

RECORD OF PROCEEDINGS  
SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held October 13, 2020 20

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 10:00 am by Chairperson Gloria Baum, along with Trustees Robert Brobst, Norman Jepson, Fiscal Officer Larry Johnson, Road Superintendent Marc Pope, Fire Chief John Jyurovat and Zoning Inspector Barbara Carr. Members of the public: LuAnn Esposito, Lori Gustafson, Bonnie Pillars, Greg Felde, Mark Tessmer, Lloyd Richards, William McKinley and Maureen 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 # 10132020)

Chairperson Gloria Baum led the assembly in "The Pledge of Allegiance".

Trustee Robert Brobst led in prayer.

Gloria Baum 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.

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

September 22, 2020 Regular Trustees Meeting

Roll Call Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

#2 Norman Jepson move resolution to approve the following minutes seconded by Robert Brobst.

September 22, 2020 Regular Trustees Meeting

Roll Call Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

**SAFETY REPORT**

No written report.

**FISCAL REPORT**

Fiscal Officer Larry Johnson presented the Fiscal Report.

#3 Norman Jepson moved resolution to approve payroll direct deposits for #792-2020 thru #898-2020, and Warrants #69754 thru #69839, seconded by Gloria Baum.

Roll Call Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

#4 Norman Jepson moved resolution to approve spending of the Coronavirus Relief funds up to 30% for wages and benefits for COVID cleaning, seconded by Robert Brobst.

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Roll Call Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

#5 Norman Jepson moved resolution approving the Super Blanket Certificate #107-2020 thru #123-2020, seconded by Robert Brobst.

Roll Call Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

As recommended by the State Auditors, a copy of the Bank Reconciliation Summary, Appropriation Summary, Fund Summary, Revenue Summary, Payment Listing and Payroll were printed for your review and signature.

The following are a list of the un-audited balances after the above bills have been paid. Balances are as of 10/08/2020.

Total All Funds:	\$ 1,793,661.42
Current Investment Accounts:	\$ 1,118,342.42
Current Checking Account:	\$ 675,319.00

#6 Norman Jepson moved to receive the Fiscal Report, a copy of which can be found in the Addendum, seconded by Gloria Baum.

Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

### **ROAD AND CEMETERY REPORT**

Road Superintendent Marc Pope presented the Road and Cemetery Report.

#7 Norman Jepson moved to receive the Road and Cemetery Report, a copy of which can be found in the addendum, seconded by Robert Brobst.

Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

### **ZONING REPORT**

Zoning Inspector Barbara Carr presented the Zoning Report.

#8 Norman Jepson moved to receive the Zoning Report a copy which can be found in the Addendum, seconded by Robert Brobst.

Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

### **FIRE REPORT**

Fire Chief John Jyurovat presented the Fire Report.

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#9 Norman Jepson moved resolution to send Ben Paxton to the Fire Instructor class at A-TECH this fall. The class will be held on B shifts only and is 40 hours with the cost between \$250 - \$350. The training hours will be comp-time used next year. The motion was seconded Robert Brobst.

Roll Call Voting: Norman Jepson Yes  
Robert Brobst Yes  
Gloria Baum Yes

#10 Norman Jepson moved resolution to allow William Distler probationary-part-time firefighter to sign up for shifts and to take unfilled shifts as he has completed his 48 hour training period, seconded by Robert Brobst.

Roll Call Voting: Norman Jepson Yes  
Robert Brobst Yes  
Gloria Baum Yes

#11 Norman Jepson moved to receive the Fire Report, a copy which can be found in the Addendum, seconded by Robert Brobst.

Voting: Norman Jepson Yes  
Robert Brobst Yes  
Gloria Baum Yes

**WATER RESCUE REPORT**

No written report.

**OLD BUSINESS**

#12 Norman Jepson moved resolution to follow the Ashtabula County Health Department recommendation to hold Halloween Trick or Treat on Saturday, October 31, 2020 between 4:00 pm and 6:00 pm, the same day and time in all of Ashtabula County to help minimize repeated exposures to COVID-19 to Ashtabula County residents during the Halloween season, seconded by Robert Brobst.

Roll Call Voting: Norman Jepson Yes  
Robert Brobst Yes  
Gloria Baum Yes

**NEW BUSINESS**

#13 Norman Jepson moved to take no action on Notice of Forfeitures on parcels that may be located in our political subdivision and/or school district, seconded by Robert Brobst.

Roll Call Voting: Norman Jepson Yes  
Robert Brobst Yes  
Gloria Baum Yes

#14 Norman Jepson moved resolution to approve the purchase of 5/ea. Guardian FFM, OTS, Black Skirt at a price of \$829.00/ea., and 5/ea. EM-OTS-2 Guardian Comm. Module at a cost of \$619.00/ea., Shipping and Insurance at a cost of \$65.00 for a total cost of \$7,305.00 from PDR Professional Diving Resources for Saybrook Townships Water Rescue Team, using Coronavirus Relief funds, to prevent the spread of Covid by no longer sharing the masks seconded by Robert Brobst.

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Roll Call Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

#15 Robert Brobst moved resolution to scrap the Road Department's 1991 Ford Super Duty Custom Diesel Truck, seconded by Norman Jepson.

Roll Call Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

**PUBLIC**

LuAnn Esposito and William McKinley inquired about what was going on at the end of Rudd Road. Trustees indicated nothing at this time.

**EXECUTIVE SESSION**

#16 Norman Jepson moved resolution to go into "Executive Session" to discuss personnel issues at 10:34 am, seconded by Robert Brobst.

Roll Call Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

#17 Norman Jepson moved resolution to come out of "Executive Session" at 10:48 am, seconded by Robert Brobst.


Roll Call Voting:	Norman Jepson	Yes
	Robert Brobst	Yes
	Gloria Baum	Yes

**ADJOURNMENT**

#18 Norman Jepson moved to adjourn the meeting at 10:49 am, seconded by Robert Brobst.

The meeting was adjourned.

  
Gloria Baum, Chairperson

  
Larry Johnson, Fiscal Officer