDINGS

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

5181 NORTHWEST PARKWAY, HILLIARD, OHIO

Held **February 21, 2017**

The meeting was called to order at 6:00 pm by Chairman Chuck Buck.

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

Also Present - **Jeff Warren, Fire Chief**
Greg Young, Battalion Chief
Robbie Thomas, Cemetery Sexton/Road Superintendent
Jamie Miles, Fiscal Officer

AGENDA ADDITIONS - None

PUBLIC PARTICIPATION - None

POLICE DEPARTMENT - None

FIRE DEPARTMENT

Chief Warren provided an update on the Ladder Truck and invited the Board to attend an on-site inspection meeting scheduled for March 7th at 1 pm. He provided a brief overview of PulsePoint which is community notification software. Washington Township has agreed to share the implementation cost of PulsePoint. The annual renewal fee will then be split equally among all customers of NREC. Chief Warren requested the Board to authorize him to execute a Memorandum of Understanding with Washington Township for PulsePoint.

Approval/Authorization of PulsePoint Memorandum of Understanding

Motion by Mr. Earman, seconded by Mr. Roberts, to approve the implementation cost of \$9,000 for PulsePoint and to authorize Fire Chief Warren to execute a Memorandum of Understanding with Washington Township for PulsePoint.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #170221.01

Approval of Trustee Meeting Minutes for 2/7/17

Motion by Mr. Roberts, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on February 7, 2017.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #170221.02

CEMETERY & ROAD DEPARTMENT

Mr. Thomas confirmed that the cape seal process requested for approval is the same application used the last couple of years. He also confirmed that the procedural process to identify Township roads to receive the cape seal has been consistent with prior years. He requested approval to proceed with the cape seal project and columbarium project. He also requested approval of a replacement dump truck. Mr. Thomas provided a drawing and map location for a 7 foot headstone at Wesley Chapel Cemetery. The Board unanimously is concerned about the size of the stone. Mr. Earman requested Mr. Thomas to erect a cardboard replica of the stone. Once the replica is ready, the Board will stop out to see it. The request was tabled for further review and discussion.



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Approval of 2017 Cape Seal Road Project

Motion by Mr. Earman, seconded by Mr. Roberts, to accept the quote from Strawser Construction Inc. for the cape sealing project for designated Township roads at a cost of \$95,174.64. This is a state term contract.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #170221.03

Approval of Columbarium Project

Motion by Mr. Roberts, seconded by Mr. Earman, for approval to proceed with the Columbarium Project at Wesley Chapel Cemetery including concrete foundation at an estimated cost of \$30,000.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #170221.04

Approval of 2018 Freightliner Chassis

Motion by Mr. Earman, seconded by Mr. Roberts, to accept the quote from Fyda Freightliner for the purchase of a 2018 Freightliner M2 106 Chassis at a total cost of \$73,244. This is a state term contract.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #170221.05

Approval of Replacement Dump Truck

Motion by Mr. Earman, seconded by Mr. Roberts, to accept the quote from The Gledhill Road Machinery Co. for a dump body, hydraulic system, snow plow, snow plow hitch, under tailgate spreader, LED light system, rear hitch plate, dump body vibrator, and asphalt pull tarp for a total cost of \$55,695.34. All items are from state term contracts.

Vote: Buck-Yes Earman-Yes Roberts-Yes Motion passed - #170221.06

FISCAL OFFICE

Mr. Scott Rodgers reviewed the data connections project that will affect the Safety Services Building, Fire Station 82 and Fire Station 83. The need to increase data connections is necessary to provide the Township networks with more bandwidth to allow higher levels of data to be transferred between stations at any given time. With the addition of the video surveillance system and the forthcoming installation of the new VOiP phone system the current data rate is being stretched. Mr. Rodgers recommends to increase to 50 Mbps bandwidth at Station 82 and 83 and 100Mbps for the Safety Services Building. The monthly cost for this data increase is \$1,670; totaling \$20,050 per year. Mr. Buck asked if there was data traffic that could be pushed to the evening. Mr. Rodgers doesn't believe this will alleviate future problems with dropping connections. Mr. Rodgers stated that there is a cheaper option that would require the purchase of firewalls for each building. He also indicated that this was not a time sensitive matter since the VOiP system will take a couple of months to implement fully. Mr. Buck requested that the item to be tabled for further review with Jamie Fisher, Mr. Earman and Mr. Roberts agreed.

TOWNSHIP ADMINISTRATION - None



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TRUSTEE-OLD BUSINESS - None

TRUSTEE-NEW BUSINESS – None

Motion by Mr. Roberts, seconded by Mr. Earman to adjourn from the regular meeting at 6:30 pm.
Vote: Buck-Yes Earman-Yes Roberts-Yes



Charles Wm. Buck, Chairman



Jamie Miles, Fiscal Officer