

RECORD OF PROCEEDINGS SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

APRIL 12, 2011

Held

20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 7:30 P.M. by Chairperson Norman Jepson, with Trustees Robert Brobst and Jane Hawn-Jackson, Fiscal Officer Marc D. Pope, Zoning Inspector Robert Vaughn, Fire Chief John Jyrovat and members of the public: Tony Korzun, Rosalie Keller, Dave Hawley, Linda Sabo, George Sabo, Vaughn Richmond, Jane Campbell, Robert Timbs, Tina Liviola, Bob Loudermilk, Joseph Guthrie, Dawn Cragon and Joyce Crease 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 the Saybrook Township Administrative Office (file #71) or, upon request, it can be copied onto a CD at the current cost of the CD.

Two cemetery deeds were signed that were on the table.

Chairperson Norman Jepson led the assembly in the Pledge of Allegiance to the Flag.

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

#1 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to dispense with the reading of the following Minutes:

March 22, 2011, Regular Meeting

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

#2 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Minutes:

March 22, 2011, Regular Meeting

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

FISCAL REPORT

Marc Pope read the Fiscal Report.

#3 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Warrants: 53710 – 53877

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

#4 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Then and Now's over \$3000.00:
Jones Equipment 3725.06

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

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#9 Robert Brobst 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

Robert Vaughn presented the Zoning Report.

#10 Jane Hawn-Jackson 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 read the Fire Report.

#11 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to remove all four Township 911 call boxes which are located at Stations #1, #2, #3 and the Township Office based on the Chief's recommendation.

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

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

Fire Chief John Jyurovat read the Water Rescue Report.

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

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

SAFETY

No report.

PUBLIC

Robert Timbs is concerned with the neighbor on Morningside dealing with drugs in the neighborhood and has been for years. He gave the Sheriff information last year and wanted to know what can be done? She is having sex outside and watching inappropriate movies outside. He is concerned with the kids in this area and their safety.

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Held APRIL 12, 2011 20

Trustees will try to get someone here from the Sheriff's Department on May 3, 2011 at 7:00 for the Work Session to discuss the Morningside issue and will confirm if this is possible.

Dawn Cragon stated she is trying to get the owners of the houses being demolished assessed on their taxes so those funds can be recycled for more homes to be demolished.

Rosalie Keller asked if Saybrook could pave New London Road west of Ninevah. The Road Superintendent said it would be reviewed.

Joyce Crease thanked the Trustees for attending the Special Meeting at the County Commissioners earlier today regarding Police Services for Saybrook.

A scheduled day for leaf bag pickup will be on Fridays whenever possible. Limb pickup was discussed and there will be no set day scheduled at this time.

OLD BUSINESS

#14 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to enter into the Project Agreement with the City of Ashtabula for the Board of Education of the Ashtabula Area City School District for the widening of various intersections on Wade Avenue, a copy of which can be found in the Addendum.

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

For the record - Wade Avenue widening of various intersections was advertised in the Star Beacon. The deadline for bids is April 26, 2011 at 4:00 pm and will be opened and publicly read on April 26, 2011 at 7:00 pm.

For the record – Bureau of Worker's Comp Ohio Safety Congress was attended by two Road employees, one Office employee and the Fire Chief on March 30 and 31, 2011. Certificates can be found in the Addendum.

For the record – Auditor of State's Ohio Local Government Officials' Conference was attended by two Office employees on April 6 and 7, 2011. Certificates can be found in the Addendum.

For the record – Saybrook will not apply for CDBG for New London Road for the extension of waterlines, majority of residents did not want it done.

For the record - American Income Life Insurance Company will address employees after the Drug Free Trainings in May (all three sessions) regarding the free \$2,000.00 life insurance policy and other options.

Township Road speed limits will be reviewed. The first list of roads to have speed studies done will be going to the County Engineer's office in late April or early May. Once back we will move forward to adopt speed limits.

The Draft Employee Safety Manual should be reviewed by Department Heads and three unions before taking action. Department Heads were instructed to get documentation.

