

RECORD OF PROCEEDINGS

Minutes of

SAYBROOK TOWNSHIP TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

SEPTEMBER 10, 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 and Jane Hawn-Jackson, Zoning Inspector Robert Vaughn, Fire Chief John Jyurovat, Road Superintendent Marc Pope, Office Manager Lori Zebrasky and members of the public: Kathleen Kennedy, Kathy Mancini, David Garver, Olive Garver, Betsy Agey, Greg Strnisa, Gloria Baum, Tim Baum, Debbie Withrow, Hal Withrow, Joan Dailey, Richard Vandegrift, Charlotte Roberts, Gary Roberts, Larry Johnson, Lynde Rooks and Ed Williams 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 204).

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 Jane Hawn-Jackson to dispense with the reading of the August 27, 2013, Regular Meeting Minutes.

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

#2 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the August 27, 2013, Regular Meeting Minutes.

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

SAFETY

All Township employees have completed the Drug Free Training as of 8-31-13.

The next Safety Committee meeting will be September 16th at 8:00 am at the Administration Building and then they will meet quarterly.

FISCAL REPORT

Chairperson Jepson read the Fiscal Report.

#3 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Warrants: 59786 thru 59870

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

#4 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the Then and Now's over \$3000.00: Simak Trucking & Excavating for \$9,521.42. (This should have been on the August 27, 2013 report; it was listed on the Purchase Order part of the report but was missed on the Then & Now part.)

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ROAD REPORT

Road Superintendent Marc Pope presented the Road Report.

#8 Robert Brobst moved, seconded by Norman Jepson 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.

#9 Robert Brobst 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.

#10 Norman Jepson moved resolution, seconded by Robert Brobst to renew the Technical Service Support Agreement with Physio Control for three Lifepak 12s from 10-1-13 through 9-30-15 at a cost of \$6,480.00 per year, along with the required corresponding Purchase Order.

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

#11 Norman 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

FIRE REPORT – PERSONNEL

#12 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve Part-time Firefighter/EMT Harold (Brad) Loudermilk, who has completed his 48 hour training period, to sign up for any unfilled shifts as of September 11, 2013 at a rate of \$10.50 per hour and to sign up for shifts on September 25, 2013. He will remain on probation until July 29, 2014.

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

#13 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve Part-time Firefighter/EMT Tim Hall, who will complete his 48 hour training period on September 15, 2013, to sign up for any unfilled shifts after that date at a

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rate of \$10.50 per hour and to sign up for shifts on September 25, 2013. He will remain on probation until July 24, 2014.

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

#14 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to accept Part-time Dispatcher Stacey Millberg's voluntary resignation due to her lack of notifying Chief Jyurovat of her desire to return to work one week before the end of her three month leave of absence which ended on August 6, 2013. Her last day worked was May 7, 2013.

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

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

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

PUBLIC

Greg Strnisa asked the Trustees about additional training for the Board of Zoning Appeals due to three new members on the Board. The Trustees should be presented with the cost and they will review it. Chairperson Jepson stated that Zoning is supported by the General Fund which took a big hit in loss of funding and there may not be funding to apply to training.

Kathleen Kennedy presented the Trustees with a letter dated April 25, 2010 from her to the Office Manager at the time, regarding several homes in the Lakelands Community allotment that are either abandoned or in need of repair and asked if the Township could help by either getting them torn down or get the owners to do maintenance on their property.

David Garver passed out picture of homes the Association would like to be torn down or repaired. He asked if this is a Township zoning problem. Norman Jepson stated that it could be a Health Department issue. Zoning Inspector Robert Vaughn said the owners could be cited or maybe the Township could apply for a grant to tear down the houses but it is a long process and could be very costly and the Township doesn't have the funding. Our Zoning Inspector is only part-time and we can only address building maintenance but some of the homes will fall under health and safety and the Health Department would need to address them.

Gary Roberts asked if it would help to gather the information and give it to Zoning Inspector Robert Vaughn and the Board stated it would be very helpful.

Kathleen Kennedy stated that some of the properties in the pictures submitted by Garver above, may be duplicates in the April 25, 2010 letter of homes that need repaired or demolished.

David Garver asked if the drainage ditches in the Lakelands allotment could be

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cleaned and was told to present a list of ditches that need to be done to Road Superintendent Marc Pope and that the Road Department can take care of them.

Frances Bohn asked that if some of the houses in the pictures were on the list in the letter dated April 25, 2010, wouldn't that put them on the top of the list to be demolished. Jane Hawn-Jackson stated that the letter was before the Zoning Inspector started working for the Township and that it is a new issue. She also stated that it could take three to four years to get a house demolished if the County Building Department states that it should be demolished; it is not up to the Township to decide this.

Conrad Bohn asked if the County could clean up properties and then bill the property owners. He stated that people are camping out in the houses weeks at a time. He was told to contact the Sheriff's Department if he sees it happening again.

Century Bay resident who requested the Township to do maintenance of rain water drain on his property was reported to the County Engineer by Trustee Brobst.

Received a letter from Tuttle Road resident regarding the use of Waste Management's access gate and a picture was enclosed.

OLD BUSINESS

The County Building Department is unable to condemn the old Clark Gas Station on Rt. 20.

A letter was sent to the County Prosecutor in regard to financing the Road Department truck.

Reopening of Station 2 was discussed. Trustee Hawn-Jackson looked at the rental house by Station 2 and feels the Trustees need to look at it again as an option for sleeping quarters for the firefighters. The rental house is in need of additional work.

COMMUNICATION/CORRESPONDENCE FOR THE RECORD

(All of which can be found in the Addendum)

- Labor Relations Seminar is 9-20-13 from 9 am – 3:30 pm, cost \$189.00
- OTA notice, Township is required to bury/cremate at our expense indigent person
- OTA, Township must provide notice to all employees about new Health Insurance Exchanges by 10-1-13
- County Engineer Road Closing Notice, New London Road .5 miles east of Ninevah, from 9-3-13 – 9-13-13
- ACDES, Waterline Advisory Committee, next meeting 9-18-13 at 7 pm, minutes from 4-17-13 meeting
- HIPPA training has been completed by all Fire Fighters, Dispatchers, necessary office personnel and IT consultant
- Miscellaneous newsletters – available for public viewing

NEW BUSINESS

The IT proposal from Oeffner for September was tabled.

#16 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to pay for all employees and Water Rescue volunteer's choice of flu shots; 3 strain for \$20.00, 4 strain for \$25.00 and high dose for \$40.00, paid from each Departments Fund.

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 Robert Brobst Yes
 Norman Jepson Yes

The Clerk of Courts requested an item that represents the Township to display in Jefferson. The Trustees will come up with something to send them to use.

Trick or Treat in Saybrook will be the same day and time as Ashtabula City. The City may change it to a Saturday. Saybrook Fire Department will have ghoulish patrol and give out treats in Saybrook as in previous years.

ANNOUNCEMENTS FOR THE RECORD

- September 16, 2013, 5:30 pm, Board of Zoning Appeals Public Hearing, 6427 Lake Road West
- September 25, 2013, 3:00 pm, Insurance Meeting

#17 Jane Hawn-Jackson moved, seconded by Robert Brobst to adjourn the meeting at 7:58 pm.

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

The meeting was adjourned.


Norman Jepson, Chairperson


Lori Zebrasky, Office Manager