

**RECORD OF PROCEEDINGS**  
**SAYBROOK TOWNSHIP TRUSTEES**

Minutes of \_\_\_\_\_

Meeting \_\_\_\_\_

DAYTON LEGAL BLANK, INC., FORM NO. 101-48

Held \_\_\_\_\_

JUNE 7, 2011

\_\_\_\_\_ 20

The Regular Special Monthly Meeting of the Saybrook Township Board of Trustees to discuss Employee Travel and Per Diem Policies and Draft Exterior Property Maintenance Code was called to order at 7:00 P.M. by Chairperson Norman Jepson, with Trustees Robert Brobst and Jane Hawn-Jackson and 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. This meeting, thought to be recorded, however, it was not recorded by accident.

The changes to Draft Travel Policy #2169 and Draft Per Diem Policy #2170 were discussed.

#1 Norman Jepson moved resolution, seconded by Robert Brobst to make no changes to the current Travel Policy #2169 or current Per Diem Policy #2170 and to review each request on a case by case basis as to when the Township will cover the cost of lodging.

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

The Draft Exterior Property Maintenance Code was reviewed. Action may be taken after reviewing it further with the Zoning Inspector at the next regular meeting.

Sheriff William Johnson has not gotten back to the Board regarding the modifications to the Draft Contract for Police Protection which may be put on the November ballot.

#2 Jane Hawn-Jackson moved, seconded by Norman Jepson to adjourn the meeting at approximately 8:10 pm.

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

The meeting was adjourned.



Norman Jepson, Chairperson