

RECORD OF PROCEEDINGS
SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

SEPTEMBER 13, 2011

20

Held

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 Jyurovat and members of the public: Betsy Agey, Kathleen Kennedy, Clint Jackson and Cheryl Cliff 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 #91) or, upon request, it can be copied onto a CD at the current cost of the CD.

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

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 August 23, 2011, Regular Meeting Minutes.

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 August 23, 2011, Regular Meeting Minutes.

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

FISCAL REPORT

Fiscal Officer Marc Pope presented the Fiscal Report.

#3 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the following Warrants: 54745-54901

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

#4 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the following Then and Now Certificates over \$3000.00:
Kinder Morgan 5201.86 Tire Distribution Center 3261.44

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

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

Kinder Morgan	5201.86	Tire Distribution Center	3261.44
Andrews & Pontius	1876.00	Lakeshore Auto Parts	50.47
Melzers Fuel	2281.34	Ohio Cat	302.88

SEPTEMBER 13, 2011

Held

20

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

For the record: As recommended by the State Auditors, a copy of the System Status, Appropriations Status, Receipt Account Status, Fund Status and Pending Warrants were attached to this report. The previous Month End was passed out for the Trustee's review.

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

Total Cash Balance:	2,268,896.65
Current Investment Accounts:	868,164.48
Current Checking Account:	1,400,732.17

#6 Robert Brobst move, seconded by Jane Hawn-Jackson 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

ROAD REPORT

Road Superintendent Marc Pope presented the Road Report.

#7 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to bid out the paving of the following roads: Warrick, Wintergreen, Briarwood, Quail, Greenbriar and Bristol – Engineer's estimated cost of approximately \$55,098.00.

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

Marc Pope stated that he has been working with Congressman LaTourette's office with requesting some assistance with both railroads to clean ditches and culverts which contribute to water issues when heavy rains occur.

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

ZONING REPORT

Zoning Inspector Robert Vaughn presented the Zoning Report.

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

RECORD OF PROCEEDINGS

Minutes of

Meeting

SAYBROOK TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10748

Held

SEPTEMBER 13, 2011

20

#10 Norman Jepson moved resolution, seconded by Robert Brobst to modify Resolution 11072621 to state changes as follows:

1. To begin October 1, 2011 instead of August 1, 2011
2. That Geneva Fire Department will be dispatched to "all areas" of Saybrook Fire Department jurisdiction with a ladder truck rather than as stated.
3. To state that Saybrook Fire Department will respond an engine to all areas of the Geneva Fire Department jurisdiction.

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

#11 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to renew the contract with Physio Control for a Technical Service Support Agreement for the Fire Department's three Lifepak 12 units to begin 10-1-11 and expire on 9-30-13 at a total cost of \$6,480.00. *of which \$3240.00 will be paid in 2011 and \$3240.00 will be paid in 2012, along with the corresponding Purchase Order*

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

#12 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to replace the Fire Department's cell phones (one in each fire vehicle and one in the Fire Dispatcher's office) there is no cost for the phones, however we will renew the contract with Alltel for two additional years.

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

#13 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to run an employment ad in the paper for Part-time Firefighters and Part-time Dispatchers.

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 Firefighter Brandon Sundman's resignation, last day worked was September 5, 2011.

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

#15 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to offer Jennifer Mochoskay a Probationary Part-time Dispatcher position at a rate of \$7.98 per hour based on her providing the required paperwork and passing the physical which includes a drug test.

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

RESOURCES FOR THE FUTURE

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 101/48

SEPTEMBER 13, 2011

Held

20

#16 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to accept as "Regular Status" Part-time Firefighter/EMT Wade Stitt and to raise his rate from the regular rate less 24 cents of \$9.36 per hour to the regular status rate of \$9.60 per hour effective 9-29-11 and removing him from probationary status since he will have completed one year service on said date.

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

#17 Jane Hawn-Jackson 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

WATER RESCUE

No report.

SAFETY

For the record: Incident Report of Squad 729 previously submitted with minor damage and no injury - have received statement from spotter and the report is now complete.

PUBLIC

Wade Avenue resident happy about Wade Avenue being paved but cars are flying down it - Trustee Brobst is working on speed study to possibly reduce speed limits and more enforcement.

OLD BUSINESS

New London Road flooding was addressed earlier in the Road Report.

