

**RECORD OF PROCEEDINGS
SAYBROOK TOWNSHIP TRUSTEES**

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

OCTOBER 26, 2010

20

Held

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 7:30 P.M. by Chairperson Robert Brobst; with Trustees Norman Jepson and Jane Hawn-Jackson, Fiscal Officer Marc D. Pope, Fire Chief John Jyurovat, Zoning Inspector Robert Vaughn and members of the public; Alex Pope, Tony Korzun, Rosalie Keller, Bob Loudermilk, Kelly Ernst, Ann Anderson, Carrie Varner, Shane Machin, Mark Astorino, Bob Deems, Kevin Cragon, Dawn Cragon, Sheriff William Johnson, George Sabo, Kathleen Kennedy, Dave Hawley, Greg Strmisa, James Hudson, Janet Vettel, Star Beacon Representative Ellen Kolman, Charlotte Downes, Bonnie Smith, George Smith and Lloyd Richard 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 the Saybrook Township Administrative Office (file #46) or, upon request, it can be copied onto a CD at the current cost of the CD.

Chairperson Robert Brobst led the assembly in the Pledge of Allegiance to the Flag.

Fiscal Officer Marc 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 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to dispense with the reading of the following Minutes:

- September 28, 2010, Regular Meeting
- October 4, 2010, Special Meeting
- October 12, 2010, Regular Meeting
- October 19, 2010, Employee Safety Meeting

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

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

- September 28, 2010, Regular Meeting
- October 4, 2010, Special Meeting
- October 12, 2010, Regular Meeting

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

#3 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to receive for record purposes only the following Minutes:

- October 19, 2010, Employee Safety Meeting

FISCAL REPORT

Marc Pope read the Fiscal Officer's Report.

#4 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve the following Warrants: #52561 - #52668 (#52628 voided)

RESORBROOK TOWNSHIP FINANCES

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

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

Pharmed Corp.	1302.00	Ziegler	1033.28
Huntington Ins.	100.00	Harrington Industrial	1000.00
Brobst Enterprises	1340.00	Physio Control	2050.00
NE Communications	1420.00		

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

For the record: Robert Brobst abstained from approving the purchase orders due to purchase order for Brobst Enterprises in the amount of \$1,340.00 in the group.

#6 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve the following additional Blanket Certificates:

04A07	4000.00
04A08S	1222.50

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

#7 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to accept the Official Certificate of Estimated Resources for the Township of Saybrook for the Fiscal Year beginning January 1, 2011 by the Budget Commission of Ashtabula County, Ohio as follows and the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor, a copy of which can be found in the Addendum:

<u>FUND</u>	<u>TOTAL</u>
General Fund	\$ 707,654.68
Motor Vehicle	\$ 29,056.43
Gasoline Tax	\$ 118,680.33
Road & Bridge	\$1,163,850.39
Cemetery Fund	\$ 26,398.20
Fire Fund	\$1,750,642.22
Permissive Motor Vehicle	\$ 31,805.63
Lighting Assessment	\$ 79,869.38
Unclaimed Monies	\$ 6,211.00
Cemetery Bequest	\$ 150.00
Total	\$3,914,318.26

Roll Call Voting: Jane Hawn-Jackson Yes
 Norman Jepson Yes
 Robert Brobst 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 are attached to this

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report. The previous Month End was passed out earlier for your review.

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

Total Cash Balance: 1,586,443.35
Current Investment Accounts: 1,481,998.72
Current Checking Account: 104,444.63

#8 Norman Jepson moved, 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
Norman Jepson Yes
Robert Brobst Yes

ROAD REPORT

Road Superintendent Marc Pope read the Road Report.

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

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

ZONING REPORT

Robert Vaughn read the Zoning Report.

#10 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to waive the Zoning Permit fee for proposed addition to Fire Station 1 at 5714 North Ridge West, Ashtabula, Ohio.

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

#11 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
Norman Jepson Yes
Robert Brobst Yes

FIRE REPORT

Chief John Jyurovat read the Fire Report.

#12 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to confirm donating Life Pac 10 to the Kent State University, Ashtabula, Ohio nursing program as discussed at the September 14, 2010 meeting.

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

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

REAR BROOK TOWNSHIP MINUTES

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

WATER RESCUE REPORT

Chief John Jyurovat read the Water Rescue Report.

