

RECORD OF PROCEEDINGS

Minutes of

SAYBROOK TOWNSHIP TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

JULY 23, 2013

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, Zoning Inspector Robert Vaughn, Fire Chief John Jyurovat, Road Superintendent Marc Pope, Office Manager Lori Zebrasky and members of the public: Andrew Branik, Chris Mixer, and Marnette Robinson were in attendance at the Saybrook Township Administrative Offices, 7247 Center Road, Saybrook Township, Ohio 44004. Trustee Jane Hawn-Jackson was not present; therefore no vote will be reflected for her.

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 198).

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

Office Manager Zebrasky stated that the meeting was being recorded for record purposes, if anyone else is recording, please so state for the record. No one stated they were recording.

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

July 9, 2013, Special Meeting, Budget
July 9, 2013, Regular Meeting
July 10, 2013, Special Meeting, Insurance
July 15, 2013, Safety Committee Meeting
July 17, 2013, Special Meeting, Insurance

Roll Call Voting: Robert Brobst Yes
Norman Jepson Yes

#2 Robert Brobst moved resolution, seconded by Norman Jepson to approve the following Minutes:

July 9, 2013, Special Meeting, Budget
July 9, 2013, Regular Meeting

Roll Call Voting: Robert Brobst Yes
Norman Jepson Yes

#3 Robert Brobst moved resolution, seconded by Norman Jepson to approve the July 10, 2013, Special Meeting Minutes.

Roll Call Voting: Robert Brobst Yes
Norman Jepson Yes

#4 Robert Brobst moved, seconded by Norman Jepson to receive for record purposes only the following Minutes:

July 15, 2013, Safety Committee Meeting
July 17, 2013, Special Meeting, Insurance

Voting: Robert Brobst Yes

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Norman Jepson Yes

Two cemetery deeds were signed.

SAFETY

No written report.

FISCAL REPORT

Chairperson Jepson read the Fiscal Report.

#5 Robert Brobst moved resolution, seconded by Norman Jepson to approve the following Warrants: 59381 - ~~59462~~ (Check #59380 Voided)
59460

Roll Call Voting: Robert Brobst Yes
 Norman Jepson Yes

#6 Robert Brobst moved resolution, seconded by Norman Jepson to approve the following Additional Blanket Certificates:

| | | | |
|---------|---------|---------|--------|
| 01-D-09 | 1000.00 | 10-A-09 | 901.74 |
| 10-A-10 | 472.50 | 10-A-15 | 283.73 |

Roll Call Voting: Robert Brobst Yes
 Norman Jepson Yes

#7 Robert Brobst moved resolution, seconded by Norman Jepson to approve the following Then and Now's over \$3000.00:

Melzer's Fuel Services Inc. 3167.68 Loveland & Brosius, LLC 4020.00

Roll Call Voting: Robert Brobst Yes
 Norman Jepson Yes

#8 Robert Brobst moved resolution, seconded by Norman Jepson to approve the following Purchase Orders:

| | | | |
|-----------------------------|---------|-------------------------|---------|
| Melzer's Fuel Services Inc. | 3167.68 | Loveland & Brosius, LLC | 4020.00 |
| Lindsay Harting | 8.94 | Emma Lou Buck | 50.00 |
| PennOhio Corp. | 2483.24 | State Road Occ. Medical | 2227.00 |

Roll Call Voting: Robert Brobst Yes
 Norman Jepson Yes

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

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

| | |
|------------------------------|----------------|
| Total Cash Balance: | \$1,427,222.41 |
| Current Investment Accounts: | \$ 992,124.76 |
| Current Checking Account: | \$ 435,097.65 |

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#9 Robert Brobst moved, seconded by Norman Jepson to receive the Fiscal Report, a copy of which can be found in the Addendum.

Voting: Robert Brobst Yes
Norman Jepson Yes

ROAD REPORT

Road Superintendent Marc Pope presented the Road Report.

#10 Robert Brobst moved, seconded by Norman Jepson to receive the Road Report, a copy of which can be found in the Addendum.

Voting: Robert Brobst Yes
Norman Jepson Yes

ZONING REPORT

Zoning Inspector Robert Vaughn presented the Zoning Report.

#11 Norman Jepson moved, seconded by Robert Brobst to receive the Zoning Report, a copy of which can be found in the Addendum.

Voting: Robert Brobst Yes
Norman Jepson Yes

FIRE REPORT

Fire Chief John Jyurovat presented the Fire Report.