For the record: Drug Free Workplace sign-offs not returned by one Road, one Fire and five Water Rescue Employees, we are non-compliant.

Status, traffic signal at US 20 and SR 45 is still being worked on to get the yellow border surrounding the new black lights.

Boater's Safety Course Certificates from Water Rescue volunteers born on or after 1-1-1982 - we will look into if there is anyone this young in Water Rescue.

COMMUNICATION/CORRESPONDENCE FOR THE RECORD (All of which can be found in the Addendum)

- Stopped trains on tracks memo sent to employees, report complaints to dispatcher who will log info
- Andover Bank letter received regarding Pledged Collateral for "Pooled Assets Account"
- Full-time employees received accounting of paid time left for 2011 update
- Report of Sick Time Hours Used and Earned for the 1st and 2nd Quarters posted
- Copy of NOPEC letter to Governor Kasich regarding the lack of their representation at Energy & Economic Summit
- Pictures of Trustee Hawn-Jackson presenting Ashtabula Area City Schools with a Resolution for the Elementary Campus Opening
- Memorial Day event was entered in County Convention and Visitors Bureau

RECORD OF PROCEEDINGS

Minutes of

Meeting

SAYBROOK TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10748

Held

SEPTEMBER 13, 2011

20

Guide for 2012

- OTARMA newsletter article regarding new sign retroreflectivity requirements
- Cardiac Science information for Powerheart AED G3 owners
- Chamber of Commerce Golf Outing is 9-30-11 at 1:00 pm at Maple Ridge Golf Course
- PIRHL Developers will not pursue development of property on Route 20 at this time
- Waterline Advisory Committee Meeting was 8-28-11 at 6:30 pm in Jefferson, also included is the 5-18-11 Meeting Minutes
- After School Discovery Open House is 9-22-11 between 5:00 pm and 6:30 pm at the Michigan Primary School building
- American Red Cross solicitation letter for money to help with county disasters
- Miscellaneous newsletters

NEW BUSINESS

#18 Norman Jepson moved resolution, seconded by Robert Brobst to hold the Regular Meeting of October 25, 2011 at Willowbrook Senior Homes, 2605 North Bend Road, Ashtabula, Ohio at 7:30 pm if this date is good with Willowbrook.

Roll Call Voting:

Jane Hawn-Jackson	Yes
Robert Brobst	Yes
Norman Jepson	Yes

#19 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to become an associate member in the Ohio Wine Producers Association at a cost of \$250.00 which includes a ½ page ad to be paid for out of Bed Tax monies.

Roll Call Voting:

Jane Hawn-Jackson	Yes
Robert Brobst	Yes
Norman Jepson	Yes

#20 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to receive into record two proposals for the removal and disposal of asbestos of the house south of the Administration Building at 7329 Center Road. Medico Systems Inc. quoted \$2,220.00 and Precision Environmental Company quoted \$15,000.00 for the removal and disposal of the asbestos. Fiscal Officer Marc Pope will review the two bids.

Roll Call Voting:

Jane Hawn-Jackson	Yes
Robert Brobst	Yes
Norman Jepson	Yes

For the record: Request from City Schools to start the process to reduce the speed limit on Wade Avenue in the school zone area for 20 miles per hour on school days between 7:00 am and 5:30 pm.

Chief Jyurovat will reconcile the Water Rescue Budget and this will be readdressed at the next meeting.

For the record: Request from Tuttle Road resident to reconsider location of gate. No action taken, gate is in Geneva Township.

#21 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to approve paying for employee and volunteer's flu shots at a cost of \$20.00 each on September 29th here at the Township Office.

RECORD OF PROCEEDINGS

Minutes of

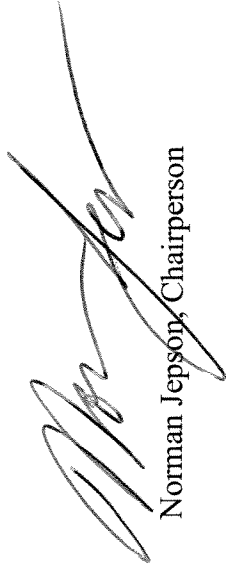
Meeting

SAYBROOK TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held SEPTEMBER 13, 2011 20

The meeting was adjourned.


Norman Jepson, Chairperson


Marc D. Pope, Fiscal Officer