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

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

SAFETY

For the record – A draft copy of the PPE Section of the Township Employee Safety Manual can be found in the Addendum.

PUBLIC

Dawn Cragon inquired about the Austinburg Road bridge. She also stated she would like to work with the Trustees regarding the police protection levy.

Mark Astorino inquired about the transfer of the detention pond in Stonegate. He didn't like the tone of the statement presented by Trustee Jackson regarding police protection. He thinks sharing of ideas and grass roots is good and feels the Trustees need to get moving on the policy protection issue.

John Meade stated he is in favor of a levy for police protection.

Jim Brady inquired as to why it is so hard to come up with a police protection contract. He is in favor of a levy.

Sheriff William Johnson asked how Saybrook can sign a contract for police protection before we pass a levy.

James Hudson stated that there is a policy and grievance procedure within the Sheriff's Department and that residents don't care which deputies come to their house. Why would Saybrook want to pick the deputies to work in our Township?

George Sabo stated that a group began in August because the Trustees weren't willing to do anything about a police protection levy. He stated he would like to work with the Trustees concerning this.

OLD BUSINESS

The Chainsaw Safety Course has not been scheduled yet by the Road Superintendent.

COMMITTEE REPORTS

Robert Brobst will set up meeting with Dave Payne to review proposed addition at Fire Station I.

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

- NOPEC, no action needed to be included in NOPEC electric program
- Private meeting for police protection news release was sent, only Trustee Brobst attended-no minutes

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- ODOT, Build a Better Mousetrap Competition, how to improve job, send entries
- Received DVD from resident on Hallwood homes, history and action for Trustees review
- Miscellaneous Newsletters

NEW BUSINESS

For the record - ACDES, Advisory Committee considering mandating billing to property owner rather than renters, send comments

#15 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to send letter supporting the Grant Application being submitted by the Ashtabula County Board of Commissioners and the Ashtabula County Port Authority for their project, the Ashtabula Coastal Development plan to the Ohio Department of Natural Resources, a copy of which can be found in the Addendum.

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

For the record - Received Notice to Negotiate (IAFF Contract) and have sent it to Andrews. This will be addressed at the November 1, 2010 Work Session.

A request to approve a 12" width extension beyond the 16" permitted (for a total of 28" wide) for monument and foundation will be addressed at the next Work Session which will be Monday, November 1, 2010 at 7:00 PM.

H & S Citrus is requesting a review of Transient Vendor Permit fees and this will be addressed at the November 1, 2010 Work Session.

#16 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve payment to Ashtabula County Environmental Services for 2 hydrants due to expansion of waterline on Brooks Road between Renko and Gerald Roads at a cost of approximately \$5,500.00 out of the Fire Budget, along with required corresponding purchase order.

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

#17 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to contract with Ziegler Heating to replace the existing hot water boiler at Fire Station 1 with a new Munchkin 95% efficient boiler including labor, material and permit not to exceed \$17,000.00 and to replace three existing wall heaters at Fire Station 1 with a new 80% 2-stage furnace with a variable speed blower including material, labor and permits at a cost not to exceed \$7,500.00 for a total cost not to exceed \$24,500.00 and to be paid for with NOPEC Grant, along with required corresponding purchase order. A copy of quote can be found in the Addendum.

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

#18 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to contract with Senita Roofing & Insulation at a cost not to exceed \$2,500.00 to

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insulate with R38 Rockwool insulation the attic in the old section of Fire Station 1, to be paid for with NOPEC Grant, along with required corresponding purchase order. A copy of the quote can be found in the Addendum.

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

ANNOUNCEMENTS FOR THE RECORD

- 10-28-10, 7:00 pm, Blue Mass at Mr. Carmel Church
- 11-2-10, Voting Day at Administration Office, no Special Meeting
- 11-6-10, Park Reservations for next year can be made at the Administration Office from 9:00 AM to 12:00 noon

#19 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to go into Executive Session at 9:48 pm to discuss a personnel issue and action may be taken.

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

#20 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to return to the Regular Session at 10:25 pm.

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

#21 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to rescind Resolution #10101218 for a 30 day medical leave of absence for Part-time Dispatcher Shana Peer due to not receiving the required paperwork.

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

#22 Norman Jepson moved, seconded by Jane Hawn-Jackson to adjourn the meeting at approximately 10:28 pm.

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

The meeting was adjourned.



Robert Brobst, Chairperson



Mary D. Pope, Fiscal Officer