

RECORD OF PROCEEDINGS SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

June 28, 2016

Held

20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 6:00 pm by Chairperson Norman Jepson, along with Trustees Robert Brobst, Gloria Baum, Fiscal Officer Larry Johnson, and Fire Chief John Jyurovat. Members of the public: 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 # 062842016).

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:

| | | |
|-------------------|---------------|-----------------|
| | June 14, 2016 | Trustee Meeting |
| Roll Call Voting: | Gloria Baum | Yes |
| | Robert Brobst | Yes |
| | Norman Jepson | Yes |

#2 Robert Brobst moved resolution to approve the following minutes with a correction to resolution #11 to add "four way stop" at Atlantic and Warrick, seconded by Gloria Baum:

| | | |
|-------------------|---------------|-----------------|
| | June 14, 2016 | Trustee 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 Robert Brobst moved resolution to approve Payroll Direct Deposits #621-2016 thru 670-2016 and Warrants # 65439 thru # 65485, seconded by Gloria Baum.

| | | |
|-------------------|---------------|-----|
| 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 Orders #36-2016 thru 37-2016, 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 Order over \$3,000.00, seconded by Gloria Baum.

#37-2016 Truckmen Truck Services \$3,335.97

| | | |
|-------------------|---------------|-----|
| 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, 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 06/28/2016.

| | |
|------------------------------|-----------------|
| Total All Funds: | \$ 1,081,983.81 |
| Current Investment Accounts: | \$ 491,579.02 |
| Current Checking Account: | \$ 590,404.79 |

#6 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 CEMETARY REPORT

No report.

ZONING REPORT

No report.

FIRE REPORT

Fire Chief, John Jyurovat, presented the Fire Report.

#7 Norman Jepson moved resolution to offer employment to Kristen Sharp as a probationary part-time dispatcher upon passing a physical, pre-employment drug screen and filling out the required paperwork, seconded by Robert Brobst.

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

#8 Norman Jepson moved resolution to terminate Greg Bones employment effective immediately based on failure to work shifts, seconded by Gloria Baum.

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

#9 Norman Jepson moved to receive the Fire 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

WATER RESCUE REPORT

Fire Chief John Jyurovat presented the Water Rescue report.

#10 Norman Jepson moved resolution that Mark Vosburg be moved to the position of Vice Commander of the Saybrook Water Rescue Services, seconded by Gloria Baum.

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

#11 Norman Jepson moved resolution to approve an invoice to "Truckmen Truck Services" in the amount of \$3,902.81 for repairs to the brake line and fuel tank on Unit 728 as a result of a D.O.T. inspection, seconded by Robert Brobst.

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

#12 Norman Jepson moved resolution to receive the Water Rescue 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

PUBLIC

None

OLD BUSINESS

#13 Gloria Baum moved resolution to send a letter to Flying J requesting the company to increase visibility on the "Truck Sign" entrance, seconded by Norman Jepson.

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

#14 Norman Jepson moved resolution to send a letter to the "Ohio Department of Transportation" requesting a traffic study at Route 20 and Sandborn Road, seconded by Robert Brobst.

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

Communication/Correspondence

- ODOT Weekly Traffic Advisory
- Letter dated 6/14/16 from Ashtabula County Auditor, Roger Corlett addressing changes in taxes on one property when there is development on another. Copy to 3T's

NEW BUSINESS

#15 Norman Jepson moved resolution to purchase ACSC lunch coupons at \$130.00 for 11, seconded by Gloria Baum.

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

#16 Norman Jepson moved resolution to send a letter to the Ashtabula County Land Bank supporting the purchase of property located at 3519 North Ridge West, Ashtabula, by Mr. David Whitaker and Mr. John Jyurovat, seconded by Gloria Baum.

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

#17 Norman Jepson moved resolution to amend Zoning map for Carlson Properties at 3111 N. Ridge Rd. West, Ashtabula, Ohio 44004, Parcel Nos: 480110002900 and 480110002901 from (R-4), Multi Family to (C-1), Commercial, seconded by Robert Brobst.

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

#18 Norman Jepson moved resolution to move the date to earn Wellness points under the IWS Wellness Program to December 31st each year. If an employee does not have points by year end, they will not be allowed to get them, seconded by Gloria Baum.

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

#19 Norman Jepson moved resolution to put a time delay on the Administration Building front door, seconded by Gloria Baum.

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

#20 Norman Jepson moved resolution to send a letter of congratulations to the

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Ashtabula DQ to thank them for outstanding cleanliness in the operation of their business, seconded by Robert Brobst.

Roll Call Voting:

| | |
|---------------|-----|
| Gloria Baum | Yes |
| Robert Brobst | Yes |
| Norman Jepson | Yes |

#21 Gloria Baum moved resolution to use the new updated zoning maintenance letter, seconded by Norman Jepson.

Roll Call Voting:

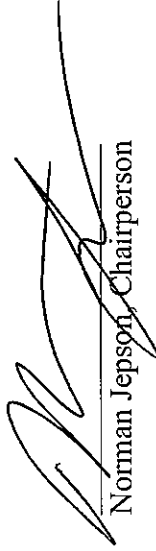
| | |
|---------------|-----|
| Gloria Baum | Yes |
| Robert Brobst | Yes |
| Norman Jepson | Yes |

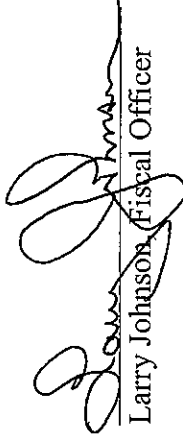
Announcements for the Record:

- Monday July 4, 2016 Offices closed to observe Independence Day.
- Dashboard Roundtable 5, Monday, July 11, 2016 9:00-11:00 am @ Kent State University, Ashtabula Branch, Blue/gold Room

#22 Norman Jepson moved to adjourn the meeting at 7:40 pm, seconded by Gloria Baum.

The meeting was adjourned.


Norman Jepson, Chairperson


Larry Johnson, Fiscal Officer

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