



RECORD OF PROCEEDINGS

Minutes of **NORWICH TOWNSHIP BOARD OF TRUSTEES** *Meeting*
Held **5181 NORTHWEST PARKWAY, HILLIARD, OHIO**
January 17, 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 - **Jamie Fisher, Township Administrator**
Jeff Warren, Fire Chief
Greg Young, Battalion Chief
Robbie Thomas, Cemetery Sexton/Acting Road Superintendent
Jamie Miles, Fiscal Officer

AGENDA ADDITIONS

Mr. Roberts requested to add a discussion authorizing forty hours of vacation for the Township Administrator.

PUBLIC PARTICIPATION - None

Approval of Trustee Meeting Minutes for 1/3/17

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for the regular meeting on January 3, 2017.

Vote: Buck-Yes Earman-Yes Roberts-Abstain

Motion passed - #170117.01

Approval of Trustee Meeting Minutes for 1/9/17

Motion by Mr. Earman, seconded by Mr. Roberts, for the approval of the Norwich Township Trustee meeting minutes for the special meeting on January 9, 2017.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #170117.02

POLICE DEPARTMENT

Chief Fisher reported that theft from vehicles continues to be the number one crime issue within the community. These are crimes of opportunity or to further a drug habit. He reminded residents to be mindful of locking their car doors and not leaving valuable items in their car. Chief Fisher invited the Township to the retirement ceremony for Officer Bob White and promotion ceremony for Sergeant Doug Lightfoot on February 2, 2017 at 2 pm. The Department is working on staffing to get additional police officers on the street in 2017.

FIRE DEPARTMENT

Chief Warren reported that the 75th Anniversary dinner is scheduled for April 14th from 6-10 pm. He requested approval of a conditional offer of employment to Nick Davis.

Approval of Conditional Offer of Employment Davis

Motion by Mr. Roberts, seconded by Mr. Earman, to offer full-time employment to Nicholas Davis contingent upon passing a background check, physical exam, pre-employment drug screen, computer voice stress analysis, psychological evaluation and to be effective February 6, 2017.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #170117.03



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Held **January 17, 2017**

CEMETERY & ROAD DEPARTMENT

Mr. Thomas reported that he was happy with the vehicle maintenance provided by Upper Arlington. He acknowledged Franklin County Engineer's Office for their efforts in helping to clean out a storm drain. The new building is in the planning stages and he is still waiting on AEP for a plan to get power to the new building.

FISCAL OFFICE

Mrs. Miles reported that the 2016 annual financial report has been filed with the state auditor. The books are open for 2017 and the first payroll processed smoothly thanks to the diligent efforts of Mrs. Woodford.

TOWNSHIP ADMINISTRATION

Mrs. Fisher requested approval of a pick-up resolution. She reported that the Township's current phone system has been aged out and parts and service are no longer available. She recommends that the Township move forward with implementing the Voice over Internet Protocol (VoIP) to replace the current phone system.

Approval of Pick-Up Resolution OAC 742-7-14(A)

Motion by Mr. Earman, seconded by Mr. Roberts, for approval of a *Proposed Pick-Up Resolution OAC 742-7-14(A): Non-Bargaining Unit Members*.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #170117.04

Approval of VoIP Contract

Motion by Mr. Earman, seconded by Mr. Roberts, to approve the Voice over Internet Protocol (VoIP) contract for \$29,971.32, plus a 3-year warranty cost of \$10,078.58 with Parallel Technologies, Inc. totaling \$40,049.90.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #170117.05

TRUSTEE-OLD BUSINESS - None

TRUSTEE-NEW BUSINESS

Approval of Additional Vacation Hours for Township Administrator

Motion by Mr. Roberts, seconded by Mr. Buck, to approve granting an additional 40 hours of vacation for the Township Administrator.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Motion passed - #170117.06

Motion by Mr. Earman, seconded by Mr. Roberts to adjourn from the regular meeting at 6:12 pm.

Vote: Buck-Yes Earman-Yes Roberts-Yes

Charles Wm. Buck, Chairman

Jamie Miles, Fiscal Officer