

RECORD OF PROCEEDINGS
SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BANK, INC., FORM NO. 10146

AUGUST 28, 2012

Held

20

The Open Special Meeting of the Saybrook Township Board of Trustees to discuss cemetery fees, wiring in office, computer proposal and painting of cemetery garage was called to order at 6:30 P.M. by Chairperson Norman Jepson, with Trustee Jane Hawn-Jackson, Fiscal Officer Joyce Crease, Road Superintendent Marc Pope and member of the public: Dean Moore (arrived at last five minutes) were in attendance at the Saybrook Township Administrative Offices, 7247 Center Road, Saybrook Township, Ohio 44004. Trustee Robert Brobst was not present; therefore, no vote will be reflected for him.

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 138) or, upon request; it can be copied onto a CD at the current cost of the CD.

Cemetery fees were discussed and our fees were compared to Ashtabula Township's and Geneva Township's fees. Our Cemetery Fund is in the negative and we need to generate enough funds to keep from running a negative balance.

#1 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to increase cemetery fees effective October 2, 2012 as follows:

PURCHASE OF GRAVES

Adult residents of Saybrook Twp.....Sec A, B & C \$ 400.00
Adult non-residents of Saybrook Twp.....Sec A, B & C 800.00

Baby Section

Infant residents of Saybrook Twp.....(4' and under including vault)..... 250.00
Infant non-residents of Saybrook Twp..... (4' and under including vault)..... 350.00

GRAVE OPENINGS

Monday through Friday (except holidays)

Adult grave opening..... \$500.00
Infant grave opening (4' and under including vault) 300.00
Opening - ashes 300.00
Saturday Opening/Monday or Friday holidays observed
Adult grave opening..... 800.00
Infant grave opening (4' and under including vault) 600.00
Opening - ashes 400.00

DISINTERMENT

Body..... \$1,000.00
Ashes..... 500.00

TRANSFER OF DEEDS

For up to two deeds typed per transfer..... \$100.00
Each additional deed typed after the two above mentioned deeds..... 50.00

MONUMENT FOUNDATION CHARGES

2' X 1'----- \$ 70.00
2' 8" X 10"----- 100.00
2' 8" X 12"----- 115.00
2' 8" X 14"----- 125.00
2' 8" X 16"----- 140.00
2' 10" X 10"----- 110.00
2' 10" X 12"----- 120.00
2' 10" X 14"----- 130.00
2' 10" X 16"----- 145.00

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Held

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#3 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to contract with Phone World to wire the office in the amount of \$968.00 and Purchase Order.

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

#4 Norman Jepson moved resolution, seconded by Jane Hawn-Jackson to contract with Stephen Oeffner for the following: five external hard drives to backup the Fire Station's server – approximately \$500.00, five external hard drives to backup the Office server – approximately \$500.00, laptop for the Fire Chief – approximately \$500.00, Zone Pro System software – approximately \$675.00, and digital projector – approximately \$350.00, for a total cost of approximately \$2525.00 to be paid by corresponding Departments, along with the required corresponding Purchase Order made out to Visa.

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

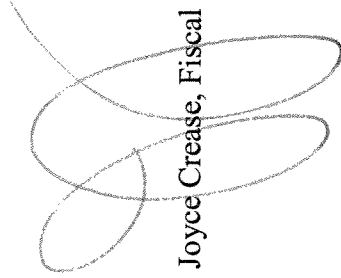
#5 Norman Jepson moved, seconded by Jane Hawn-Jackson to adjourn the meeting at approximately 6:55 pm.

Voting: Jane Hawn-Jackson Yes
Norman Jepson Yes

The meeting was adjourned.



Norman Jepson, Chairperson



Joyce Crease, Fiscal Officer