

**RECORD OF PROCEEDINGS**  
SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

December 8, 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, Fiscal Officer Larry Johnson, Road Superintendent Marc Pope and Fire Chief John Jyurovat. Members of the public: Gloria Baum, Tim Baum, Ron Kister and Garrett Ormiston 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 # 12082015).

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

Trustee Robert Brobst led in Prayer.

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.

#1 Norman Jepson moved resolution, seconded by Robert Brobst to dispense with the reading of the following minutes:

November 24, 2015 Regular Meeting

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

#2 Norman Jepson moved resolution, seconded by Robert Brobst to approve the following minutes:

November 24, 2015 Regular Meeting

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

**SAFETY REPORT**

No written report

**FISCAL REPORT**

Fiscal Officer Larry Johnson, presented the Fiscal report.

#3 Robert Brobst moved resolution, seconded by Norman Jepson to approve Warrants 64847 thru 64893 and payroll direct deposits #426-2015 thru 478-2015.

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

#4 Robert Brobst moved resolution, seconded by Norman Jepson to approve the Then & Now Purchase Orders over \$3,000.00:

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76-2015 Andover Bank \$26,041.71  
78-2015 Med-I-Bank \$18,719.68  
79-2015 Ohio Treasurer, Josh Mandel \$ 9,900.00

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

#5 Robert Brobst moved resolution, seconded by Norman Jepson to approve the following regular purchase orders and Then and Now Purchase Orders: 76-2015 thru 89-2015

Roll Call Voting: Robert Brobst Yes  
Norman Jepson Yes

#6 Robert Brobst moved resolution, seconded by Norman Jepson to approve the following Super Blanket Certificates: 91-2015 thru 95-2015. (94-2015 closed wrong date)

Roll Call Voting: 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 12/8/2015.

Total All Funds: \$ 1,129,265.17  
Current Investment Accounts: \$ 1,012,248.49  
Current Checking Account: \$ 117,016.68

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

Voting: Robert Brobst Yes  
Norman Jepson Yes

**ROAD AND CEMETERY REPORT**

No written report.

**ZONING REPORT**

Zoning Inspector Robert Vaughn, presented the report.

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

Voting: Robert Brobst Yes  
Norman Jepson Yes

**Fire Report**

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Fire Chief John Jyurovat, presented the Fire Report.

#9 Norman Jepson moved resolution, seconded by Robert Brobst to accept a quote from Warren Fire Equipment for 2ea – 55 gallon drums of class A foam at a cost of \$1,702.00.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

#10 Norman Jepson moved resolution, seconded by Robert Brobst to accept a quote from Warren Fire Equipment to outfit Engine 721 with scene lights that are LED at a cost of \$1,100.00 each and 2 are needed for a total cost of \$2,200.00.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

#11 Norman Jepson moved resolution, seconded by Robert Brobst to accept a quote from Honeywell First Responders Products to replace 2 sets of turn out gear and purchase 1 pair of turn out pants for a total cost of \$4,843.00.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

#12 Norman Jepson moved resolution, seconded by Robert Brobst to accept a quote from Chad Kendzerski for a new counter top and installation for the dispatch office of \$3,880.00.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

#13 Norman Jepson moved resolution, seconded by Robert Brobst to accept a quote from Ziegler Heating Company for an air conditioner for the computer room in the basement for \$5,670.00 – “Only” if a grant for the funds cannot be obtained first.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

#14 Norman Jepson moved resolution, seconded by Robert Brobst to accept a quote from Northeastern Communications to move the dispatch equipment to the room across the hall while work is being done at a cost of \$1,779.36 and will be paid out of the Perry funds.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

#15 Norman Jepson moved resolution, seconded by Robert Brobst to renew the dispatch contract between Saybrook Township and Austinburg Township for Fire dispatching for the period between 1-1-2016 to 12-31-2018.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

#16 Norman Jepson moved resolution, seconded by Robert Brobst to renew the dispatch contract between Saybrook Township and Plymouth Township for Fire and

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EMS dispatching for the period between 1-1-2016 to 12-31-2018.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

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

Voting: Robert Brobst Yes  
Norman Jepson Yes

**WATER RESCUE REPORT**

No written report

**PUBLIC**

None

**OLD BUSINESS**

#18 Norman Jepson moved resolution, seconded by Robert Brobst to support the Geneva Swamp Protection Project (Phase III) in Township of Saybrook proposed for submission to NRAC District 7 Clean Ohio Fund by Cleveland Museum of Natural History.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

**NEW BUSINESS**

#19 Norman Jepson moved resolution, seconded by Robert Brobst to approve Provident Accident & Health Policy #PRCO-92829-OH10229 Effective: 2/1/2016 Plan 1 Annual Premium of \$2,991.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

#20 Norman Jepson moved resolution, seconded by Robert Brobst to approve an increase in rent as requested by landlord Robert Fortune from \$700 to \$800 a month effective 2-1-2016. The Township leases the house for the purpose of housing fire fighters while on duty at Station #2.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

#21 Norman Jepson moved resolution, seconded by Robert Brobst to add newly elected Trustee, Gloria Baum, to the "Bank Signature Card" for the purposes of 12-31-15.

Roll call Voting: Robert Brobst Yes  
Norman Jepson Yes

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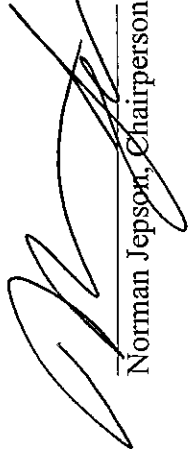
December 8, 2015

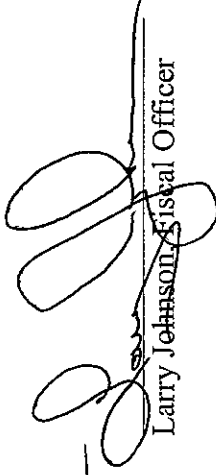
Held

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#22 Norman Jepson moved resolution, seconded by Robert Brobst to adjourn the meeting at 10:35 am.

The meeting was adjourned.

  
Norman Jepson, Chairperson

  
Larry Johnson, Fiscal Officer

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