

RECORD OF PROCEEDINGS

Minutes of

SAYBROOK TOWNSHIP TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

January 24, 2017

20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 6:30 pm by Chairperson Norman Jepson, along with Trustees Robert Brobst, Gloria Baum, Fiscal Officer Larry Johnson, Fire Chief John Jyurovat, and Zoning Inspector Robert Vaughn. Members of the public: Tim Baum, Kathleen Kennedy and Sharon Lyons 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 # 01242017)

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.

January 9, 2017 Special Meeting
January 10, 2017 Trustees 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.

January 9, 2017 Special Meeting
January 10, 2017 Trustees 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 #45-2017 thru 92-2017, and Warrants # 66028 thru # 66092 seconded by Gloria Baum.

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

#4 Robert Brobst moved resolution to approve the following Regular Purchase Orders and Then and Now purchase orders #13-2017 thru 33-2017 seconded by Gloria Baum.

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

#5 Robert Brobst moved resolution approving the following Then and Now Purchase Orders over \$3,000.00 seconded by Gloria Baum.
#29-2017 Stryker Sales Corporation \$23,803.80
#30-2017 Lake Erie Wholesale Medical \$21,108.00

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

#6 Robert Brobst moved resolution to approve the following Super Blanket Certificates # 5-2017 thru 87-2017 (#4-2017 closed should have been a Then and Now and #84-2017 closed should have been a regular purchase order) seconded by Gloria Baum.

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

#7 Robert Brobst moved resolution to approve transfer of \$6,239.86 from unclaimed funds to general fund seconded by Gloria Baum.

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

#8 Robert Brobst moved resolution to approve an advance of \$150,000 from 1000-General Fund to 2031 - Road & Bridge Fund to cover expenses for the next 60 days, to be repaid after we receive our first settlement check seconded by Gloria Baum.

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

#9 Robert Brobst moved resolution to approve an advance of \$6,000.00 from account 1000-920-0000 General Fund to 2401-941-0000 Special Assessment (Lighting) to cover expenses for the next 60 days, to be repaid after we receive our first settlement check 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, 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 01/24/2017.

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Total All Funds: \$ 629,042.07
Current Investment Accounts: \$ 595,727.41
Current Checking Account: \$ 33,314.66

#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 CEMETERY REPORT

No written report.

ZONING REPORT

Zoning Inspector Robert Vaughn presented the Zoning Report.

#11 Gloria Baum moved resolution to waive the \$430 zoning fee in reference to O Lakehurst Dr., PPN 48-016-10-008, 009, 015 seconded by Norman Jepson.

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

#12 Gloria Baum moved resolution to discontinue use of the ZonePro Software resulting in an annual savings of \$465 seconded by Norman Jepson.

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

#13 Norman Jepson moved to receive the Zoning 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

FIRE REPORT

Fire Chief John Jyurovat presented a personnel report.

#14 Norman Jepson moved resolution for Chief Jyurovat and Captain Whitaker to attend the 2017 Ohio Fire Code Academy. The class dates are 2-26-17 and 2-27-17 and 2-28-17. The cost is \$119.00 per person if enrolled before 2-15-17. Captain Whitaker would need his shift covered on 2-26-17 for 24 hours. Hotel lodging for 2 nights per person and 2 dinners per diem per person are needed seconded by Gloria Baum.

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

#15 Norman Jepson moved resolution to approve Captain Whitaker and Mike Cliff

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20

to take a Paramedic refresher class on 1-24-17 with additional class dates of 2-2-17, 2-14-17, 2-23-17 and 3-7-17. There is no cost for the class, and a five hour window will be filled for these shifts on class days seconded by Gloria Baum.

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

#16 Norman Jepson moved 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

None.

OLD BUSINESS

Organize the Record Room – Spring cleanup.

Follow up on Reconciliation of Ambulance billing.

Quote from Security Technology for Station #3 – tabled to next meeting.

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

NEW BUSINESS

#17 Norman Jepson moved resolution to approve payment to Ohio Township Association Risk Management for 2017-2018 anniversary contribution in the amount of \$52,630.04 for our liability insurance seconded by Gloria Baum.

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

EXECUTIVE SESSION

#18 Norman Jepson moved to go into “Executive Session” at 7:20 pm to discuss union negotiations seconded by Gloria Baum.

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

#19 Norman Jepson moved to come out of “Executive Session” at 7:34 pm seconded by Gloria Baum.

Roll Call Voting: Gloria Baum Yes

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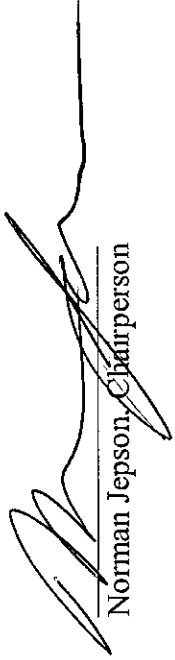
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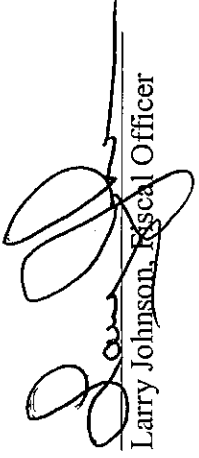
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Robert Brobst	Yes
Norman Jepson	Yes

#20 Norman Jepson moved to adjourn the meeting at 7:34 pm seconded by Gloria Baum.

The meeting was adjourned.


Norman Jepson, Chairperson


Larry Johnson, Fiscal Officer

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