

RECORD OF PROCEEDINGS SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

June 23, 2015

Held

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, Jane Hawn-Jackson, Fiscal Officer Larry Johnson, Road Superintendent Marc Pope, Fire Chief John Jyurovat and Zoning Inspector Robert Vaughn. Members of the public: Gloria Baum, Tim Baum, and Betsy Agey 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 # 06232015).

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.

Chairperson Jepson deferred from the agenda to open the asphalt/concrete bids

Asphalt/Concrete Bids: A legal ad was ran two time in the Star Beacon on June 5th and June 12th, 2015 which stated the following:

Sealed proposals will be received by the Saybrook Township Trustees 7247 Center Road, Ashtabula, Ohio 44004 until 4:00 p.m. on the 23rd of June 2015. Proposals will be opened and publicly read for furnishing asphaltic concrete, in accordance with specifications on file in Saybrook Township Office on Proposal #1. Any supplemental information desired by the person submitting a proposal may be obtained by contacting the Saybrook Township Road Superintendent 7247 Center road, Ashtabula, Ohio (440) 969-1106 each proposal shall contain the full name of each person or company submitting such proposal. Contractors or suppliers shall furnish MSDS sheets for any hazardous substance brought onto Township property or a Township job site. Each proposal must be in a sealed envelope and the outside thereof property marked "Asphaltic Concrete Bid". The specifications and bid sheet may be obtained at Saybrook Township Administrative Office located at 7247 Center Road, Ashtabula, Ohio 44004. (440) 969-1106 The Board of Trustees reserves the right to waive any and all informalities and the right to reject any and all proposals. By order of the Saybrook Township Trustee Norman Jepson, Chairman.

One bid was received and read publicly as follows:

Chairperson Jepson read the bid from Koski Construction, 5841 Woodman Avenue, P.O. Box 1038, Ashtabula, Ohio 44004 on June 22, 2015.

#1 Norman Jepson moved resolution, second by Robert Brobst to receive the bid as presented (which can be found in the addendum) No action was taken on awarding the bid. The bid will be reviewed by the Road Superintendent.

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

#2 Robert Brobst moved resolution, seconded by Norman Jepson to dispense with the reading of the following minutes:

June 9, 2015 Regular Meeting

RECORD OF PROCEEDINGS SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10146

June 23, 2015

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20

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 following minutes:

June 9, 2015 Regular Meeting

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

SAFETY REPORT

Trustee Robert Brobst presented the Safety Report.

#4 Norman Jepson moved, seconded by Jane Hawn-Jackson to receive the safety report, a copy which can be found in the addendum.

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

FISCAL REPORT

Fiscal Officer Larry Johnson presented the Fiscal report.

#5 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve Warrants 64115 thru 64199

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 purchase orders and then & now purchase order: 40-2015 through 43-2015

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 Super Blanket Certificate 77-2015 thru 78-2015.

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

As recommended by the State Auditors, a copy of the revenues status, appropriation status, purchase order status, fund status, payment listing and cash summary by fund are attached to this report. The previous month end was passed out for your review.

RECORD OF PROCEEDINGS
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Minutes of

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20

The following are a list of the un-audited balances after the above bills have been paid. Balances are as of 06/23/2015.

Total All Funds:	\$ 1,483,827.61
Current Investment Accounts:	\$ 936,356.74
Current Checking Account:	\$ 547,470.87

#8 Norman Jepson moved, seconded by Robert Brobst 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 AND CEMETARY REPORT

No written report

ZONING REPORT

Zoning Inspector Robert Vaughn presented the Zoning Report.

#9 Norman Jepson moved resolution, seconded by Robert Brobst to send proposed amendments to the 1987 Saybrook Township Zoning Regulations, article 12 signs to the Saybrook Township Zoning Commission and then to the Ashtabula County Planning Commission and then back to the Trustees for a final review.

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

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

#11 Norman Jepson moved resolution, seconded by Robert Brobst to approve a one year service contract with Physio Control at a cost of \$6,599. This would be coverage for 3 Lifepak 12's and 2 Lucas devices.

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

#12 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve Pete Teston to sign up for any unfilled shifts for the rest of the month and

RECORD OF PROCEEDINGS SAYBROOK TOWNSHIP TRUSTEES

Minutes of

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DAYTON LEGAL BLANK, INC., FORM NO. 101-148

June 23, 2015

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20

sign up for shifts on 6-24-15. Pete has completed his training period.

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

#13 Norman Jepson moved resolution, seconded by Robert Brobst to offer employment to Kaitlyn Garbenus as a probationary part-time dispatcher, subject to passing a physical, pre-employment drug screen and filling out the required paper work.

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

#14 Norman Jepson moved resolution, seconded by Robert Brobst to offer employment to Matthew Hicks as a probationary part-time firefighter subject to passing a physical, pre-employment drug screen and filling out the required paper work.

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

#15 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to rescind the offer of employment to Andrew Comberledge.

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

#16 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

No written report

PUBLIC

Nothing

OLD BUSINESS

#17 Norman Jepson moved resolution, seconded by Jane-Hawn-Jackson to offer direct deposit to any employee starting with the first pay of August 7, 2015 and will be mandatory for all new employees and come January 1, 2016 it will be mandatory for all employees of Saybrook Township.

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

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NEW BUSINESS

#18 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to renew our annual membership with the Ashtabula Chamber of Commerce for \$230.

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

#19 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to purchase Safety Luncheon coupons, \$130.00 for 11 coupons.

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

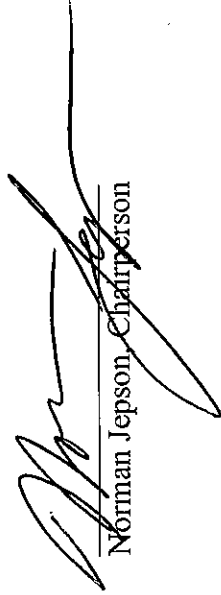
#20 Norman Jepson moved resolution, seconded by Robert Brobst to renew the service agreement with Waste Management effective 7-1-15 at \$124.01 a month.

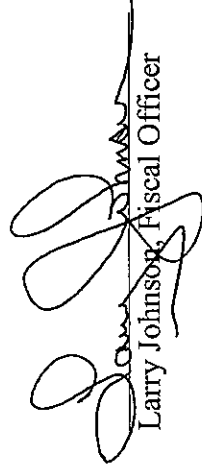
Roll Call Voting: Jane Hawn-Jackson Yes
 Robert Brobst Yes
 Norman Jepson Yes

#21 Norman Jepson moved, seconded by Jane Hawn-Jackson to adjourn the meeting at 7:32 pm.

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

The meeting was adjourned.


Norman Jepson, Chairperson


Larry Johnson, Fiscal Officer

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