

# RECORD OF PROCEEDINGS

Minutes of

SAYBROOK TOWNSHIP TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

November 14, 2017

20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 10:00 am by Vice Chairperson Robert Brobst, along with Trustee Gloria Baum, Office Manager Lori Zebrasky, Road Superintendent Marc Pope and Zoning Inspector Barbara Carr. Members of the public: Tim Baum and Linda Brobst 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 # 11142017)

Vice Chairperson Robert Brobst led the assembly in "The Pledge of Allegiance". Trustee Robert Brobst led in Prayer.

Robert Brobst 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 Gloria Baum passed a resolution to appoint Lori Zebrasky as clerk Pro-tem for today's meeting, seconded by Robert Brobst.

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes

#2 Gloria Baum moved resolution to dispense with the reading of the following minutes, seconded by Robert Brobst.

October 24, 2017 Trustees Meeting

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes

#3 Gloria Baum moved resolution to approve the following minutes, seconded by Robert Brobst.

October 24, 2017 Trustees Meeting

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes

## SAFETY REPORT

No written report.

## FISCAL REPORT

Office Manager Lori Zebrasky presented the Fiscal Report.

#4 Gloria Baum moved resolution to approve payroll direct deposits #995-2017 thru #1117-2017 and Warrants # 66830 thru # 66885, seconded by Robert Brobst.

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes

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#5 Gloria Baum moved resolution to approve following Purchase Orders and Then and Now Purchase Orders #64-2017 thru 66-2017, seconded by Robert Brobst.

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes

#6 Gloria Baum moved resolution approving the following Super Blanket Certificate # 104-2017, seconded by Robert Brobst.

Roll Call Voting: Gloria Baum Yes  
Robert Brobst Yes

As recommended by the State Auditors, a copy of the Bank Reconciliation Summary, Appropriation Summary, Fund Summary, Revenue Summary, Payment Listing and Payroll were printed for your review and signature.

The following are a list of the un-audited balances after the above bills have been paid. Balances are as of 11/10/2017.

Total All Funds:	\$ 1,369,300.79
Current Investment Accounts:	\$ 504,968.47
Current Checking Account:	\$ 864,332.32

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

Voting: Gloria Baum Yes  
Robert Brobst Yes

**ROAD AND CEMETERY REPORT**

No written report.

**ZONING REPORT**

Zoning Inspector Barbara Carr presented the Zoning Report.

#8 Gloria Baum moved resolution to receive the Zoning Report, a copy of which can be found in the Addendum seconded by Robert Brobst.

Voting: Gloria Baum Yes  
Robert Brobst Yes

**FIRE REPORT**

No written report.

**WATER RESCUE REPORT**

No written report.

**PUBLIC**

None

**OLD BUSINESS**

None

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## **Communication/Correspondence:**

- A thank you was received regarding Chief Jyurovat securing a vacant building in our township from Paul and Joyce Crease. (Future calls need to go to the Sheriff's Department to make sure the building is safe to secure.)
- 3-Anonymous letters were receive. Residents should not send in anonymous letters; they need to be signed with contact information so we can address the person who is concerned. In the future anonymous letters will not be addressed.
- Ashtabula County District Library news letter
- Community Pulse News Letter

## **NEW BUSINESS**

- Notice of Forfeiture Parcel Number 48-025-10-028-00 Washington Blvd. Trustees are not interested in property.

#9 Gloria Baum moved resolution to allow Capitan James Krenisky to purchase food for a Pediatric Advanced Life Support Class "PALS" on Sunday, January 28<sup>th</sup> 2017, that Saybrook Township will be hosting. The class will be 8 hours and will need to feed approximately 21 people, seconded by Robert Brobst.

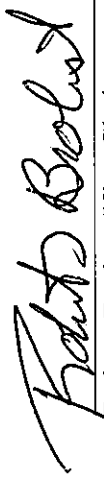
Roll Call Voting:      Gloria Baum      Yes  
                                 Robert Brobst      Yes

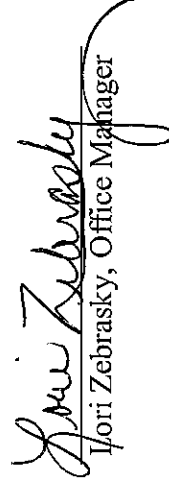
## **Announcements for the Record:**

- ODOT Transportation Weekly Traffic Advisory
- Thursday, November 23, 2017 and Friday, November 24, 2017 offices closed to observe Thanksgiving and the day after.

#10 Robert Brobst moved to adjourn the meeting at 10:28 am seconded by Gloria Baum.

The meeting was adjourned.

  
Robert Brobst, Vice Chairperson

  
Lori Zebrasky, Office Manager

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