

RECORD OF PROCEEDINGS

Minutes of

SAYBROOK TOWNSHIP TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

JANUARY 28, 2014

20

FISCAL REPORT

Chairperson Jepson read the Fiscal Report.

#5 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve Warrants 60722 through 60837/4

Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

#6 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the Additional Blanket Certificates:
10A08R - 2500.00 10A09R - 2500.00 10A15R - 2500.00

Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

#7 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the Then and Now's over \$3000.00:
Robert H. Fortune ® 8400.00 Morton Salt Inc. 4420.07
Medical Mutual of Ohio 30034.10

Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

#8 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Purchase Orders: ((R) is for Rental

Robert H. Fortune ®	8400.00	Morton Salt Inc.	4420.07
Medical Mutual of Ohio	30034.10	Time Warner ®	1200.00
ACDES ®	2400.00	Windstream ®	1200.00
Illuminating Co. ®	2400.00	Dominion East Ohio ®	2400.00
Dominion East Ohio	227.32	Truckmen Truck	2160.48
Dominion East Ohio	1501.89	ACDES	418.79
Time Warner Cable	50.53	Verizon Wireless	114.06
State Road Occ. Medical	1016.00	Delta Dental	1284.94
Illuminating Co.	547.68	Dalin Auto	1093.63

Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

#9 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Temporary Appropriations :

10A06R \$8400.00 10A07R \$9600.00

Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

Received Annual Plastro Check in lieu of tax payment in the amount of \$21,736.00.

As recommended by the State Auditors, a copy of the System Status, Appropriation

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20

Status, Receipt Account Status, Fund Status and Pending Warrants were attached to this report. The previous Month End was passed out earlier for the Trustee's review.

The following are a list of the un-audited balances after the above bills have been paid.

Total Cash Balance: 1,215,934.82
Current Investment Accounts: 1,191,537.27
Current Checking Account: 24,397.55

#10 Robert Brobst moved, seconded by Jane Hawn-Jackson to receive the Fiscal Report, a copy of which can be found in the Addendum.

Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

ROAD REPORT

Road Superintendent Marc Pope presented the Road Report.

#11 Jane Hawn-Jackson moved, seconded by Norman Jepson to receive the Road Report, a copy of which can be found in the Addendum.

Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

ZONING REPORT

Zoning Inspector Robert Vaughn presented the Zoning Report.

The rates for Brosius, Johnson & Griggs for zoning legal services were approved at the December 23, 2013 Reorganizational Meeting, Resolution #13122321.

#12 Jane Hawn-Jackson moved, seconded by Norman Jepson to receive the Zoning Report, a copy of which can be found in the Addendum.

Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

FIRE REPORT

Fire Chief John Jyurovat present the Fire Report.

#13 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to contract with Ohio Cat for preventive maintenance on the 45 KW Generator at a cost of \$672.28, along with the corresponding Purchase Order.

Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

#14 Norman Jepson moved resolution, seconded by Robert Brobst to approve Fire Chief John Jyurovat and Full-time Captain Dave Whitaker to attend the Ohio's Fire Code Expo on March 3 and 4, 2014 in Columbus, Ohio at the Convention Center and for the Township to pay the cost to attend of \$99.00 per person for the event, two nights hotel stay at approximately \$220.00 per person, dinners for two nights at

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20

\$50.00 per person, and fill in coverage for approximately 13 hours for Dave Whitaker and to pay for approximately 16 hours of class time at overtime pay.

Roll Call Voting: Jane Hawn-Jackson Yes
 Robert Brobst Yes
 Norman Jepson Yes

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

Voting: Jane Hawn-Jackson Yes
 Robert Brobst Yes
 Norman Jepson Yes

WATER RESCUE REPORT

No written report.

PUBLIC

Chris Mixer stated that there is a lot of junk sitting outside the Drop-Off Clothing Box at the old Clark Gas Station on Route 20 and asked if we could put up a "No Dumping" sign. The Township will look into having the Box removed and check into the legality of the Township putting up a "No Dumping" sign.

Chris Mixer also stated that whoever plows the Ideal Car Lot on Route 20 is pushing the snow out onto 20. The Trustees suggested he call the State Highway patrol the next time he sees this happening.

OLD BUSINESS

The Legal Services Agreement for 2014 for Brosius, Johnson & Griggs was addressed in the Zoning Report.

