

**RECORD OF PROCEEDINGS**  
SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

October 13, 2015

Held

20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 10:00 am by Chairperson Norman Jepson, along with Trustees Robert Brobst, Jane Hawn-Jackson, Office Manager Lori Zebrasky, Road Superintendent Marc Pope and Zoning Inspector Robert Vaughn. Members of the public: James Carlson, Gloria Baum, Mike Slocum, Allison Slocum 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 # 10132015).

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

Trustee Robert Brobst led in Prayer.

Lori Zebrasky 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 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to dispense with the reading of the following minutes:

September 22, 2015 Regular 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 minutes:

September 22, 2015 Regular Meeting

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

**SAFETY REPORT**

No written report

**FISCAL REPORT**

Chairman, Norman Jepson presented the Fiscal report.

#3 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve Payroll Direct Deposits: 202-2015 thru 246-2015 and warrants 64653 thru 64718. (Voided 64214 lost check) and (Voided Checks #64656 thru 64664 Computer error)

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

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#4 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the Regular Purchase Orders and Then & Now Purchase Orders: 51-2015 thru 61-2015.

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

#5 Jane Hawn-Jackson moved resolution, seconded by Robert Brobst to approve the Then and Now Purchase Orders over \$3,000.00 #51-2015 thru #54-2015.

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

#6 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the Super Blanket Certificates: 84-2015 thru 86-2015

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

As recommended by the State Auditors, a copy of the revenues status, appropriation status, purchase order status, fund status, payment listing and cash summary by fund 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 the above bills have been paid. Balances are as of 10/13/2015.

All Funds Total Balance:	\$ 1,717,555.92
Current Investment Accounts:	\$ 984,179.53
Current Checking Account:	\$ 733,376.39

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

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

## ROAD AND CEMETERY REPORT

Road Superintendent, Marc Pope gave a verbal report

- Waiting on the Salt Building Permit.
- Paving tentatively will start on October 26, 2015.
- Road Department Building has been paid off.

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### ZONING REPORT

Zoning Inspector, Robert Vaughn presented the Zoning Report.

#8 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to receive the Zoning Inspector's report a copy of which can be found in the Addendum.

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

### Fire Report

No Written Report

### WATER RESCUE REPORT

No Written Report

### PUBLIC

• Jim Carlson discussed the possibility of Saybrook Township establishing a Noise Ordinance for barking dogs.

#9 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to hold a work session on October 27, 2015 at 6:00 p.m. to discuss Noise Ordinances and to review Ziegler Heating contract for our records room.

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

#10 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to appoint Jim Carlson as 2<sup>nd</sup> alternate on the Zoning Commission.

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

### OLD BUSINESS

None

### NEW BUSINESS

#11 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson no interest in the Forfeiture Property of 8028 Ninevah Road & 0 Ninevah Road.

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

#12 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson no interest in the Forfeiture Property of 2242 W. Prospect (USR20)

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

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Norman Jepson            Yes

FYI: Permanent Parcel #50-003-20-064-010 (J.E. Ziegler deceased) forfeited to the State of Ohio.

Ziegler Heating Company Renewal Notice for Preventative Maintenance Service Agreement for Record Storage Room: 1 yr. \$112.00, no decision was made will be reviewed in a work session.

#13 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to have Trick or Treat on Saturday, October 31, 2015 from 5:00 pm to 7:00 pm., The Saybrook Fire Department will also be passing out candy during that time.

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

#14 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to offer James Hawk, Part Time Firefighter any unfilled shifts as of 10/13/15 @7:00 am as he has completed his training period.

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

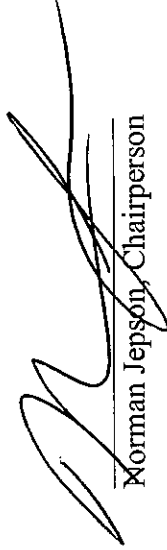
Norman Jepson will be attending a meeting hosted by Plymouth Township On Monday, October 26, 2015 regarding Meadowood Allotments sewer project. At the Plymouth Fire Dept.

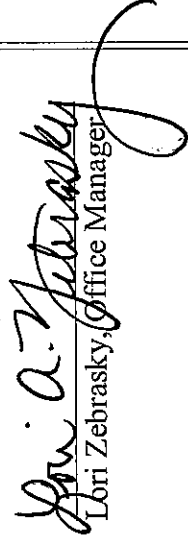
Ashtabula County Township Association will be hosting a meeting on Thursday, October 15, 2015. Dinner at 6:30 pm and meeting at 7:30 pm at the Ashtabula County Engineer's Office. Speakers Heidi Fought, OTA Director of Governmental Affairs, will give a Legislative Update. Norman Jepson will be attending this meeting.

#15 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to adjourn the meeting at 10:30 am.

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

The meeting was adjourned.

  
Norman Jepson, Chairperson

  
Lori Zebrasky, Office Manager