

**RECORD OF PROCEEDINGS**  
SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 101148

WORK SESSION

Held

July 14, 2015

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The open special work session of the Saybrook Township Trustees to discuss Policies and Procedures was called to order at 9:10 am by Chairperson Norman Jepson along with Trustees Robert Brobst and Jane Hawn-Jackson and Fiscal Officer Larry Johnson. Members of the public: Gloria Baum and Tim Baum were in attendance at the Saybrook Township Administrative offices 7247 Center Road, Saybrook Township, Ohio 44004.

Trustees discussed a policy in regards to overweight bag pick-up by the Road Department. The reason for a policy is to prevent employees from injury. The use of stickers and a memo was discussed as a means of communication to the residents that the bag is overweight.

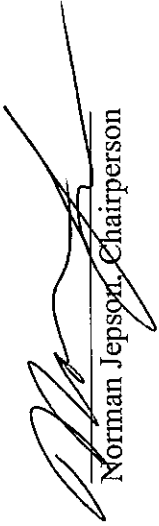
Trustees discussed a dress code for the Road Department for appearance and safety. OSHA approved T-shirts were a possibility. Trustee Robert Brobst to discuss with Road Department.

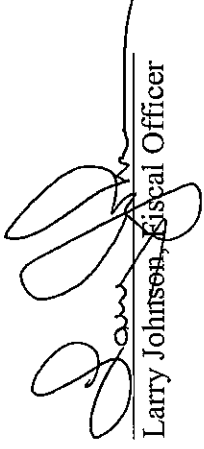
Norman Jepson moved, seconded by Jane Hawn-Jackson to adjourn the meeting at 9:37 am.

Voting:

Jane Hawn-Jackson	Yes
Robert Brobst	Yes
Norman Jepson	Yes

This meeting was adjourned.

  
Norman Jepson, Chairperson

  
Larry Johnson, Fiscal Officer