

RECORD OF PROCEEDINGS

Minutes of

SAYBROOK TOWNSHIP TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

December 12, 2017

20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 10:07 am by Chairperson Norman Jepson, along with Trustees Robert Brobst, Gloria Baum, Fiscal Officer Larry Johnson, Road Superintendent Marc Pope, Zoning Inspector Barbra Carr and Fire Chief John Jyurovat. No members of the public 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 # 12122017)

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

November 14, 2017 Trustees Meeting

Roll Call Voting:

Gloria Baum Yes
Robert Brobst Yes
Norman Jepson Abstain

MINUTES APPROVL

#2 Norman Jepson moved resolution to dispense with the reading of the following minutes seconded by Gloria Baum.

November 28, 2017 Trustees Meeting

Roll Call Voting:

Gloria Baum Yes
Robert Brobst Abstain
Norman Jepson Yes

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

November 14, 2017, 2017 Trustees Meeting

Roll Call Voting:

Gloria Baum Yes
Robert Brobst Yes
Norman Jepson Abstain

#4 Norman Jepson moved resolution to approve the following minutes seconded by Gloria Baum.

November 28, 2017 Trustees Meeting

Roll Call Voting:

Gloria Baum Yes
Robert Brobst Abstain
Norman Jepson Yes

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SAFETY REPORT

No written report.

FISCAL REPORT

Fiscal Officer Larry Johnson presented the Fiscal Report.

#5 Robert Brobst moved resolution to approve payroll direct deposits #1168-2017 thru #1214-2017 and Warrants # 66923 thru # 66978 seconded by Gloria Baum.

Roll Call Voting:

Gloria Baum	Yes
Robert Brobst	Yes
Norman Jepson	Yes

#6 Robert Brobst moved resolution to approve the following Then and Now Purchase Orders #67-2017 thru 70-2017 seconded by Gloria Baum.

Roll Call Voting:

Gloria Baum	Yes
Robert Brobst	Yes
Norman Jepson	Yes

#7 Robert Brobst moved resolution approving the following Super Blanket Certificate # 105-2017 seconded by Gloria Baum.

Roll Call Voting:

Gloria Baum	Yes
Robert Brobst	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 12/11/2017.

Total All Funds:	\$ 1,090,770.33
Current Investment Accounts:	\$ 523,968.49
Current Checking Account:	\$ 566,801.84

#8 Norman Jepson 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
Norman Jepson	Yes

ROAD AND CEMETERY REPORT

No written report.

ZONING REPORT

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Zoning Inspector Barbara Carr presented the Zoning Report.

#9 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
Robert Brobst Yes
Norman Jepson Yes

FIRE REPORT

No written report.

WATER RESCUE REPORT

No written report.

PUBLIC

None

OLD BUSINESS

None

NEW BUSINESS

#10 Norman Jepson moved resolution to grant a two month extension on the contract with the City of Ashtabula for dispatching seconded by Gloria Baum.

Roll Call Voting:

Gloria Baum Yes
Robert Brobst Yes
Norman Jepson Yes

#11 Norman Jepson moved resolution to condemn the property located at 2241 West Prospect road Ashtabula, Ohio parcel 480100002900 to be in compliance with Brown Field requirements seconded by Gloria Baum.

Roll Call Voting:

Gloria Baum Yes
Robert Brobst Yes
Norman Jepson Yes

#12 Norman Jepson moved resolution to pay Burnham & Flower Insurance Group \$3,135.00 for Provident Emergency Service Accident & Health Policy Annual Premium effective 2-1-18 seconded by Robert Brobst.

Roll Call Voting:

Gloria Baum Yes
Robert Brobst Yes
Norman Jepson Yes

#13 Norman Jepson moved resolution to increase the salary/per pay for the following nonunion employees starting with the first full pay of January 2018 seconded by Robert Brobst.

- Office Manager Lori Zebrasky: \$1,538.46/per pay
- Road Superintendent Marc Pope: \$2,713.64/per pay
- Fire Chief John Jyurovat: \$2,079.80/per pay

Roll Call Voting:

Gloria Baum Yes
Robert Brobst Yes

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Norman Jepson Yes

#14 Norman Jepson moved resolution to give Fire Chief John Jyurovat an additional 32 hours (1 week) of vacation and to allow reimbursement of uniform purchases starting January 1, 2018 seconded by Robert Brobst.

Roll Call Voting:

Gloria Baum	Yes
Robert Brobst	Yes
Norman Jepson	Yes

#15 Norman Jepson moved resolution to review with State Road Occupational Medical Facility LLC for our 2018 contracts for DOT Consortium for a payment of \$15.00 per participant seconded by Robert Brobst.

Roll Call Voting:

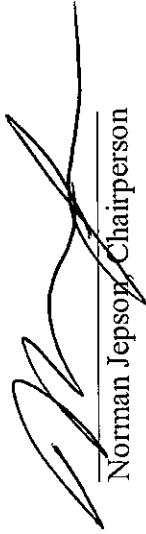
Gloria Baum	Yes
Robert Brobst	Yes
Norman Jepson	Yes

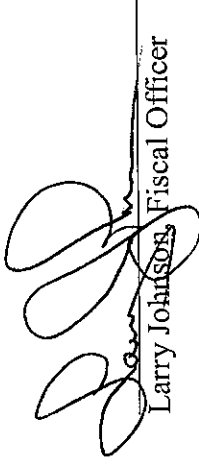
Announcements for the Record:

- Office closed Monday, December 25, 2017 to observe Christmas Day
- Administrative Office closed Tuesday, December 26, 2017
- Office closed Monday, January 1, 2018 to observe New Year's Day

#16 Norman Jepson moved to adjourn the meeting at 10:29 am seconded by Gloria Baum.

The meeting was adjourned.


Norman Jepson, Chairperson


Larry Johnson, Fiscal Officer