



**RECORD OF PROCEEDINGS**

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

*4283 DAVIDSON ROAD, HILLIARD, OHIO*

*Held* **October 20, 2008**

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The meeting was called to order by Mr. Larry Earman, Chair

Roll Call - **Larry Earman, Chair – Present**  
**Chuck Buck, Trustee – Present**

**Mike Cope, Trustee – Absent**

Also Present - **Dave Long, Fire Chief**  
**Bob Kaufman, Asst. Fire Chief**  
**Dick McDermitt, Construction Manager**  
**Steve Montgomery, Roads/Cemetery Dept.**

**FIRE DEPARTMENT**

Chief Long requested approval for computer work stations, copiers & printers, and window treatments for the Joint Safety Services Building (JSSB) totaling \$72,170.88. Chief Long noted that of this total, approximately \$15,000 is administration related. Mrs. Miles confirmed that appropriations were available to cover the expenses within the Fire Fund and funds would be transferred from the Building appropriation within the General Fund. According to Chief Long, the last remaining JSSB expense item is the AV equipment which the City of Hilliard is working on. Chief Long thanked Mr. Montgomery and his crew for assisting in getting the conduit installed at Station 82.

**CEMETERY & ROAD DEPARTMENT**

Mr. Montgomery thanked the City of Hilliard for their efforts in completing the Durla patch along Schirtzinger Road. Mr. Montgomery asked the Board to consider formalizing the policy on the use of the Veteran's Section of Wesley Chapel Cemetery. After a brief discussion, Mr. Buck noted that Post 614 was still active and he would need to research the matter prior to having any further discussion. As follow up to Mr. Buck's inquiry, Mr. Montgomery confirmed that he did receive the e-mail from the Timberbrook resident and also took care of the Meadow Wood Lane matter too.

**JOINT SAFETY BUILDING**

The Board approved JSSB change orders totaling \$81,974.84. Mr. Buck noted that there are change orders that have been approved that are not to be paid wholly by the Township. Mr. Earman stated that he was not aware of this and it would need to be reviewed. Mr. McDermitt reported that 95% of the landscape, paving, and drywall were complete. In addition, the ceiling grid is in throughout the building and the sprinkler system is ready for inspection tomorrow morning. Mr. Buck reported that the completion date was discussed but there was no resolution.

**TOWNSHIP ADMINISTRATION**

Mr. Warner asked the Board to approve increasing the 2009 annual contribution limit to the Flexible Spending Account to \$5,000. In other matters, the Board agreed to seek a formal legal opinion from the Franklin County Prosecutor's Office regarding the Healthcare Reimbursement Accounts.



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**Approval of Trustee Meeting Minutes for 9/15/08 and 10/6/08**

Motion by Mr. Buck, seconded by Mr. Earman, for the approval of the Norwich Township Trustee meeting minutes for September 15 and October 6, 2008. Unanimously approved. Motion passed.

#081020.01

**Approval to Purchase JSSB Systems Equipment and Window Treatments**

Motion by Mr. Earman, seconded by Mr. Buck, to approve the purchase of computer work stations, copiers & printers, and window treatments for the JSSB totaling \$72,170.88. Unanimously approved. Motion passed.

#081020.02

**Approval of JSSB Change Order #s 01-40 thru 01-48, 01-50, 02-05, 02-06, 03-01 thru 03-04, 04-03, and 05-13 thru 05-18**

Motion by Mr. Earman, seconded by Mr. Buck, to approve the above referenced JSSB change orders totaling \$81,974.84. Unanimously approved. Motion passed.

#081020.03

**Approval to Increase Flexible Spending Account (FSA) Limit to \$5,000 for 2009**

Motion by Mr. Earman, seconded by Mr. Buck, to approve increasing the 2009 annual contribution limit for the Flexible Spending Account (FSA) to \$5,000. Unanimously approved. Motion passed.

#081020.04

**Approval for Formal Legal Opinion Regarding Healthcare Reimbursement Accounts**

Motion by Mr. Earman, seconded by Mr. Buck, to approve seeking a formal legal opinion from the Franklin County Prosecutor's Office regarding the implementation of Healthcare Reimbursement Accounts (HRAs) for Township officials and employees. Unanimously approved. Motion passed.

#081020.05

Motion by Mr. Buck, seconded by Mr. Earman, to adjourn the regular meeting of October 22<sup>nd</sup> at 6:55 pm.

Handwritten signature of Larry Earman in black ink.

Larry Earman, Chairman

Handwritten signature of Jamie Miles in black ink.

Jamie Miles, Fiscal Officer