

**RECORD OF PROCEEDINGS**  
**SAYBROOK TOWNSHIP TRUSTEES**

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 13, 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 Barbra Car, Fire Chief John Jyurovat, Office Manager Lori Zebraksky and staff Renee Kirk. Members of the public: Tim Baum and Peggy Carlo 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 # 02132018)

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

January 8, 2018

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 8, 2018

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 #45-2018 thru #170-2018 and Warrants # 67023 thru # 67159 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 #1-2018 thru #14-2018 seconded by Gloria Baum.

Roll Call Voting:

Gloria Baum	Yes
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Robert Brobst Yes  
Norman Jepson Yes

#5 Robert Brobst moved resolution to approve the following Super Blanket Certificates #1-2018 thru #82-2018 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 02/12/2018.

Total All Funds: \$ 705,055.70  
Current Investment Accounts: \$ 558,871.01  
Current Checking Account: \$ 146,184.69

#6 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 a verbal Road Report.

**ZONING REPORT**

Zoning Inspector Barbra Carr presented the Zoning Report.

#7 Norman Jepson moved resolution 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 the Fire Report

#8 Norman Jepson moved resolution to send Captain Krenisky to the E.M.S. instructor class on 11-26-18 at a cost of \$590.00 plus dinner per diem for 10 nights with an entrance exam fee of \$125.00 that will be covered under the E.M.S. grant seconded by Robert Brobst.

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

#9 Norman Jepson moved resolution to bill part-time Firefighter Stephen Thom

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\$550.00 for reimbursement of paramedic training received due to resignation prior to the two (2) year agreement, seconded by Robert Brobst.

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

#10 Norman Jepson moved resolution to accept the resignation of part-time Firefighter Stephen Thom as he has accepted a full-time position with Ashtabula Township Fire Department, seconded by Gloria Baum.

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

#11 Norman Jepson moved resolution to offer employment to Cody Ulrich as a probationary part-time Firefighter subject to passing the physical, drug screen, and completing all required paperwork seconded by Robert Brobst.

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

#12 Norman Jepson moved resolution to move Doug Welker to part-time Firefighter status as he will have completed the training period by 2-24-18 and be able to sign up for shifts on 2-21-18 for the month of March, seconded by Gloria Baum.

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

#13 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

Peggy Carlo asked why the Township was going to one meeting a month. Chairman Jepson indicated that additional meetings would be held as needed to address taxpayer concerns.

## OLD BUSINESS

Road Superintendent Marc Pope addressed energy efficient projects that NOPEC has grant funding available.

## NEW BUSINESS

#14 Norman Jepson moved resolution to approve Ziegler Heating Preventive Maintenance Service Agreement/Renewal Notice for Fire Department Station #1 seconded by Robert Brobst.

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

#15 Norman Jepson moved resolution to renew the property lease agreement at a cost of \$800/month for the property located at 5036 Lake Road seconded by Robert Brobst.

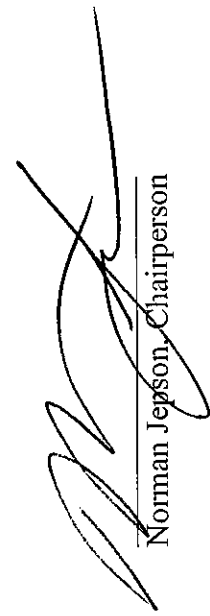
Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

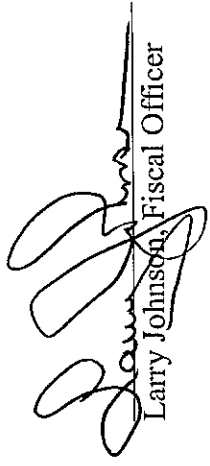
#16 Norman Jepson moved resolution to approve Medical Mutual as Saybrook Township's health care provider commencing on March 1, 2018, seconded by Gloria Baum.

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

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

The meeting was adjourned.

  
Norman Jepson, Chairperson

  
Larry Johnson, Fiscal Officer