The Township is not going to contract with iSolved Workforce Management to track information for database for payroll, HR, Time and Benefits Administration through Burnham & Flower at this time. The office will look into what other Townships are doing and what the UAN is capable of.

A letter was sent to the IAFF Union in response to their letter regarding their concerns with opening of Station 2.

#16 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to enter into an Agreement with Medical Mutual through Burnham & Flower for the Health Insurance Bronze 50000 HSA/HRA Plan effective March 1, 2014.

Roll Call Voting: Jane Hawn-Jackson Yes
 Robert Brobst Yes
 Norman Jepson Yes

#17 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to contract with the Auditor of State of Ohio to establish and maintain a uniform and compatible computerized financial management and accounting system known as the Uniform Accounting Network (UAN), and to enter into necessary agreements with public offices for the provision of necessary goods, materials, supplies and services to such public offices at a cost of approximately \$915.00 per quarter and to contract with Tony Long at \$25.00 per hour for approximately 30 hours to load data onto UAN program, along with the required corresponding purchase orders.

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Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

COMMUNICATION/CORRESPONDENCE

(All of which can be found in the Addendum)

- Report of Sick time Hours Used and Earned 4th Quarter 2013, posted in Road, Station 1 and Administration Buildings
- Miscellaneous newsletters

NEW BUSINESS

#18 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to renew Liability Insurance through OTARMA at a cost of \$50,943.00 for \$5,000,000.00 effective February 1, 2014 and to expense it as follows: General \$12,711.00, Road \$19,051.00, Cemetery \$421.00 and Fire \$18,760.00.

Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

#19 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to check with other Townships to see if they have a Tobacco Use Policy on Hiring and if their insurance has a tobacco use penalty and if so, do they require their employees to pay the penalty for themselves and spouse.

Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

#20 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to not request a hearing for Liquor Permit for Valley View Food, 4964 N. Ridge West, Ashtabula, Ohio (gas station at corner of 45 And 20).

Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

#21 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to have a plaque made for Joyce Crease, who is retiring January 31, 2014 after 21 years of service to Saybrook Township. She has indicated that she does not want a retirement luncheon.

Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

ANNOUNCEMENTS FOR THE RECORD

- February 10, 2014, 4:00 pm, Deadline to submit Stone Bids
- #22 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to go into Executive Session at 7:34 pm to discuss salaried employee's benefits, personnel issue and IAFF and CWA contracts, action may be taken. The three Trustees, Road Superintendent, Fire Chief, Office Manager and Larry Johnson went into Executive Session.

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Roll Call Voting: Jane Hawn-Jackson Yes
 Robert Brobst Yes
 Norman Jepson Yes

#23 Norman Jepson moved resolution, seconded by Robert Brobst to return to Regular Session at 7:55 pm.

Roll Call Voting: Jane Hawn-Jackson Yes
 Robert Brobst Yes
 Norman Jepson Yes

#24 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve the CWA Union Wage Reopener Agreement based on approval from the County Prosecutor effective the first pay in February (February 6, 2014).

Roll Call Voting: Jane Hawn-Jackson Yes
 Robert Brobst Yes
 Norman Jepson Yes

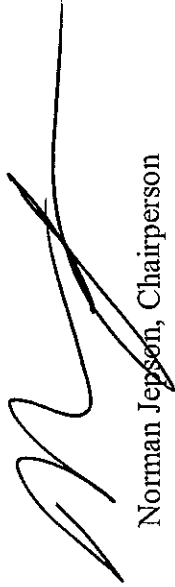
#25 Norman Jepson moved resolution, seconded by Robert Brobst to approve the IAFF Bargaining Agreement effective pay period beginning January 9, 2014, paid on January 23, 2014 and to pay any back pay at the new rate including holiday rate on the February 6, 2014 pay.

Roll Call Voting: Jane Hawn-Jackson Yes
 Robert Brobst Yes
 Norman Jepson Yes

#26 Jane Hawn-Jackson moved, seconded by Norman Jepson to adjourn the meeting at 8:00 pm.

Voting: Jane Hawn-Jackson Yes
 Robert Brobst Yes
 Norman Jepson Yes

The meeting was adjourned.



Norman Jepson, Chairperson



Lofi Zebrasky, Office Manager