

**RECORD OF PROCEEDINGS
SAYBROOK TOWNSHIP TRUSTEES**

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ MARCH 1, 2011

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The Special Meeting of the Saybrook Township Board of Trustees to discuss: Sick Time Buy Out, Return to Work, Stonegate Detention Pond, Property Maintenance Code and a Union Grievance was called to order at 7:30 P.M. by Chairperson Norman Jepson, with Trustees Robert Brobst and members of the public: Joyce Crease, Kathleen Kennedy, Greg Strnisa and Randy Caruso were in attendance at the Saybrook Township Administrative Offices, 7247 Center Road, Saybrook Township, Ohio 44004. Trustee Jane Hawn-Jackson was not present due to health issues and therefore no vote will be reflected for her. Fiscal Officer Marc Pope was also not present.

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 the Saybrook Township Administrative Office (file #67 and 68) or, upon request; it can be copied onto a CD at the current cost of the CD.

Chairperson Norman Jepson stated that the meeting was being recorded for record purposes only, if anyone else is recording, please so state for the record. No one stated they were recording.

Discussion on the wording of Policy 2310, Sick Time – Accumulation & Use was discussed. For clarification purposes the following action was taken:

#1 Norman Jepson moved resolution, seconded by Robert Brobst to modify Personnel Policy 2310 SICK TIME – ACCUMULATION & USE, page 2, Unused Sick Leave Upon Retirement: to state **“All employees will be paid for thirty (30) percent of the maximum buyout amount of their unused accumulated sick leave upon retirement which translates to a maximum buy out of 390 hours, unless otherwise stipulated in a current bargaining agreement.”** This is from Resolution 96092414 when the buyout maximum was defined.

Roll Call Voting: Robert Brobst Yes
Norman Jepson Yes

#2 Norman Jepson moved resolution, seconded by Robert Brobst to make no change to the “Return to Work After Illness Policy 2311”.

Roll Call Voting: Robert Brobst Yes
Norman Jepson Yes

The detention pond in the Stonegate subdivision was discussed. We are required to submit to our insurance company (OTARMA) photos of the detention pond, also the grade specifications and the dimensions. We will request the County Engineer assist us with gathering this information. Once we have this information, we will find out the risk management opinion on this pond and then determine if we will take it over from the Stonegate Subdivision Association.

#3 Norman Jepson moved, seconded by Robert Brobst to table taking any action on the Draft Exterior Property Maintenance Code for Saybrook Township but we will continue to work on it.

Voting: Robert Brobst Yes
Norman Jepson Yes

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#4 Norman Jepson moved resolution, seconded by Robert Brobst to enter into Executive Session at approximately 7:45 PM to discuss an IAFF Union Grievance issue.

Roll Call Voting:	Robert Brobst	Yes
	Norman Jepson	Yes

#5 Robert Brobst moved resolution, seconded by Norman Jepson to return to Regular Session at approximately 8:00 PM.

Roll Call Voting:	Robert Brobst	Yes
	Norman Jepson	Yes

#6 Norman Jepson moved, seconded by Robert Brobst to adjourn the Meeting at approximately 8:00 PM.

The meeting was adjourned.



Norman Jepson, Chairperson