

# RECORD OF PROCEEDINGS

Minutes of

SAYBROOK TOWNSHIP TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

April 25, 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, Road Superintendent Marc Pope, and Fire Chief John Jyurovat. Members of the public: Tim Baum, Greg Strnisa, and Pat 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 # 04252017)

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.

March 28, 2017 Trustee Meeting  
March 30, 2017 Special 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.

March 28, 2017 Trustee Meeting  
March 30, 2017 Special 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 Gloria Baum moved resolution to approve payroll direct deposits #275-2017 thru #371-2017 and Warrants # 66253 thru # 66329 seconded by Robert Brobst.

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

#4 Robert Brobst moved resolution to approve the following Regular Purchase

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Orders and Then and Now Purchase Order #46-2017 thru 49-2017 seconded by Gloria Baum.

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

#5 Robert Brobst moved resolution to approve the following Then and Now Purchase Orders over \$3,000.00 seconded by Gloria Baum.

#46-2017 Andrews and Pontius \$4,680.00

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

#6 Robert Brobst moved resolution to approve the following Super Blanket Certificate #95-2017 thru 98-2017.

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 04/25/2017.

Total All Funds: \$ 1,456,069.96  
Current Investment Accounts: \$ 363,174.43  
Current Checking Account: \$ 1,092,895.53

#7 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**

Road Superintendent Marc Pope presented the Road Report.

#8 Norman Jepson moved resolution to award the stone bid to Simak Trucking and excavating, Inc. for the period of April 1, 2017 to March 31, 2018 seconded by Robert Brobst.

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

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#9 Norman Jepson moved resolution to receive the Road 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

## ZONING REPORT

No written report.

## FIRE REPORT

No written report.

## WATER RESCUE REPORT

No written report.

## PUBLIC

Greg Strnisa reported on a neighbor issue.

## OLD BUSINESS

#10 Norman Jepson moved resolution to approve and sign the CWA second addendum agreement seconded by Gloria Baum.

Roll Call Voting:

Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

## Communication/Correspondence

- Pre-Construction meeting was held Monday, April 10, 2017 from ODOT for improving SR 84 in various locations in Harpersfield, Geneva, and Saybrook Townships, Ashtabula County, Ohio, in accordance with plans and specifications by asphalt paving.
- 1<sup>st</sup> Annual Paws for the Cause, Sunday, August 20<sup>th</sup> 2017 11:00 a.m. – 5:00 p.m.
- @Wes Point Park in Downtown Willoughby. More information can be found in the addendum.
- Austinburg News Letter
- Ashtabula County Township Association Annual Fish Fry, Saturday, July 8<sup>th</sup>, 2017 12:00 pm to 6:00pm cost \$5.00 per person Rome Fire Hall.
- Northeast Ohio Township Association Meeting. Thursday, April 27, 2017, time 6:30 pm, Columbia Township, Lorain County
- Resident concerns with property located at 5234 North Ridge Road West. A copy of the complaint was given to zoning and the three trustees.

## NEW BUSINESS

#11 Norman Jepson moved resolution to participate in the ODOT Winter Contract (018-18) for Road Salt and authorized Road Superintendent Marc Pope to purchase up to 600 tons of Salt, seconded by Robert Brobst.

Roll Call Voting:

Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

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#12 Norman Jepson moved resolution to declare obsolete two pickup trucks (2/ea. 2004 Ford F2S. F250), seconded by Gloria Baum.

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

#13 Robert Brobst moved resolution to sell the two (2) obsolete pickup trucks for \$375.00 each to a Road Department employee, seconded by Norman Jepson.

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

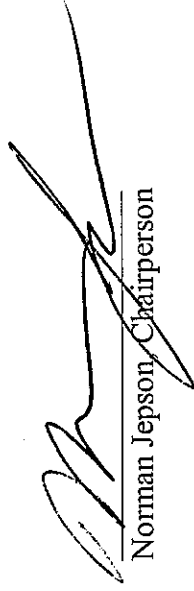
- Discussion regarding the Road Department starting work early for summer months needs to be reviews by Road Superintendent Marc Pope, Mr. Pope will give his recommendations.
- Discussion regarding a request from Stone Gate's board, requesting to have parking on one side of the road only, this will be passed along to the County Engineer for review

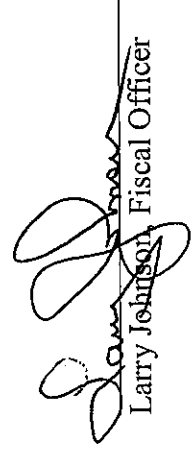
### Announcements for the Record:

- ODOT Transportation Weekly Traffic Advisor
- Carpenter Road will be closed from Wednesday, April 26, 2017 through Wednesday, June 7, 2017 for a lift station project. The road will be closed Monday-Friday and opened on the weekends during this period.

#14 Norman Jepson moved to adjourn the meeting at 7:25 pm seconded by Gloria Baum.

The meeting was adjourned.

  
Norman Jepson, Chairperson

  
Larry Johnson, Fiscal Officer