

# RECORD OF PROCEEDINGS SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10748

January 12, 2016

Held

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, Fire Chief John Jyrovat, and Office Manager Lori Zebrasky. Members of the public: Tim Baum and Larrie Puraty 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 # 01122016).

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 Norman Jepson moved resolution to dispense with the reading of the following minutes, seconded by Robert Brobst:

- December 21, 2015 Saybrook Township records committee
- December 21, 2015 Saybrook Volunteer Fire Fighters Dependents Fund.
- December 21, 2015 Regular Trustees meeting
- December 21, 2015 Organizational meeting

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

#2 Norman Jepson moved resolution to approve the following minutes, seconded by Robert Brobst:

- December 21, 2015 Saybrook Township Records Committee
- December 21, 2015 Saybrook Volunteer Fire Fighters Dependents Fund
- December 21, 2015 Regular Trustees meeting
- December 21, 2015 Organizational meeting

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

## SAFETY REPORT

No written report

## FISCAL REPORT

Fiscal Officer Larry Johnson, presented the Fiscal Report

#3 Norman Jepson moved resolution to approve payroll direct deposits # 530-2015 thru 584-2015, seconded by Robert Brobst.

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

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#4 Robert Brobst moved resolution to approve payroll direct deposits 1-2016 thru 48-2016 and warrants # 64932 thru 64990, seconded by Gloria Baum.

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

#5 Norman Jepson moved resolution to approve the Then & Now purchase orders over \$3,000.00, seconded by Robert Brobst.

|         |            |             |
|---------|------------|-------------|
| 96-2015 | Aetna      | \$13,326.31 |
| 99-2015 | Med-I-Bank | \$11,382.09 |

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

#6 Norman Jepson moved resolution to approve the following Regular Purchase Orders and Then & Now purchase orders 93-2015 thru 99-2015, seconded by Robert Brobst.

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

#7 Robert Brobst moved resolution to approve the following Regular Purchase Orders and Then & Now purchase orders 1-2016 thru 14-2016, seconded by Gloria Baum.

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

#8 Norman Jepson moved resolution to approve the following Super Blanket Certificates 96-2015 thru 98-2015, seconded by Robert Brobst.

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

#9 Robert Brobst moved resolution to approve the following Super Blanket Certificates 1-2016 thru 67-2016, 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 revenues status, appropriation status, purchase order status, fund status, payment listing and cash summary by fund are attached to this report. The previous month end was passed out for your review. The following are a list of the un-audited balances after the above bills have been paid. Balances are as of 01/12/2016:

|                              |               |
|------------------------------|---------------|
| Total All Funds:             | \$ 886,977.00 |
| Current Investment Accounts: | \$ 753,969.31 |
| Current Checking Account:    | \$ 133,007.69 |

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#10 Norman Jepson moved to receive the Fiscal Report, a copy of which can be found in the Addendum, seconded by Robert Brobst.

Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

**ROAD AND CEMETARY REPORT**

Norman Jepson read the Road Report.

#11 Norman Jepson moved to receive the Road Report, a copy of which can be found in the Addendum, seconded by Robert Brobst.

Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

**ZONING REPORT**

Zoning Inspector Robert Vaughn presented the Zoning Report.

#12 Norman Jepson moved resolution to receive the Zoning Inspector's report a copy of which can be found in the Addendum, seconded by Robert Brobst.

Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

**Fire Report**

Fire Chief John Jyurovat presented the Fire Report.

#13 Norman Jepson moved to approve a quote of \$4,842.00 from Phone World, Inc. to upgrade the phone system at the Fire Station #1, seconded by Robert Brobst.

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

#14 Norman Jepson moved resolution to approve a quote for a sixty month lease at \$60 per month from Northeast Xerox for a new copier at Fire Station #1, seconded by Robert Brobst.

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

#15 Norman Jepson moved resolution to approve Chief Jyurovat and Captain Whitaker to attend the 2016 Fire Code & Fire Protection Expo on March 7<sup>th</sup> & 8<sup>th</sup> at a cost of \$119.00 per person, total cost of \$110.00 per night and per diem, seconded by Gloria Baum.

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes

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Norman Jepson Yes

#16 Norman Jepson moved to receive the Fire Report, a copy of which can be found in the Addendum, seconded by Robert Brobst.

Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

## WATER RESCUE REPORT

No written report

## PUBLIC

Larrie Puraty informed us that the 534 Corridor Community Improvement Corporation's Active Transportation Committee will be hosting an event at Spire on January 19<sup>th</sup> from 1:00 pm to 3:00 pm and 5:00 pm to 7:00 pm.

## OLD BUSINESS

#17 Norman Jepson moved resolution to amend resolution # 15122108 for the 2016 Annual Appropriations to \$3,806,200.00 addendum attached, seconded by Robert Brobst.

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

## NEW BUSINESS

#18 Norman Jepson moved resolution to approve a meeting with the County Engineer to discuss and design a sanitary sewer system for Station #2, seconded by Robert Brobst.

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

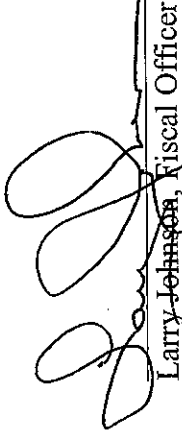
#19 Norman Jepson moved resolution to approve the County Engineer to draw up plans to remodel Station #2, seconded by Robert Brobst.

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

#20 Norman Jepson moved resolution to adjourn the meeting at 11:10 am, seconded by Robert Brobst.

The meeting was adjourned.

  
Norman Jepson, Chairperson

  
Larry Johnson, Fiscal Officer