#12 Norman Jepson moved resolution, seconded by Robert Brobst to grant a medical leave for Part-time Dispatcher Sharon Bradley beginning on August 3, 2013.

Roll Call Voting: Robert Brobst Yes
Norman Jepson Yes

#13 Norman Jepson moved, seconded by Robert Brobst to receive the Fire Report, a copy of which can be found in the Addendum.

Voting: Robert Brobst Yes
Norman Jepson Yes

WATER RESCUE REPORT

No written report.

PUBLIC

Chris Mixer stated the sewer rates are going up 10% in the next couple of years. The Trustees will send a letter to Ashtabula City protesting the rate increase.

Chris Mixer would like to see the old Clark Gas Station cleaned up and could the Township help out with this. It was stated that this has been a problem for 10 years. The Township will again look into this and will contact County Treasurer Dawn Cragon and James Mayer with the Department of Commerce.

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Chris Mixer stated that there are clothing boxes on the property at 2242 West Prospect. Since that property is abandoned, he is concerned that furniture and junk will be dropped off and it will become a mess. The Board would like the office to contact Childhood Disease Research (the owner of the boxes) to find out who gave them permission to place the boxes there.

Marnette Robinson of Forman Road stated she is concerned about the flooding due to road construction and railroad ties blocking the ditch and her home will be flooded out if something is not done. Trustee Brobst will look into this.

The Township received a letter from a Tuttle Road resident dated 7-12-13 along with photographs regarding Waste Management's access gate.

OLD BUSINESS

#14 Norman Jepson moved resolution, seconded by Robert Brobst to remain with the current Health Insurance Plan MMO 2500 HRA through Burnham & Flower Insurance Group with an increase of .95% through December 31, 2013. The Board of Trustees, Burnham & Flower Representative and Insurance Committee will meet in September to review plans and rates for the new PPACA Plan available for 2014.

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

Return to work with limitations was discussed and was decided to keep the policy as is.

COMMUNICATION/CORRESPONDENCE FOR THE RECORD

(All of which can be found in the Addendum)

- Full time Employee Notice, open enrollment period for insurance, changes must be done by 8-1-13
- Report of Sick Time Hours Used and Earned 2nd Quarter 2013
- NOPEC's Annual Report
- NEO Sustainable Communities Consortium, several open houses will be held
- Ashtabula County Convention & Visitors Bureau is having reelection of Board Members if anyone is interested in running
- Chamber of Commerce hosting Employment Law Update Seminar on 7-31-13
- NOPEC information
- Miscellaneous newsletters – available for public viewing

NEW BUSINESS

#15 Norman Jepson moved resolution, seconded by Robert Brobst to not object or request a hearing for a liquor license with the Ohio Division of Liquor Control for Saybrook Banquet Centre LLC located at 3116 North Bend Road, Saybrook Township.

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

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#16 Norman Jepson moved resolution, seconded by Robert Brobst to not object to or request hearings for any current liquor permits of businesses that will renew their permits that will expire on 10-1-13 in Saybrook Township with the Ohio Division of Liquor Control.

Roll Call Voting: Robert Brobst Yes
Norman Jepson Yes

#17 Norman Jepson moved resolution, seconded by Robert Brobst to contract with WebZar to keep the Township's website updated at a cost of \$94.50 per quarter and for WebZar to post various meeting minutes to the website at a cost of \$644.50 per year starting August 1, 2013 through July 31, 2014..

Roll Call Voting: Robert Brobst Yes
Norman Jepson Yes

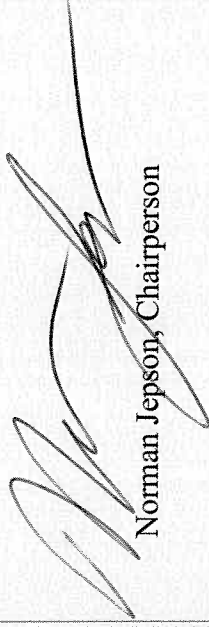
ANNOUNCEMENTS FOR THE RECORD

- July 30, 2013, 5:30 pm, Board of Zoning Appeals Public Hearing for Locust Drive

#18 Norman Jepson moved, seconded by Robert Brobst to adjourn the meeting at 7:20 pm.

Voting: Robert Brobst Yes
Norman Jepson Yes

The meeting was adjourned.



Norman Jepson, Chairperson



Lori Zebrasky, Office Manager