

RECORD OF PROCEEDINGS

Minutes of

SAYBROOK-TOWNSHIP-TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

May 13, 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, Office Manager Lori Zebrasky, Fiscal Officer Larry Johnson, Fire Chief John Jyurovat, Road Superintendent Marc Pope and Zoning Inspector Robert Vaught. Members of the public: Greg Strnisa, Peggy Carlo, Gloria Baum and Donna Toothman 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 240).

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

Office Manager Lori Zebrasky 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.

There were no minutes ready for approval at this time.

SAFETY REPORT

Vice Chairman Robert Brobst read the Safety Report.

#1 Norman Jepson moved resolution, seconded by Robert Brobst to have John Jyurovat attend the Lake County Safety Expo BWC on Friday, May 16, 2014. (This is a make-up meeting) Safety Luncheon was missed in May. Township to pay Admission of \$30.00

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

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

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

FISCAL REPORT

Fiscal Officer Larry Johnson read the Fiscal Report.

#3 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve Warrants 61414 through 61523.

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

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#4 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following purchase orders 27-2014 through 33-2014. PO Regulars & Then and Now PO's.

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

As recommended by the State Auditors, a copy of the Bank Reconciliation Summary, Appropriation Summary, Revenue Summary, Payment Listing and Payroll are attached to this report.

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

Total Cash Balance:	1,804,101.94
Current Investment Accounts:	916,371.79
Current Checking Account:	887,730.15

Larry Johnson stated that the UAN is running well, girls in office have done a great job.

#5 Robert Brobst moved, seconded Norman Jepson to accept 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 read the Road Report.

#6 Robert Brobst moved resolution, seconded by Norman Jepson to have the Road Department mow the Southside of the old Clark Gas Station on Route 20 through the summer months.

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

#7 Norman Jepson moved, seconded by Robert Brobst to accept 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 read the Zoning Report.

#8 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to have

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WATER RESCUE REPORT

John Jyurovat read the Water Rescue Report.

Saybrook Water Rescue Team will be hosting a training session on 5/18/14. Training will be in the Ashtabula River. Topic: Swift Water Rescue.

#13 Norman Jepson moved, seconded by Robert Brobst to accept 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

PUBLIC

No Members of the public spoke

OLD BUSINESS

#14 Norman Jepson moved resolution, seconded by Robert Brobst to declare it necessary to have a replacement Fire Levy 7.5 MIL tax levy and request the Ashtabula County Auditor to certify the total current tax valuation of Saybrook Township unincorporated area along with the dollar amount of revenue that would be generated by that replacement levy.

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

#15 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to declare it necessary to have a renewal Road Levy 2.75 MIL tax levy and request the Ashtabula County Auditor to certify the total current tax valuation of Saybrook Township unincorporated area and the dollar amount of revenue that would be generated by that replacement levy.

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

COMMITTEE REPORTS

Memorial Day Parade Update: Trustee Jane Hawn-Jackson reported that the speaker will be Lt. Commander Dave Barbato for the Parade/Memorial Service.

COMMUNICATION/CORRESPONDENCE

- Lakeside Jr. & Sr. High School – Band, Choir and Orchestra Spring Concerts.
- Plymouth Township Newsletter
- ODOT Traffic Advisory
- Comcast Corporation & Time Warner Cable are merging
- Community forum for Library renovations, Wednesday, May 14, 2014 @ 6:00 pm.

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- Received notice from ODOT pre construction meeting to pave Route 45 North of CSX tracks, project to begin May 12th.

NEW BUSINESS

#16 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to purchase new desk for the UAN accounting office from Ashtabula Office Equipment in the amount of \$950.00 which includes assembly, delivery and set-up.

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

#17 Norman Jepson moved resolution, seconded by Robert Brobst to renew the Preventative Maintenance service agreement with Ziegler Heating Co. at a cost of \$625.00 for the Road and Administration Building. Preventative Maintenance four (4) visit per year 6-1-14 to 6-1-15

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

#18 Norman Jepson moved resolution, seconded by Robert Brobst to use Healthy Home Pest Control for Fire Station #2, at \$75.00 per quarter and the rental house an (as needed basis).

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

#19 Norman Jepson moved resolution, seconded by Robert Brobst to keep our current Managed Care Organization (MCO) Corvel for the Township.

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

#20 Norman Jepson moved resolution, seconded by Robert Brobst to use our in house trainers for mandatory BWC/Drug Free Workplace Training. This training is mandatory every year for all employees.

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

#21 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst for Steve Oeffner to destroy the old computer equipment at the Administration Office & Fire Department.

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

#22 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to move forward with the participation in the CRA (Community Reinvestment Act) program. A work shop is scheduled for May 27, 2014 at 5:30 p.m. to discuss in detail.

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

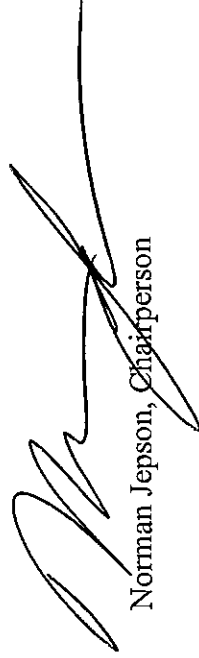
ANNOUNCEMENTS FOR THE RECORD

- May 26, 2014, Memorial Day, Offices closed for Holiday & Memorial Day Parade & Services
- May 17, 2014, 8:00 a.m.-3:00 p.m., Drop off Day in back of cemetery.

#23 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to adjourn the meeting at 11:36 a.m.

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

The meeting was adjourned.


Norman Jepson, Chairperson


Lori Zebrasky, Office Manager