

# RECORD OF PROCEEDINGS

Minutes of

SAYBROOK TOWNSHIP TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

November 28, 2017

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 Trustee Gloria Baum, Fiscal Officer Larry Johnson, Zoning Inspector Barbra Carr, and Fire Chief John Jyurovat. Members of the public: Tim Baum, Janice Switzer, Elena Marquetti, Chris Hanson, Dennis Farman, and Craig Miles 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 # 11282017)

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

Trustee Norman Jepson asked for a moment of silence.

Norman Jepson 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.

The minutes from the November 14, 2017 Trustee's meeting could not be approved due to Trustee Robert Brobst's medical absence and Trustee Norman Jepson's absence at the November 14, 2017 meeting.

## SAFETY REPORT

No written report.

## FISCAL REPORT

Fiscal Officer Larry Johnson presented the Fiscal Report.

#1 Norman Jepson moved resolution to approve payroll direct deposits #1118-2017 thru #1167-2017 and Warrants # 66886 thru # 66922 seconded by Gloria Baum.

Roll Call Voting:	Gloria Baum	Yes
	Norman Jepson	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 11/28/2017.

Total All Funds:	\$	1,255,869.03
Current Investment Accounts:	\$	512,256.21
Current Checking Account:	\$	743,612.82

#2 Norman Jepson moved to receive the Fiscal Report, a copy of which can be found in the Addendum seconded by Gloria Baum.

Voting:	Gloria Baum	Yes
	Norman Jepson	Yes

## ROAD AND CEMETERY REPORT

No written report.

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**ZONING REPORT**

Zoning Inspector Barbara Carr presented the Zoning Report.

#3 Gloria Baum moved resolution to accept the proposal from City Force Software Suite for Zoning Software – IMPACT, INSPECT AND CONNECT at a one-time setup fee of \$650.00 and \$95.00 a month thereafter seconded by Norman Jepson.

Roll Call Voting: Gloria Baum Yes  
Norman Jepson Yes

Janice Switzer was introduced and talked about the following:

- A) Redbrook Association options for re-zoning
- B) Brownsfield Grant / CDBG funds to demolish unsafe buildings and procedures

#4 Norman Jepson moved resolution to receive the Zoning Report, a copy of which can be found in the Addendum seconded by Gloria Baum.

Voting: Gloria Baum Yes  
Norman Jepson Yes

**FIRE REPORT**

Fire Chief John Jyurovat presented the Fire Report.

#5 Norman Jepson moved resolution to move Anthony Anastasia who has completed his training to status of probationary part-time firefighter /EMT seconded by Gloria Baum.

Roll Call Voting: Gloria Baum Yes  
Norman Jepson Yes

#6 Norman Jepson moved resolution to receive the Fire Report, a copy of which can be found in the Addendum seconded by Gloria Baum.

Voting: Gloria Baum Yes  
Norman Jepson Yes

**WATER RESCUE REPORT**

No written report.

**PUBLIC**

None

**OLD BUSINESS**

Letter received from Saybrook Township Park requesting a meeting with Saybrook Township.

**NEW BUSINESS**

#7 Norman Jepson moved resolution to accept the retirement of Gary VanNorman from the Fire Department effective 11/29/17 seconded by Gloria Baum.

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### Roll Call Voting:

Gloria Baum	Yes
Norman Jepson	Yes

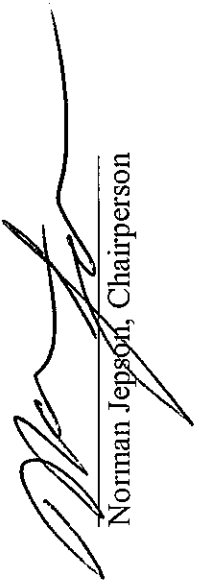
#8 Norman Jepson moved resolution to hold one Trustee meeting a month in 2018 to be held the second Tuesday of the month at 6:30 pm and if needed a Special Trustees meeting would be held the fourth Tuesday of the month with the time to be announced seconded by Gloria Baum.

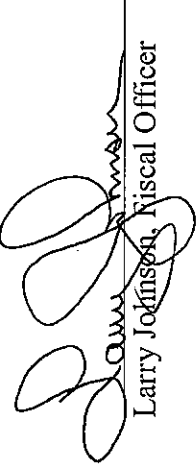
### Roll Call Voting:

Gloria Baum	Yes
Norman Jepson	Yes

#9 Norman Jepson moved to adjourn the meeting at 7:15 pm seconded by Gloria Baum.

The meeting was adjourned.

  
Norman Jepson, Chairperson

  
Larry Johnson, Fiscal Officer

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