

RECORD OF PROCEEDINGS

Minutes of

SAYBROOK TOWNSHIP-TRUSTEES

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

December 21, 2015

20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 10:02 am by Chairperson Norman Jepson, along with Trustees Robert Brobst, Fire Chief John Jyurovat and Office Manager Lori Zebrasky Members of the public: Gloria Baum, Tim Baum and Kathleen Kennedy 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 # 12222015).

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

Trustee Robert Brobst led in Prayer.

#1 Robert Brobst moved resolution to appoint Lori Zebrasky as Clerk Pro-tem for today's meeting, seconded by Norman Jepson.

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

Lori Zebrasky 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.

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

December 8, 2015 Regular Meeting

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

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

December 8, 2015 Regular Meeting

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

SAFETY REPORT

No written report

FISCAL REPORT

Trustee Norman Jepson, presented the Fiscal report.

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#4 Robert Brobst moved resolution, approving Payroll Direct Deposits #479-2015 thru 529-2015 and Warrants 64894 thru 64931, seconded by Jane Hawn-Jackson.

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

#5 Norman Jepson moved resolution approving the following Then & Now Purchase Orders over \$3000.00, seconded by Jane Hawn-Jackson.
90-2015 - Brobst Tree \$3,250.00 91-2015 Koski Construction \$57,800.00

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

#6 Robert Brobst moved resolution approving the following regular purchase orders and Then and Now Purchase Orders: 90-2015 thru 92-2015, seconded by Jane Hawn-Jackson

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

#7 Norman Jepson moved resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor, seconded by Robert Brobst

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

#8 Robert Brobst moved resolution approving the following Township Annual Appropriations listed below, seconded by Jane Hawn-Jackson.

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

General Fund Wages: \$70,000.00
Benefits: \$58,000.00
Other: \$442,000.00
Total: \$570,000.00

Motor Veh. Lic. Tax..... Other: \$7,200.00
Total: \$7,200.00

Gasoline Tax..... Other: \$82,000.00
Total: \$82,000.00

Road & Bridge..... Wages: \$442,840.00
Benefits: \$237,700.00
Other: \$409,460.00
Total: \$1,090,000.00

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<i>Cemetery fund.....</i>	<i>Wages:</i>	<i>\$22,000.00</i>	
	<i>Benefits:</i>	<i>\$2,000.00</i>	
	<i>Other:</i>	<i>\$23,000.00</i>	<i>Total: \$47,000.00</i>
<i>Fire District.....</i>	<i>Wages:</i>	<i>\$958,420.00</i>	
	<i>Benefits:</i>	<i>\$386,200.00</i>	
	<i>Other:</i>	<i>\$695,380.00</i>	<i>Total: \$2,040,000.00</i>
<i>Perm Motor Veh Tax....</i>	<i>Other:</i>	<i>\$34,000.00</i>	<i>Total: \$34,000.00</i>
<i>Lighting Assessment....</i>	<i>Other:</i>	<i>\$93,000.00</i>	<i>Total: \$93,000.00</i>
<i><u>Total: \$3,963,200.00</u></i>			

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 12/21/2015.

Total All Funds:	\$ 1,020,632.29
Current Investment Accounts:	\$ 812,248.49
Current Checking Account:	\$ 208,383.80

#9 Robert Brobst moved to receive the Fiscal Report a copy of which can be found in the Addendum, seconded by Jane Hawn-Jackson

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

ROAD AND CEMETERY REPORT

No report.

ZONING REPORT

No Report

Fire Report

No Report

WATER RESCUE REPORT

No report

PUBLIC

None

OLD BUSINESS

None

NEW BUSINESS

10 Norman Jepson moved resolution to accept the Letter of Agreement with State

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Road Occupational Medical Facility, LLC for Consortium, DOT Urine Drug Screens, and BAT for the year 2016, seconded by Robert Brobst.

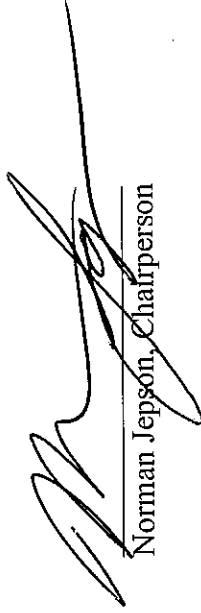
Roll Call Voting:	Jane Hawn --Jackson	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

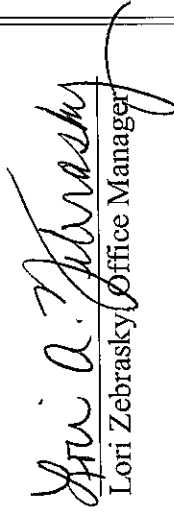
Announcements for the Record:

- Early Payroll Wednesday, December 23, 2015
- Office Closed Thursday, December 24 Christmas Eve and Friday, December 25, 2015 Christmas Day.
- Office Closed Friday, January 1, 2015 News Year Day.

#11 Norman Jepson moved resolution to adjourn the meeting at 10:14 am seconded by Robert Brobst.

The meeting was adjourned.


Norman Jepson, Chairperson


Lori Zebrasky, Office Manager