

**RECORD OF PROCEEDINGS**  
**SAYBROOK TOWNSHIP TRUSTEES**

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

July 26, 2016

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, Gloria Baum, Fiscal Officer Larry Johnson, Road Superintendent Marc Pope, Fire Chief John Jyurovat and Zoning Inspector Robert Vaughn. 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 # 07262016).

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:

	July 12, 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, seconded by Gloria Baum:

	July 12, 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 #718-2016 thru 769-2016 and Warrants # 65519 thru # 65575, 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 orders and Then and Now purchase order #39-2016 thru 41-2016, seconded by Gloria

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Baum.

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

#5 Robert Brobst moved resolution approving the Then and Now purchase orders over \$3,000, seconded by Gloria Baum.

39-2016 The Penn Ohio Corporation \$ 3,819.05  
41-2016 Koski Construction \$59,774.90

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

#6 Robert Brobst moved resolution to approve the following Super Blanket Certificate # 80-2016 thru # 81-2016, seconded by Gloria Baum.

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 07/26/2016.

Total All Funds: \$ 869,280.80  
Current Investment Accounts: \$ 499,344.85  
Current Checking Account: \$ 369,935.95

#7 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 CEMETERY REPORT**

Road Superintendent Marc Pope presented the Road and Cemetery Report.

#8 Norman Jepson moved to receive the Road and Cemetery 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

**ZONING REPORT**

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Zoning Inspector Robert Vaughn presented the Zoning Report.

#9 Norman Jepson moved to receive the Zoning Report, a copy of which can be found the Addendum, seconded by Gloria Baum.

Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

**FIRE REPORT**

No report.

**WATER RESCUE REPORT**

Fire Chief John Jyurovat presented Water Rescue Report.

#10 Robert Brobst moved resolution to approve the quote #93 from Just Add Water for the following listed below, seconded by Gloria Baum.

- 6 Sherwood Blizzard Regulators \$ 400.00/ per unit
- 6 Sherwood Blizzard 2<sup>nd</sup> Stage with hose \$ 190/00/ per unit
- 6 Sherwood Silhouette B.C.D. \$ 299.00/ per unit
- 6 Sherwood Pro Kit \$ 132.00/ per unit
- 6 Sherwood 2 Gauge Console Msx Depth \$ 200.00/ per unit

Total

\$ 7,526.00

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

#11 Norman Jepson moved resolution to approve the purchase from Zoro, 909 Asbury Drive, Buffalo Grove, IL 60089 Quote # 55751 1/ea. Nylon Dry Suit, size small for \$565.36, seconded by Gloria Baum.

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

#12 Robert Bobst moved resolution to approve the purchase from Zoro, quote # 55752 for 2/ea. Nylon Dry Suites size 2XL for \$546.91 each for a total of \$1,093.82, seconded by Gloria Baum.

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

#13 Robert Brobst moved resolution to approve the purchase from N.R.S, 2009 S. Main St. Moscow, ID, 83843 Invoice # 444082 for a pair of N.R.S. work boot / wet shoe, size 7,9,11 at \$67.96 each for a total of \$203.88, seconded by Norman Jepson.

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

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#14 Norman Jepson moved resolution to offer Brittany Lee Dell a position as a volunteer Water Rescue Member, subject to her passing a physical, pre-employment drug screen, and filling out the required paperwork, seconded by Gloria Baum.

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

#15 Norman Jepson moved to receive the Water Rescue 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

## PUBLIC

None

## OLD BUSINESS

None

## Communication/Correspondence

- ODOT Weekly Traffic Advisory
- Ashtabula County District Library
- ODOT Per-Construction conference Tuesday, July 26, 2016 at 10:00 am. Re: Ashtabula County SR 45/84, Improving ATB -45/84 by replacing the concrete deck and rehabilitation the substructure on Bridge No. ATB-45-1484 and by replacing the existing 3-sided culvert with a box culvert at ATB-84-0797

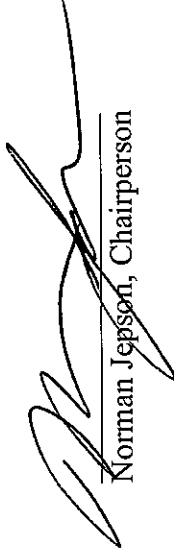
## NEW BUSINESS

#16 Norman Jepson moved resolution to approve the purchase of a new Dell PowerEdge T430 server at a cost of no more than \$3,000.00, seconded by Robert Brobst.

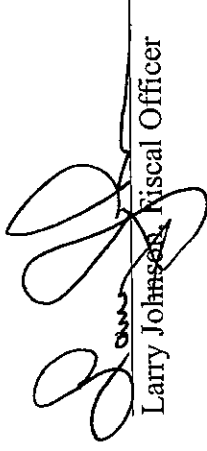
Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes  
Norman Jepson Yes

#17 Norman Jepson moved to adjourn the meeting at 7:15 pm, seconded by Gloria Baum.

The meeting was adjourned.



Norman Jepson, Chairperson



Larry Johnson, Fiscal Officer