

# RECORD OF PROCEEDINGS

Minutes of

SAYBROOK TOWNSHIP TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

January 8, 2018

20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 10:00 am by Chairperson Norman Jepson, along with Trustees Robert Brobst, Gloria Baum, Fiscal Officer Larry Johnson, Road Superintendent Marc Pope, Zoning Inspector Barbara Carr and Fire Chief John Jyurovat. Members of the public: Tim Baum and Garrett Ormiston were in attendance at the Saybrook Township Administrative Offices, 7247 Center Road, Saybrook Township, Ohio 44004.

The following minutes reflect action taken by this Board. The recording of this meeting is on file at the Administrative Office. More detailed information can be obtained by listening to it at our office (Job # 01082018)

Chairperson Norman Jepson led the assembly in "The Pledge of Allegiance".

Trustee Robert Brobst led in Prayer.

Norman Jepson stated that the meeting was being recorded for record purposes, if anyone else is recording, please state so for the record. No one stated they were recording.

#1 Robert Brobst moved resolution to dispense with the reading of the following minutes seconded by Gloria Baum.

December 12, 2017 Saybrook Volunteers Fire Fighters Dependent Fund  
December 12, 2017 Saybrook Township Records Committee  
December 12, 2017 Trustee Meeting  
December 12, 2017 Reorganization Meeting

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

#2 Robert Brobst moved resolution to approve the following minutes seconded by Gloria Baum.

December 12, 2017 Saybrook Volunteers Fire Fighters Dependent Fund  
December 12, 2017 Saybrook Township Records Committee  
December 12, 2017 Trustee Meeting  
December 12, 2017 Reorganization Meeting

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

## SAFETY REPORT

No written report.

## FISCAL REPORT

Fiscal Officer Larry Johnson presented the Fiscal Report.

#3 Robert Brobst moved resolution to approve payroll direct deposits #1215-2017 thru #44-2018 and Warrants # 66979 thru # 67022 seconded by Gloria Baum.

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

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#4 Robert Brobst moved resolution to approve following Purchase Orders and Then and Now Purchase Orders #71-2017 thru 77-2017 seconded by Gloria Baum.

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

As recommended by the State Auditors, a copy of the Bank Reconciliation Summary, Appropriation Summary, Fund Summary, Revenue Summary, Payment Listing and Payroll were printed for your review and signature.

The following are a list of the un-audited balances after the above bills have been paid. Balances are as of 01/05/2018.

Total All Funds: \$ 961,816.70  
Current Investment Accounts: \$ 541,255.22  
Current Checking Account: \$ 420,561.48

#5 Robert Brobst moved to receive the Fiscal Report, a copy of which can be found in the Addendum seconded by Gloria Baum.

Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

**ROAD AND CEMETERY REPORT**

Road Superintendent Marc Pope presented the Road Report.

#6 Norman Jepson moved resolution to grant carry-over of vacation hours from 2017 to 2018 for the following Road Department employees seconded by Robert Brobst.

Marc Pope 11 hours  
Bob Mead 77 hours  
Pete Davis 8 hours

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

#7 Norman Jepson moved resolution to receive the Road Report, a copy of which can be found in the Addendum seconded by Gloria Baum.

Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

**ZONING REPORT**

Zoning Inspector Barbara Carr presented the Zoning Report.

#8 Norman Jepson moved resolution to receive the Zoning Report, a copy of which can be found in the Addendum seconded by Gloria Baum.

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Voting:

Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

## FIRE REPORT

Fire Chief John Jyurovat presented the Fire Report

#9 Norman Jepson moved resolution to send Captain Whitaker and Chief Jyurovat to the Code Conference in Columbus, Ohio on February 25 & 26, 2018 for Inspector CEU's at a cost of \$129.00 per person, plus \$119.00 per night per person for 2 nights seconded by Robert Brobst.

Roll Call Voting:

Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

#10 Norman Jepson moved resolution to receive the Fire Report, a copy of which can be found in the Addendum seconded by Gloria Baum.

Voting:

Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

## WATER RESCUE REPORT

No written report.

## PUBLIC

Garrett Ormiston with the Cleveland Museum of Natural History talked about the Geneva Swamp Protection Project (Phase IV) in Saybrook Township.

#11 Norman Jepson moved resolution supporting the Geneva Swamp Protection Project (Phase IV) in the Township of Saybrook, proposed for submission to NRAC DISTRICT 7 CLEAN OHIO FUND by the Cleveland Museum of Natural History to permanently conserve all of a number of the following tracts of land within Saybrook Township seconded by Robert Brobst.

- An approximately 39-acre tract of land described as PPN # 48-008-00-029-00
- An approximately 47.9-acre tract of land described as PPN # 48-007-00-009-00
- An approximately 10-acre tract of land described as PPN # 48-008-00-040-00
- An approximately 47-acre tract of land described as PPN # 48-017-00-002-00

Roll Call Voting:

Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

## OLD BUSINESS

Send letter to Saybrook Township Park Board setting a meeting for February 13, 2018 at 9:00 am.

## NEW BUSINESS

#12 Norman Jepson moved resolution to pay the Ohio Township Association Risk Management our 2018-2019 Annual Liability Insurance premium of \$53,011 effective February 1, 2018 seconded by Robert Brobst.

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Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

Trustee Robert Brobst talked about starting a discussion on a Fire Levy for operations and Station 2 remodel.

**EXECUTIVE SESSION**

#13 Norman Jepson moved resolution to go into "Executive Session" at 11:00 am to conduct interviews for a firefighter position seconded by Robert Brobst.

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

#14 Norman Jepson moved resolution to come out of Executive Session" at 12:40 pm seconded by Robert Brobst.

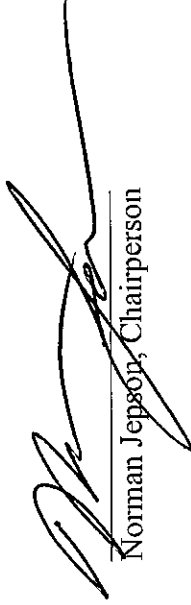
Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

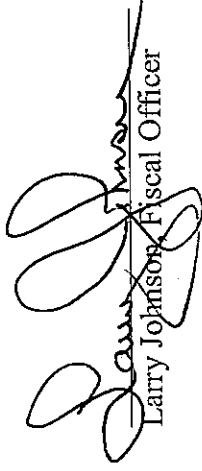
#15 Norman Jepson moved resolution to hire Aaron Gilmer provided all requirements are met seconded by Robert Brobst.

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

#16 Norman Jepson moved to adjourn the meeting at 12:41 pm seconded by Robert Brobst.

The meeting was adjourned.

  
Norman Jepson, Chairperson

  
Larry Johnson, Fiscal Officer