

RECORD OF PROCEEDINGS

Minutes of

Meeting

SAYBROOK TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held SEPTEMBER 11, 2012

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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 Joyce Crease, Zoning Inspector Robert Vaughn, Fire Chief John Jyurovat, Road Superintendent Marc Pope and members of the public: Betsy Agey, Kathleen Kennedy, Sharen Lyons, Bill Swanson, Jerry Walton, Sandra Hupertz, Susan Miller, Dorothy Conlew Edwards and Fran Smith 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 (jobs 143-145) or, upon request; it can be copied onto a CD at the current cost of the CD.

Chairperson Jepson called for a moment of silence for Patriots Day in memory of 911.

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

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

August 28, 2012, Special Meeting
August 28, 2012, Regular Meeting

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

#2 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the following Minutes:

August 28, 2012, Special Meeting
August 28, 2012, Regular Meeting

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

FISCAL REPORT

The Fiscal Report was read by Chairperson Jepson.

#3 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Warrants: 57302 – 57387, Check 57352 was voided

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

#4 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Then and Now's over \$3000.00:

Kinder Morgan 11,058.97 Koski Construction 216,583.17

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

#5 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the following Purchase Orders:
Kinder Morgan 11,058.97 Koski Construction 216,583.17
Auditor of State 500.00 UZ Engineered Prod. 500.00
Melzer's Fuel 2,806.86 Hassett Roofing 770.00
Consumers Life Insur. 1,178.45 Infinity Resources 5,000.00

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

#6 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following additional Blanket Certificates:
10-A-09 436.56 04-A-07 1,000.00

Roll Call Voting: Robert Brobst Yes
Jane Hawn-Jackson 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 earlier for the Trustees review.

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

Total Cash Balance: \$ 2,107,774.57
Current Investment Accounts: \$ 1,005,809.46
Current Checking Account: \$ 1,101,965.11

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

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

ROAD REPORT

Road Superintendent Marc Pope presented the Road Report.

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

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

ZONING REPORT

Zoning Inspector Robert Vaughn presented the Zoning Report.

#9 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to

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schedule a Public Hearing regarding the proposed Zoning Text Amendments of Article 10, Section 1002, Private Swimming Pools, Item 3 and Article 2, Definitions, Swimming Pool for September 25, 2012 at 7:00 pm at the Township Office located at 7247 Center Road, Ashtabula, Ohio.

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

#10 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to approve the purchase of the "Ohio Planning and Zoning Law, 2012 ed." at a cost of approximately \$300.00 and the "2012 International Residential Code for One and Two Family Dwellings" at a cost of approximately \$100.00.

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

#11 Jane Hawn-Jackson moved, seconded by Robert Brobst to receive the Zoning Report, a copy of which can be found in the Addendum.

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

FIRE REPORT

Fire Chief John Jyurovat presented the Fire Report.

#12 Norman Jepson moved resolution, seconded by Robert Brobst to do repair work at Station 1 as follows: contract with Ashtabula Vinyl of 1478 Rt. 46 North, Jefferson, Ohio 44047 to supply and install hide-a-vent soffit at Station 1, cap all fascia and freeze boards with aluminum soffit and install gutter and downspouts on the west side and front of Station 1 at a cost not to exceed \$4,000.00, to purchase paint and rent a sprayer from Sherwin Williams at a cost not to exceed \$1,00.00, and to purchase materials from Carter Lumber to cover and repair the wood around bays one and two at a cost not to exceed \$1,500.00, for a total cost not to exceed \$6,000.00 along with the required corresponding Purchase Orders, cost to be paid from Capital Building Fund which is money from the Fire Fund.

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

#13 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to accept as "Regular Status" Full-time Captain/Firefighter Mike Cliff effective September 22, 2012 removing him from "Captain" Probationary Status since he will have six months as Captain on said date.

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

#14 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to accept as "Regular Status" Part-time Dispatcher Cheryl Kent and to raise her rate from \$9.32 per hour to the regular status rate of \$9.56 per hour per Bargaining Agreement

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effective September 15, 2012, removing her from probationary status since she will have completed one year on said date.

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

#15 Jane Hawn-Jackson moved, seconded by Robert Brobst to receive the Fire Report, a copy of which can be found in the Addendum.

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

WATER RESCUE REPORT

Chief John Jyurovat presented the Water Rescue Report.

#16 Jane Hawn-Jackson moved, seconded by Robert Brobst to receive the Water Rescue Report, a copy of which can be found in the Addendum.

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

SAFETY

Received One Incident Report, Unit 712's tire was punctured by a piece of wood while out on call and has been replaced.

All Safety Committee Meetings will be on the third Tuesday of each month and the time may possibly change from 7:30 am to noon or 3:00 pm after discussion with Committee Members.

PUBLIC

Sandra Crabb of Crabbs' Surveying Services, Inc. stated that she tried to have a lot combination done for a client in August and was treated rude and unprofessional by an employee in the office.

Fran Smith of Rudd Road stated that she is very unhappy with the debris left on the vacant land behind her home after logging was done on that property. She is concerned that this vegetation, which is piled higher than her, will create flooding issues on her property and the adjoining neighbors. What can be done to help her avoid the possible flooding in this area? Unfortunately her ditches to the back and sides of her yard are private ditches on private property and the Township is unable to do any work on private property. The exception is when flooding from private property brings water onto our roadways, we can then do work to eliminate the water from coming onto and ruining our road surfaces. She also mentioned concern over possible drilling on that property when it sells. Trustee Jepson stated that the County Engineer will notify us if a drilling permit is issued by the County and we will let Mrs. Smith know (we are not able to require permits for drilling and at least she will have some notice).

