

RECORD OF PROCEEDINGS

Minutes of

Meeting

SAYBROOK TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

AUGUST 9, 2011

20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 7:30 P.M. by Chairperson Norman Jepson, with Trustees Robert Brobst and Jane Hawn-Jackson, Fiscal Officer Marc D. Pope, Zoning Inspector Robert Vaughn, Fire Chief John Jurovat and members of the public: Alex Pope, Betsy Agey, Kathleen Kennedy and Dean Moore 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 #88) or, upon request; it can be copied onto a CD at the current cost of the CD.

Chairperson Norman Jepson led the assembly in the Pledge of Allegiance to the Flag.

Fiscal Officer Mark Pope stated that the meeting was being recorded for record purposes only, if anyone else is recording, please so state for the record. No one stated they were recording.

#1 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to dispense with the reading of the following Minutes:

July 26, 2011, Regular Meeting
July 29, 2011, Special Meeting
August 2, 2011, Special Monthly Meeting

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

#2 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the following July 26, 2011, Regular Meeting Minutes.

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

#3 Robert Brobst moved Resolution, seconded by Norman Jepson to approve the following Minutes:

July 29, 2011, Special Meeting
August 2, 2011, Special Monthly Meeting

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

FISCAL REPORT

Marc Pope presented the Fiscal Report.

#4 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to pass a resolution approving the following Warrants: 54556 -54659

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

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#5 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the additional Blanket Certificate: 10A10V 2274.82

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

#6 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the following Purchase Orders:

Truckmen Truck Services	2281.23	Andrews & Pontius, LLC	1736.00
Koski Construction Co.	2900.00	Xerox Corporation	1000.00
Melzer's Fuel Service Inc.	2953.95	Kinder Morgan	2700.06
Newhouse, Prophater, Letcher & Moots, LLC	1680.00		

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

#7 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the following Street Lighting Certifications to the County Auditor and signed them, copies of which can be found in the Addendum:

#21-060	Depot Road, (Route 84 to Route 20)
#21-063	Francis Avenue & Sanborn Road
#21-065	Hallwood Allotment
#21-074	Linwood Drive
#21-080	Atlantic Avenue (AKA West 13 th Street)
#21-084	Stonegate Subdivision
#21-086	Ketchum Avenue
#21-087	Savannah Drive
#21-093	Century Bay Subdivision

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

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

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

Total Cash Balance:	2,301,585.74
Current Investment Accounts:	856,634.97
Current Checking Account:	1,444,950.77

#8 Jane Hawn-Jackson moved, seconded by Robert Brobst to receive the Fiscal Officer's Report, a copy of which can be found in the Addendum.

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

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ROAD REPORT

Road Superintendent Marc Pope read the Road Report.

#9 Jane Hawn-Jackson moved, seconded by Robert Brobst to receive 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 presented the Zoning Report.

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

Chief Jyurovat read the Fire Report.

#11 Norman Jepson moved resolution, seconded by Robert Brobst to contract with DBL Masonry & Concrete LLC of Jefferson, Ohio to install the tower base at a cost not to exceed \$3,000.00, along with the corresponding Purchase Order.

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

#12 Norman Jepson moved resolution, seconded by Robert Brobst to contract with GCR Tire Centers to replace four tires on Engine 711 at a cost not to exceed \$2,700.00 including mounting and balancing, along with the corresponding Purchase Order.

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

#13 Norman Jepson moved resolution, seconded by Robert Brobst to accept as "Regular Status" Part-time Dispatcher Antonio Feralo and to raise his rate from the regular rate less 24 cents of \$8.82 per hour to the regular status rate of \$9.06 per hour effective 8-13-11 removing him from probationary status since he has completed one year.

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

#14 Norman Jepson moved resolution, seconded by Robert Brobst to accept as "Regular Status" Part-time Dispatcher Hailey Burns and to raise his rate from the regular rate less 24 cents of \$8.82 per hour to the regular status rate of \$9.06 per hour

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effective 8-16-11 removing him from probationary status since she has completed one year.

