

RECORD OF PROCEEDINGS

Minutes of

Meeting

SAYBROOK TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

NOVEMBER 26, 2013

20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 6:30 pm by Chairperson Norman Jepson, along with Trustees Robert Brobst and Jane Hawn-Jackson, Zoning Inspector Robert Vaughn, Fire Chief John Jyurovat, Road Superintendent Marc Pope, Office Manager Lori Zebrasky and members of the public Greg Strnisa and Larry Johnson 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 221).

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

Office Manager Zebrasky stated that the meeting was being recorded for record purposes, 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 Norman Jepson to dispense with the reading of the following Minutes:
November 12, 2013, Open Special Meeting - budget, insurance, Station 2
November 12, 2013, Regular Meeting

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

- #2 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve the following Minutes:
November 12, 2013, Open Special Meeting - budget, insurance, Station 2
November 12, 2013, Regular Meeting

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

SAFETY REPORT

Trustee Brobst read the Safety Report.

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

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

FISCAL REPORT

Chairperson Jepson read the Fiscal Report.

- #4 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to approve Warrants 60248 through 60357.

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

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#5 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Purchase Orders:
Hennig, Szeman & Lammer Co. 300.00 NE Communications 495.12

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

Attached for the Trustee' review was the revised Receipt Budget for 2013.

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 to review.

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

Total Cash Balance: 1,668,442.06
Current Investment Accounts: 1,050,763.19
Current Checking Account: 617,678.87

#6 Norman Jepson moved, seconded by Jane Hawn-Jackson 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 REPORT

The Road Report was presented by Road Superintendent Marc Pope.

For the Record: Chairperson Jepson thanked the Road Superintendent and crew for getting Sanborn Road paved before the weather got bad.

Trustee Hawn-Jackson inquired about the snow fence on the Harbor Golf Course. Road Superintendent Marc Pope stated that the new owners will have to be called and if they have no objections, it will be put up the first part of December.

#7 Jane Hawn-Jackson moved, seconded by Norman Jepson 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.

#8 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

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FIRE REPORT

Fire Chief John Jyurovat presented the Fire Report.

#9 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve the Agreement for Fire Dispatching Services between Sheffield Township Trustees, Ohio and Saybrook Township Trustees, Ohio from January 1, 2014 through December 31, 2016 for the total sum of \$8,000.00 for 2014, \$8,500.00 for 2015, \$9,000.00 for 2016 and to send it to the County Prosecutor for approval of legal form. Saybrook Township will begin dispatching services for Sheffield Township on December 20, 2013 to allow for any transitional issues that may occur due to year-end holidays and schedules. There will be no additional fees for this service.

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

Chief Jyurovat thanked the Road Department for a job well done paving Station 2's parking lot.

Trustee Brobst received a complaint from a citizen regarding the drive that was built on private property across the street from Station 2. It was stated that we have an easement and we are allowed to do that, the easement is on file with the County Recorder. The Zoning District for the house on Rt. 531 is an R1 and will remain R1 and is not a commercial building. The house is off limits to the public. If the public need documents they will continue to go to Station 1 at 5714 North Ridge West.

#10 Jane Hawn-Jackson moved resolution, seconded by Norman Jepson to purchase an I-Pad for Water Rescue Services with water proof life jacket and all accessories through Amazon.com not to exceed a cost of \$1,000.00.

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

#11 Norman Jepson moved resolution, seconded by Robert Brobst to approve Probationary Part-time Firefighter Casey Lilac, based on his completing his 48 hour training period on November 30, 2013, to take any unfilled shifts as of December 1, 2013 at a rate of \$10.50 per hour per the Bargaining Agreement. He will remain on probation until October 20, 2014.

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

#12 Jane Hawn-Jackson moved, seconded by Norman Jepson 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

PUBLIC

Greg Strnisa stated that at the last meeting Chairperson Jepson stated he gets health insurance through the Township and it was the law. Greg stated that it is not the law,

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that he can choose other health insurance instead of the Townships. He stated that the Trustees get better health care than most citizens in the Township, that they aren't destitute and could get off it since times are tough and the Township needs the money.

OLD BUSINESS

Hazard Communication Training – all Road Department employees and Firefighters except two have completed it and they will be done on 11-27-13.

The Promissory Note prepared by the County Prosecutor for financing of 2014 International Truck for the Road Department was reviewed and signed.

#13 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve the Saybrook Township Park monthly meetings to be held at the Township Administrative Office during the winter months. We will need a schedule of their meetings so that the Trustees can open and close the office. Also, any copies to be made must be done in the office during business hours by the staff.

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

For the Record: When the change over takes place in the office (new Fiscal Officer), we will need to re-key the Administrative and Road Buildings.

COMMUNICATION/CORRESPONDENCE FOR THE RECORD

(All of which can be found in the Addendum)

- ODOT Weekly Traffic Advisories
- Township Road Closing notices - 11-21-13, 11-22-13 and 11-25-13 for Sanborn Road
- The Firefighters Association's Christmas party will be 12-13-13 at Maple Ridge Golf Course at 5:30 pm
- All employee abstracts from BMV have been received, two points is the most anyone has on record
- Miscellaneous newsletters – available for public viewing

NEW BUSINESS

A resident has requested to have a water line extended to his home on Brown Road at his expense. The Fire Department will pay for fire hydrants when the time comes. Chief Jyurovat will request a 4" Storz Pipe Connection.

#14 Robert Brobst moved resolution, seconded by Norman Jepson to request the County Engineer to prepare the blue prints to extend the waterline going south on Brown Road.

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

Road Superintendent Pope will look into applying for a Township-wide Systematic Signage Upgrade Grant through ODOT up to \$50,000.00 - deadline is 1-21-14.

ANNOUNCEMENTS FOR THE RECORD

- November 28 & 29, 2013, Township Offices closed for the holiday

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#15 Norman Jepson moved, seconded by Jane Hawn-Jackson to adjourn the meeting at approximately 7:10 pm.

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

The meeting was adjourned.



Norman Jepson, Chairperson



Lori Zebrasky, Office Manager