Sue Miller was concerned with the vacant properties along Route 20 in Saybrook, such as the old vacant Clark Gas Station and other vacant stores. Trustees Brobst and Jepson stated that they have in the past just gone on the property and cleaned it up on their own. We can't keep doing that as we have quite a few properties in the

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same condition and without permission, are just not allowed to do this even as individuals. We have been working on this issue, however, we have very little power and it is a lengthy process. The Zoning Inspector has been on this from the start of spring and will continue. Come winter and the vegetation dies off, we can't do anything and then we will start again in the spring. Please know that we as a Township are doing what we can to the extent we are permitted under the Ohio Revised Code.

Bill Swanson addressed the Board (he was here at the last meeting and had contacted the office about two months before that, which was addressed at a Board Meeting at that time) about the four wheelers running across the street from him at Gerald Road and Route 20. He has concerns about the noise, dust, stones and also concerned for their safety. They found out who the property owners are and noted that one of the owners is also one of the several riders. He has talked directly to some of the riders and they have been polite and the situation is getting better but it is still an issue for residents in that area. Trustees stated they are willing to come out and see it first hand and Brobst told him to call when it is happening and he would come out. We are working through some Zoning options on this and we would like to take care of this, however again, our ability to deal with this is very limited in the Ohio Revised Code. We will continue to try to work with the property owners regarding this matter.

A Renko Road resident called and said cars are speeding on Renko Road and wondered if the speed limit could be lowered from 45 mph. It was stated that if a speed study was done, the speed limit would be raised to 55 mph and that we are better off leaving it as is. The state sets the requirements, it is not our choice.

Tuttle Road resident sent the Township a letter regarding the use of locked gates at Waste Management. A letter has recently been sent to this resident from the Trustees regarding this matter as there is nothing we can do as Waste Management is located in Geneva Township.

OLD BUSINESS

Another meeting is scheduled for negotiations with Part Time Employees of Saybrook Township Fire Department Union.

Employment Ads ran on August 19th and August 26th for Part-time Firefighters and Dispatchers and we received three Firefighter applications and five or six Dispatcher applications.

Pending items that are needed from the Chief are Station 2's Inventory and to develop and verify SCUBA Inspection form (Water Rescue).

COMMUNICATION/CORRESPONDENCE FOR THE RECORD

(All of which can be found in the Addendum)

- ODOT invitation to Rural Consultation "open house" meeting on 10-2-12, from 12:00 – 4:00 pm at the Seven Hills County Garage
- City of Ashtabula Fire Dept, issue with phone lines
- ACDES will repair sanitary manhole on Sanborn, will take one or two weeks, west lane will be shut down
- City of Geneva, protocol for dispatching Geneva-on-the-Lake jurisdiction, should not be automatic aid; notice was posted at Station 1 to clarify this procedure, current protocol should be reviewed
- Township Waterline Meeting will be 9-19-12 at 7:00 pm in Jefferson and copy of 9-16-12 meeting minutes

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- Saybrook Firefighters Association's Annual Reverse Raffle is 10-6-12, \$50 per couple if anyone wants a ticket
- County Community Services & Planning, Ashtabula Coastal Management Plan meeting is 9-24-12 at 6:30 pm
- American Red Cross requesting donation for "Save a Family Campaign"
- Updated information for Ohio Municipal Township Roster was sent to Secretary of State's Office
- Health Care for Business information regarding DOT Consortium
- Miscellaneous newsletters

NEW BUSINESS

#17 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve retired Full-time Firefighter Jim Berg's sick time buy-out for \$10,820.00 to be paid on the September 20, 2012 Payroll.

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

Trustee Brobst left the meeting while this discussion took place. The Township received two quotes for four trees that need to be cut down on Elk Drive and two trees on Munson Hill Road. Brobst Tree and Stump Service quoted \$2,200.00 for Elk Drive and \$800.00 for two trees on Munson Hill Road and Randolph's Tree and Lawncare quoted \$2,400.00 for Elk Drive and \$400.00 for one tree on Munson Hill Road.

Trustee Brobst came back into the room at this time.

#18 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to contract with Brobst Tree & Stump Service of 7935 Center Road, Saybrook, Ohio to cut down four trees on Elk Drive at a cost of \$2,200.00, along with the required corresponding Purchase Order.

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

#19 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to contract with Brobst Tree & Stump Service of 7935 Center Road, Saybrook, Ohio to cut down two trees on Munson Hill Road at a cost of \$800.00, along with Purchase Order.

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

ANNOUNCEMENTS FOR THE RECORD

- The Township Office is collecting cardboard rolls from paper towels, toilet paper, etc for ongoing MRDD project.
- September 26, 2012, 1:00 pm – 6:00 pm, you can drop off your old drugs at Bethany Lutheran Church at 933 Michigan Avenue

#20 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to go into Executive Session at approximately 8:35 pm to discuss two contracts. The three

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Trustees and the Fiscal Officer went into Executive Session.

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

#21 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to return to Regular Session at approximately 9:10 pm.

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

#22 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to not pay Safety Consultant Scott Cole for September because of his breach of contract.

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

#23 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to renew the contract for Fire Dispatching Services between Austinburg Township and Saybrook Township and shall pay \$3,000.00 for each of the three years, from January 1, 2013 through December 31, 2015.

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

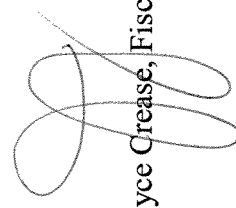
#24 Jane Hawn-Jackson moved, seconded by Norman Jepson to adjourn the meeting at approximately 9:10 pm.

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

The meeting was adjourned.



Norman Jepson, Chairperson



Joyce Crease, Fiscal Officer