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

#15 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to accept as "Regular Status" Part-time Dispatcher Jeff Mussig and to raise his rate from the regular rate less 24 cents of \$8.82 per hour to the regular status rate of \$9.06 per hour effective 8-23-11 removing him from probationary status since he has completed one year.

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

#16 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to hire Cheryl Kent as a Probationary Part-time Dispatcher at a rate of \$7.98 per hour based on her providing the required paperwork and then passing the appropriate Township physical which includes a drug test.

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

#17 Norm Jepson moved, seconded by Robert Brobst 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

Safety Officer Scott Cole recommended doing something special for employees to celebrate 100 completed safety improvements items.

PUBLIC

Kathleen Kennedy stated Saybrook Park looks good. She also said she attended a meeting/luncheon at the Park and Federal Representative Steven LaTourette was there and she told them that the Saybrook Trustees do a good job running the Township.

OLD BUSINESS

#18 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to require all covered employees to fill out FormFire on line before September 1, 2011 as was discussed at the July 26, 2011 employee meeting with the Insurance Company and was agreed to by the employees in attendance.

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

#19 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to contract with Koski Construction Company for the Brown Road drainage project which

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7-20-11 on Conforming Boundaries

- IAFF Union letter received, Mike Cliff was elected President of IAFF Local 3196
- Hazardous Waste Collection and Prescription Drug Take Back for County will be 9-17-11, 9:00 am - 1:00 pm, cost is \$10.00 per vehicle
- Ohio Police & Fire Pension Fund 2010 Annual Report
- Ohio Township Association Risk Management Authority 2010 Annual Report
- Miscellaneous newsletters

NEW BUSINESS

For the record – There will be a Public Hearing on 9-6-11 at 10:00 am in Columbus regarding the Auditor of State’s intention to adopt and amend Audit Rates for Local Public Offices and Uniform Accounting Network Participation Costs.

#22 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the Neighborhood Watch for East Geneva Lakelands and to have four signs installed north of 531 after we receive the required paperwork on residents participating in the program.

Roll Call Voting:

Jane Hawn-Jackson	Yes
Robert Brobst	Yes
Norman Jepson	Yes

#23 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to acknowledge Stan Wnoroski retirement after 40 years of service as a Trooper and then Dispatcher for the Ohio State Highway Patrol at the Saybrook Post.

Roll Call Voting:

Jane Hawn-Jackson	Yes
Robert Brobst	Yes
Norman Jepson	Yes

#24 Robert Brobst moved resolution, seconded by Norman Jepson to contract with Koski Construction Company to pave Huntington and Wingate Courts with 1 ¼” of 448-I asphalt on approximately 25,500 square feet, place two butt joints, one at Stowe Road and one at the intersection of roadway and cul-de-sac of Huntington Court in the amount of \$22,000.00, a copy of the contract can be found in the Addendum.

Roll Call Voting:

Jane Hawn-Jackson	Abstain
Robert Brobst	Yes
Norman Jepson	Yes

ANNOUNCEMENTS FOR THE RECORD

- August 23, 2011, 7:30 pm, Regular Meeting

#25 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to go into Executive Session to discuss contracts at approximately 8:15 pm, no action will be taken. The three Trustees, Marc Pope and Chief Jyurovat went into Executive Session.

Roll Call Voting:

Jane Hawn-Jackson	Yes
Robert Brobst	Yes
Norman Jepson	Yes

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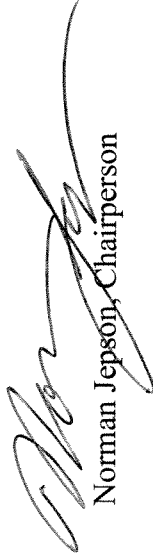
#26 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to return to Regular Session at approximately 8:40 pm.

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

#27 Jane Hawn-Jackson moved, seconded by Robert Brobst to adjourn the meeting at approximately 8:40 pm.

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

The meeting was adjourned.


Norman Jepson, Chairperson


Marc D. Pope, Fiscal Officer