

RECORD OF PROCEEDINGS

Minutes of

Meeting

SAYBROOK TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

APRIL 26, 2011

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 Jyurovat and members of the public: Tony Korzun, Rosalie Keller, George Sabo, Greg Strnisa, Kathleen Kennedy and Clint Jackson 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 #72) or, upon request, it can be copied onto a CD at the current cost of the CD.

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

April 12, 2011, Special Joint Meeting
April 12, 2011, Regular Meeting
April 19, 2011, Employee Safety Meeting

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

#2 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the following Minutes: April 12, 2011, Special Joint Meeting

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

#3 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the following Minutes: April 12, 2011, Regular Meeting

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 following Minutes: April 19, 2011, Employee Safety Meeting

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

FISCAL REPORT

Marc Pope read the Fiscal Officer's Report.

#5 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Warrants: 53877-53970 (53878 Voided)

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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 following Then and Now over \$3000.00: Medical Mutual HRA 15,507.19

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 following Purchase Orders:
Medical Mutual HRA 15507.19 Visa 2150.97
Five Star International1283.32 Dominion East Ohio 15000.00

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

For the record – When we receive the August Estate Settlement check from the County, we will have \$6,261.81 deducted (or owed to them) for previous estate tax overpayments.

#8 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the transfer from the EMS Bank Account for \$322,000.00 to the Regular Savings Account. This is for 2009 and part of 2010 based on expenses as permitted in the ORC. We still have an additional \$117,593.28 which was paid for allowable EMS expenses but there was not enough money in the EMS Bank Account and we reserve the right to move said amount at a later date as it becomes available.

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

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

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

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

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

Total Cash Balance:	1,620,678.46
Current Investment Accounts:	819,369.36
Current Checking Account:	801,309.10

ROAD REPORT

Road Superintendent Marc Pope read the Road Report.

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#10 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to advertise for the stone purchases for 2011.

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

#11 Jane Hawn-Jackson moved, seconded by Robert Brobst 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.

#12 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

Chief John Jyurovat read the Fire Report.

#13 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to order a 50' Self Supporting Tower complete package including shipping from Northeastern Communications not to exceed \$7,500.00 and corresponding Purchase Order. (The tower base is already at Station 1.)

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

The purchase of a Fire Command Vehicle – a Ford Expedition through State Purchasing at a cost not to exceed \$30,000.00 was tabled.

#14 Jane Hawn-Jackson 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

Chief John Jyurovat read the Water Rescue Report.

#15 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to purchase a 2010 Sea Doo GTX 155 jet ski at a cost not to exceed \$9,900.00 and a Yacht Club Double Watercraft Trail jet ski trailer at a cost not to exceed \$1,500.00 from Loudermilk Tractor & Cycle Inc., and corresponding Purchase Order(s).

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

#16 Jane Hawn-Jackson moved, seconded by Robert Brobst 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

For the record - Draft Employee Safety Manual was discussed at the 4-19-11 Safety Meeting. Notices were posted at Road, Fire Station 1, Office and three Unions. The next Safety Meeting will host a Labor Management Meeting on 5-17-11 at 7:30 a.m. at Station 1 to review the Draft Employee Safety Manual, the final step before approval by the Trustees.

PUBLIC

Greg Strnisa asked about the status of the Police Protection levy and the \$330,000.00 going to the Sheriff's Department.

Lake Road Resident concerned about condition of neighbors property – Zoning Inspector is working on this.

For the record - Residents want a place to drop off limbs and leaf bags.

OLD BUSINESS

#17 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to advertise for the Administrative Office parking lot to be seal-coated and striped. (Include option for Road Department parking lot.)

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

The Waiver of Workers' Compensation for Recreational or Fitness Activities sign-offs by the firefighters was discussed and since the equipment is not being used, we are going to leave it as is for now regardless of Policy 2817.

Unfortunately the grant for the water line project on New London will not proceed due to not enough interest by the residents on this road.

For the record – North Bend Road residence - Dog Warden reported that the goats and alpacas are not fenced in and will run loose in road and neighbors property.

COMMITTEE REPORTS

For the record - Memorial Day Committee – A news release was faxed again on 4-25-11 regarding students writing an essay on “What Memorial Day Means to Me” – deadline is 5-3-11.

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

- Elk Drive house is believed to have sanitary sewer line problem and the residents are concerned – the Health Department has been notified

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- Ashtabula Area City Schools meeting on 4-19-11 regarding sidewalks by Elementary Campus on Wade Avenue was attended by Trustee Brobst and Road Superintendent Marc Pope
- Stonegate Subdivision – Received letter requesting several items to be done in their development
- Eagle Scout in Stow, Ohio requesting a letter of recognition, (not a Saybrook or County Resident)
- Brobst Tree Service invitation to view their EPA approved Compositing Site on North Bend Road
- Fair Housing Month Notice posted at Station 1, Road Building and Administrative Office
- Wells Fargo, free shredding on 4-30-11 from 9 am–noon at 3705 State Road, donations for Harvest for Hunger are being accepted
- Scrap Tire Collection will be on 4-30-11 from 9:00 am-1:00 pm at the Ashtabula County Fairgrounds
- Resident complimented our EMS Service and Road Department
- Motivational Seminar will be on 5-11-11 from 8:00 am – 4:45 pm at the Quicken Loans Arena, Cleveland, OH, cost is \$1.95 per person
- Frank Gates Workers’ Compensation Seminar, Trustee Brobst and Fiscal Officer Pope to attend on 5-18-11
- Sanborn Road-loose manhole cover reported & ACDES put temporary tape on
- Ohio Deferred Compensation, Contact and Information Update Form faxed
- Ohio Bureau Workers’ Comp notification of Saybrook’s removal from Drug-Free Safety Program for 2011, can reapply before 10-31-11 for 2012
- Miscellaneous newsletters

NEW BUSINESS

Resident requesting us to haul away tree that she wants to cut down, providing this service to her and all our residents will be discussed at the May 3, 2011 Special Meeting.

Resident wants to know if we will supply trash bags so she can clean up trash along the roads and can she dispose of the bags in our trash was discussed and decided against it because of the liability issue.

The Brown Road water problem was discussed and Trustee Brobst is working on it and it has been turned over to our insurance company. The County Engineer and Soil & Water gave some ideas to help alleviate the problem.

#18 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to participate in ODOT’s 2011-2012 sodium chloride bid for 1,850 tonnage.

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

#19 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to send a letter to Ashtabula City requesting 1226 Elk Drive rental house to be brought up to their required standards.

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

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ANNOUNCEMENTS FOR THE RECORD:

- 5-3-11, 7:00 p.m., Monthly Special Meeting

#20 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to enter into Executive Session (along with Fiscal Officer Marc Pope and Sheriff Johnson) to discuss the Police Protection contract at approximately 8:25 pm.

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

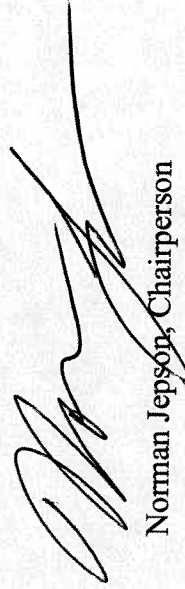
#21 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to return to Regular Meeting at approximately 9:55 pm.

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

#22 Jane Hawn-Jackson moved, seconded by Robert Brobst to adjourn the meeting at approximately 9:56 pm.

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

The meeting was adjourned.


Norman Jepson, Chairperson


Marc D. Pope, Fiscal Officer