

RECORD OF PROCEEDINGS

Minutes of

Meeting

SAYBROOK TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

DECEMBER 10, 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, Fire Chief John Jyurovat, Office Manager Lori Zebrasky and members of the public: Garrett Ormiston, B. Loudernilk and William Davis 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 222).

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 November 26, 2013, Regular Meeting Minutes.

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

#2 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the November 26, 2013, Regular Meeting Minutes.

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

SAFETY REPORT

Trustee Brobst presented 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 presented the Fiscal Report.

#4 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Warrants - 60358 through 60453.

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

#5 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Additional Blanket Certificates:

01-J-03	300.00	04-A-07	500.00	10-A-15	1000.00
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Roll Call Voting: Jane Hawn-Jackson Yes
Robert Brobst Yes
Norman Jepson Yes

#6 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Then and Now's over \$3000.00:
Andrews & Pontius 3056.00

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

#7 Robert Brobst moved resolution, seconded by Jane Hawn-Jackson to approve the following Purchase Orders:
Andrews & Pontius 3056.00 Loveland & Brosius, LLC 975.66
Illuminating Co. Street Lighting 1000.00 Melzer's Fuel Service 1894.02
Warren Fire Equipment 712.47 PennOhio Corp 2121.55

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

Chairperson Jepson read for the record a letter dated December 10, 2013 addressed to the Saybrook Township Trustees from Fiscal Officer Joyce Crease as follows:

The minutes of the Special Meeting you held on November 12, 2013 at 2:00 pm, to discuss the 2014 Budget, did not reflect my comments which were stated "For the Record" and should have been in those minutes.

I would like these comments to either be added to that meeting's record or for you to put in this meeting:

- I stated that even though you are permitted to charge Road/Bridge and Fire Funds for part of the total insurance cost, you are not required to do so. The Trustees comments on this issue in meetings keep stating "as required by law" when it is not required but permitted.
- I caution the Board of Trustees (and have done so since Ms. Carlo was on the Board) that the total cost of insurance (including payment of the HRA) for 19 people (including 4 elected officials) is out of control and needs to be addressed to decrease such debt to this Township. There is no way that this total cost should continue to be paid for by the tax payers of this Township.
- I also stated that for the past couple of years this Board has stated numerous times that the Governor of Ohio had balanced the State Budget on the backs of the local entities while you are now doing the same thing while draining the payment for your total insurance cost (beyond what is considered normal in the area) from two funds in which the residents have voted for levies in both the Road/Bridge and Fire services believing that these funds would be used for those two department expenses and not for these exorbitant insurance expenses. I feel that you are not being fair with the residents on how their taxes will be spent.

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- Yes, you "legally" can charge the other funds but you are now draining money from the Road/Bridge and Fire Funds to cover such extreme cost of insurance for only 19 covered employees (including the 4 elected officials).

I do not vote on these issues and do not want any resident to believe I recommended or approved these expenditures.

Signed Joyce A. Crease, Fiscal Officer

#8 Norman Jepson moved resolution, seconded by Robert Brobst to change the cashing period on the checks from 60 to 90 days the next time checks are ordered.

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

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 to the Elected Officials for their review.

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

Total Cash Balance:	1,620,592.97
Current Investment Accounts:	1,057,695.07
Current Checking Account:	562,897.90

#9 Robert Brobst moved, seconded by Norman Jepson 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

No written report.

ZONING REPORT

No written report.

FIRE REPORT

Fire Chief John Jyurovat presented the Fire Report.

The 911 Review Board voted to send the following proposal to the Commissioners for their vote to purchase the following for Saybrook Township: Dynamic Instruments Vault II, 16 channel Analog Recorder, 250 GB hard drive, 19" LCD Flat Screen Monitor, 30 month warranty plus installation for a total cost of \$12,995.00. Chairperson Jepson thanked Chief Jyurovat for pursuing the purchase or this Recorder at no cost to Saybrook Township.

#10 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to approve Probationary Part-time Firefighter Jonathon Richardson, who has completed his 48 hour training period, to take any unfilled shifts as of December 11, 2013 at a rate of \$10.50 per hour per the Bargaining Agreement. He will remain on probation

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until November 4, 2014.

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

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

Garrett Ormiston with the Cleveland Museum of Natural History spoke during the public portion of the meeting requesting a Resolution of support from the Trustees endorsing the Cleveland Museum of Natural History's Geneva Swamp Protection Project (Phase II) proposal to protect all or a portion of tracks of wetlands in Saybrook. They are applying for a grant through Clean Ohio Grant which is due January 15, 2014. The Board stated they will need to get more information and will get back to him.

OLD BUSINESS

Trustees signed the Agreement for Fire Dispatching Services with Sheffield Township and it will then go to the County Prosecutor for review.

For the Record- the Township has receive the signed "Donation" of Goods Agreement back from the Rome Fire Department for the two Yamaha Jet Skies that Saybrook donated to them.

COMMUNICATION/CORRESPONDENCE

(All of which can be found in the Addendum)

- Received Ohio Department of Public Safety letter regarding BMV Audit Findings have been corrected and included in October, 2013 Distribution
- ODOT Weekly Traffic Advisories
- Dominion East Ohio filed application to amend Pipeline Infrastructure Replacement (PIR) Cost Recovery Charge in February, 2014
- Township Waterline Advisory Committee meeting is 12-18-13 at 7 pm, copy of 9-18-13 Minutes
- For the Record- Effective December 9, 2013 the Full-Time Secretary is eligible for an additional week vacation
- For the Record- the new Xerox machine has been installed at the Administrative Building and the memory board has been removed from the old machine and is in archives
- Received US Bankruptcy Court for District of Delaware notice that Physiotherapy Holdings, Inc. filed Chapter 11

NEW BUSINESS

Legal invoices from Loveland & Brosius, LLC and Andrews & Pontius, LLC were reviewed and approved.

The old Township phones should be scrapped and we will continue to organize and clean the Administrative Building.

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#12 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to renew the Tool Box Talks publications for 2014 and 2015 at a reduced cost of \$199.99 per year.

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

For the Record: Trustees Norman Jepson and Robert Brobst will be the two legislative representatives for the Trustees at the Firefighters Dependents Annual Meeting (December 23, 2013 at 2:00 pm).

ANNOUNCEMENTS FOR THE RECORD

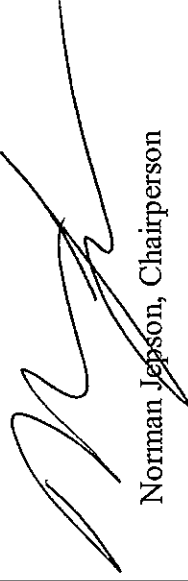
- December 18, 2013, 8:00 am, Safety Committee Meeting at Administrative Office
- December 25, 2013, Holiday – Township Offices closed
- January 1, 2014, Holiday - Township Offices closed

The next meeting is December 23, 2013 at 2:00 pm.

#13 Norman Jepson moved, seconded by Jane Hawn-Jackson to adjourn the meeting at 7:31 pm.

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

The meeting was adjourned.



Norman Jepson, Chairperson



Lori Zebrasky, Office Manager