

RECORD OF PROCEEDINGS

Minutes of

Meeting

SAYBROOK TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10-148

Held MARCH 25, 2014 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 and Jane Hawn-Jackson, Zoning Inspector Robert Vaughn, Fire Chief John Jurovat and members of the public: Lloyd Richards and Greg Strnisa 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 235).

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

#1 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to appoint Marc Pope Clerk Pro-tem for tonight's meeting.

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

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

#2 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to dispense with the reading of the following Minutes:
March 11, 2014, Regular Meeting
March 18, 2014, Safety Committee Meeting

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

#3 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the March 11, 2014, Regular Meeting Minutes.

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

#4 Robert Brobst moved, seconded by Jane Hawn-Jackson to receive for record purposes only the March 18, 2014, Safety Committee Meeting Minutes.

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

SAFETY REPORT

Robert Brobst read the Safety Report.

The next Employee Safety Committee Meeting will be April 2, 2014 at 8:00 am at the Administrative Building.

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

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SAYBROOK TOWNSHIP TRUSTEES

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Held _____ MARCH 25, 2014 _____ 20 _____

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

FISCAL REPORT

Norman Jepson read the Fiscal Report.

#6 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve Warrants 61119 through 61225.

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

#7 Norman Jepson moved resolution, seconded by Robert Brobst to approve the Then and Now's over \$3000.00:
 Medical Mutual of Ohio 15,502.31 Bureau of Workers Comp. 20,793.19
 Medical Mutual HRA 17,542.73 Visa 4,777.69

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

#8 Norman Jepson moved resolution, seconded by Robert Brobst to approve the following Purchase Orders:
 Medical Mutual of Ohio 15,502.31 Bureau of Workers Comp. 20,793.19
 Medical Mutual HRA 17,542.73 Visa 4,777.69
 Busy Beaver 392.06 Vision Service Plan – OH 108.87
 Time Warner Cable 43.03 Dalin Auto Service 1,045.46
 Andrews & Pontius 2,176.00 ACDES 392.81
 Security Technologies 108.00 Burnham & Flower Agency 95.00
 Delta Dental 1,235.54 Dominion East Ohio 1,561.68
 Illuminating Co. 1,490.48 Treasurer of State of Ohio 150.00
 Truckmen Truck Services 2,286.97 Verizon Wireless 114.06

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

#9 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to pass the following Amended Official Certificate of Estimated Resources as presented for the Fiscal Year beginning on January 1, 2014, as revised by the Budget Commission of said county , which shall govern the total of Appropriations made at any time during such fiscal year.

General Fund	\$472,681.69
Special Rev. Fund	\$3,464,186.82
Debt Service Fund	\$0.00
Capital Projects	\$195.22
Special Assess.	\$92,924.51
Enterprise	\$0.00
Internal Service	\$0.00
Fiduciary Funds	\$6,389.86
Total	\$4,036,378.10

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SAYBROOK TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ MARCH 25, 2014 _____ 20 _____

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

As recommended by the State Auditors, a copy of the System Status, Appropriation Status, Receipt Account Status, Fund Status and Pending Warrants were attached to this report. The previous Month End was passed out to the Trustees earlier for their review.

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

Total Cash Balance: 1,855,727.30
Current Investment Accounts: 892,396.16
Current Checking Account: 963,331.14

#10 Norman Jepson 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 Norman Jepson moved resolution, seconded by Robert Brobst to purchase 40 percent of the salt for 2014/2015 season on ODOT Summer Contract if available and 60 percent on ODOT Winter Contract. If the summer contract does not get awarded, 100 percent will be purchased on Winter Contract.

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

#12 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to hire a temporary cemetery worker through Infinity Resources for this 2014 season at \$10.67 per hour to work as needed for a total cost of approximately \$16.00 per hour.

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

#13 Norman Jepson moved, seconded by Jane Hawn-Jackson 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.

#14 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to increase the minimum floor area in Saybrook Township Zoning Resolution from

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SAYBROOK TOWNSHIP TRUSTEES

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DARTON LEGAL BLANK, INC., FORM NO. 10149

Held

MARCH 25, 2014

20

1000 square feet to 1650 square feet.

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

#15 Norman Jepson moved resolution, seconded by Robert Brobst to approve the revised Zoning Permit Application and the Change of Use Application, copies of which can be found in the Addendum.

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

#16 Norman Jepson moved, seconded by Robert Brobst 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 presented the Fire Report.

#17 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to accept the Colleton County Fire Rescue's Physical Ability Requirement results for Dan Goodale providing that the next time the Agility Test is offered at Cuyahoga Community College, he must pass it or the job offer will be revoked.

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

#18 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to terminate Probationary Part-time Dispatcher Joseph Robinson employment. His last day worked was December 7, 2013.

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

#19 Norman Jepson moved, seconded by Jane Hawn-Jackson 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

There was no report.

PUBLIC

Greg Strinisa thanked the Trustees for approving the increase of square feet on houses going forward.

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

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COMMITTEE REPORTS
Memorial Day Parade/Observation expenses were reviewed and coffee, punch, cookies, porta potti and flowers will be eliminated to keep down expenses. Other expenses will be looked into.

COMMUNICATION/CORRESPONDENCE
(All of which can be found in the Addendum)

- Notice to Employees, must set an amount for additional tax to be withheld from pay check
- ODOT Traffic Advisories, lane restrictions under Chapel Road and Chapel Road bridge over I-90 closed – Fire Dept. and Road have been notified
- Kent State letter received regarding Local Government Efficiency Program
- County Commissioners, Enterprise Zone Tax Incentive Reviews were 3-20-14, - Trustees were notified

NEW BUSINESS

#20 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to accept Part-time Secretary Lori Punkar's letter of resignation effective April 30, 2014.

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

#21 Norman Jepson moved resolution, seconded by Robert Brobst to contract with JB's Cleaning Service for stripping and waxing the Conference Room floor at a cost of \$300.00.

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

Robert Brobst stated that the tree branches down on Washington Boulevard are not on the right-a way and is the responsibility of the resident to have them taken care of.

Robert Brobst is working with County Engineer Tim Martin regarding what can be done and who is responsible for clearing snow (due to snow plowing) off sidewalk handicap ramps along Rt. 20.

For the record: The Budget for UAN is still being worked on.

#22 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve and sign the Part Time Union Memorandum of Understanding regarding the .25 cents per hour pay for senior person for Part-time Firefighters at Station 2.

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

ANNOUNCEMENTS FOR THE RECORD

- April 2, 2014, 8:00 am, Employee Safety Committee Meeting

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SAYBROOK TOWNSHIP TRUSTEES

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DARTON LEGAL BLANK, INC., FORM NO. 10148

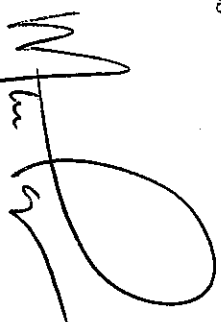
Held _____ MARCH 25, 2014 _____ 20 _____

#23 Robert Brobst moved, seconded by Jane Hawn-Jackson to adjourn the meeting at 7:31 pm.

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

The meeting was adjourned.

Robst
Norman Jepson, Chairperson



Marc Pope, Pro-tem