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For the record – Annual Fire Extinguisher Training for employees is scheduled for May 2, 2011 at 12:00 at the Office. Our Fire Department is doing the training.

COMMITTEE REPORTS

Fire Station 1 Addition – Robert Brobst would like to bid out the addition however, it was decided to put this project on hold until we have determined the Township's finances.

Status of Fire Station 1, NOPEC

#15 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to replace the last two bay doors for Fire Station 1 from Eastdale Overhead Door Inc. at a cost not to exceed \$6,000.00, along with corresponding Purchase Order. (This will complete the NOPEC Grant work.)

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

COMMUNICATION/CORRESPONDENCE ALL FOR THE RECORD (All of which can be found in the Addendum)

- Senate Bill 5 information that pertains to the Township
- Received BWC credit of \$18.68, prorated to each department
- Free Fair Housing Seminar notice on April 15, 2011 at Auburn Career Center was posted at the Office if anyone wishes to attend
- First Energy contact person has changed for Ashtabula County
- County Health Department update on Senate Bill 110 - New Home Sewage Treatment Law
- Ashtabula County Board of Elections notification that on May 3, 2011 no election will be held at the Saybrook Administrative Office Building
- Ohio Department of Transportation, Government Day event for Ashtabula County is on 6-13-11 from 4:00-6:00 pm.
- 2010 Health Department Annual Report
- Veterans Memorial Park is seeking donations for new telescoping flagpoles
- Ohio Department of Job and Family Services contact information was faxed for the Occupational Employment Report
- Miscellaneous Newsletters

NEW BUSINESS

A Special Joint Meeting with Commissioners was held earlier today at 1:30 pm at the Commissioners' Offices in Jefferson to discuss Police Services.

For the record - North Bend issues are being worked on by the Health Department, Dog Warden, Human Society, Saybrook Zoning and Fire Departments.

For the record - Off road ditching form for Kister Court was signed and given to the County Engineer due to flooding on the road.

Trustees approved getting quotes for the Administrative Office cupola to be painted.

#16 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the purchase of three Tornado Shelter Signs for the Office, Road and Fire Station 1.

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

ANNOUNCEMENTS FOR THE RECORD:

- 4-22-11, Holiday, Offices Closed
- News Release for Zoning Boards vacancies, deadline to send letter of interest by 4-28-11
- News Release Drop Off Day for Saybrook residents is on May 21, 2011 between 8:00 am – 3:00 pm at the back of the Cemetery

#17 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to go into Executive Session at 8:38 pm to discuss contracts and personnel issues, action may be taken.

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

#18 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to return to Regular Session at 9:30 pm.

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

#19 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the Township's review and action on a case by case basis, the request of any full-time or part-time employee who elects to retire from either OPERS or OP&F (for purposes of receiving their pension) may be eligible to be rehired but only on part-time employment status, not full-time employment.

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

#20 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to accept Dan Riddell as a Water Rescue Volunteer based on the following being met:
 Providing required paperwork
 Attending the mandatory Drug Free Workplace, Workplace Violence and Harassment trainings in May
 Passing a background check
 Passing the Township's physical and drug screening

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

#21 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to allow the Zoning Inspector to work from home only for the Special Zoning Text Project; noting he has been advised this opens his personal computer to public records search.

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

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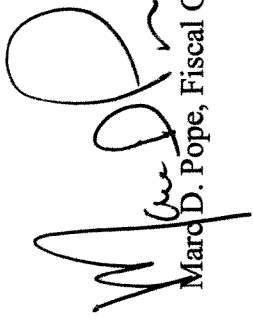
#22 Jane Hawn-Jackson moved, Robert Brobst seconded to use the services of Mark Finamore for independent reviews and recommendations for our Board of Zoning Appeals and Zoning Commission on a case by case basis at a cost of \$100.00 per hour.

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

The meeting was adjourned at approximately 9:35 p.m.



Norman Jepson, Chairperson



Marc D. Pope, Fiscal Officer