

RECORD OF PROCEEDINGS

Minutes of _____ SAYBROOK TOWNSHIP TRUSTEES _____
BARRETT BROTHERS - DAYTON, OHIO

Meeting
Form 6101

Held _____ November 7, 2022 _____

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 10:00 a.m. by Chairman Norman Jepson with Trustees Robert Brobst and Thomas Pope, Fiscal Officer Larry Johnson, Road Superintendent Marc Pope, Office Manager Lori Zebrasky, and public Nathan Paskey.

The following minutes reflect actions 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 # 11072022)

Chairperson Norman Jepson led the assembly in "The Pledge of Allegiance".

Trustee Robert Brobst led the meeting prayer.

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

October 11, 2022	Trustees Meeting
October 31, 2022	Trustees Special Meeting

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

#2 Robert Brobst moved resolution to approve the following minutes, seconded by Thomas Pope.

October 11, 2022	Trustees Meeting
October 31, 2022	Trustees Special Meeting

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

SAFETY

No Written Report

FISCAL REPORT

Fiscal Officer Larry Johnson presented the Fiscal Report.

#3 Robert Brobst moved resolution approving Payroll Direct Deposits and Withholding Vouchers 787-2022 through 865-2022 and Warrants 71812 through 71873, seconded by Thomas Pope

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

#4 Robert Brobst moved resolution approving the following Super Blanket Certificates: 135-2022 through 140-2022, seconded by Thomas Pope

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Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

As recommended by the State Auditors, the previous month Bank Reconciliation Summary, Appropriation Summary, Fund Summary, Revenue Summary, and current Payment Listing were printed for the Board's review and signature.

The following are a list of the unaudited balances after the above bills have been paid. Balances are as of 11/07/2022.

Current Investment Accounts:	\$	5,439,930.04
Current Checking Account:	\$	<u>36,112.68</u>
All Funds Total Balance:	\$	5,476,042.72

#5 Norman Jepson moved resolution to use the NOPEC funds available of \$53,387.92 toward the purchase of a generator from Buckeye Power Sales Co., Inc. at a cost of \$53,402.00 for the new Fire Station #2, seconded by Robert Brobst.

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

#6 Thomas Pope moved resolution to accept the Fiscal Report, a copy of which can be found in the Addendum, seconded by Norman Jepson.

Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

ROAD AND CEMETERY REPORT

Road Superintendent Marc Pope presented the Road and Cemetery Report

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

Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

ZONING REPORT

No Written Report

FIRE REPORT

No Written Report

Old Business:

#8 Norman Jepson moved resolution to approve Smolen Engineering to proceed with finalizing the Zoning Map consistent with the original proposal of \$1,200.00

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Once the Zoning Commission has approved the final version, seconded by Robert Brobst.

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

New Business:

#9 Norman Jepson moved resolution to approve the agreement by and between the Ashtabula County Board of Commissioners and Saybrook Township for Emergency Management Services at an annual cost of \$228.46 per year, seconded by Thomas Pope.

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

#10 Norman Jepson moved resolution to approve DD Mitchell to spot pave and repair roads in East Geneva Lakelands, up to \$40,000.00, seconded by Robert Brobst.

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

#11 Norman Jepson moved resolution to approve Paul E. Madar & Associates, Inc. to appraise Fire Station #2, 4986 Carpenter Road, Ashtabula, Ohio, 44004, Parcel Numbers 48-003-00-017-00 and 48-003-00-017-01 at a cost of \$1,500.00 with a \$750.00 deposit and \$750.00 due after completion of appraisal report, seconded by Thomas Pope.

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

Public

- Nathan Paskey with Ashtabula County Soil and Water reviewed and discussed the findings of blocked culverts in the vicinity of CSX Railroad and Ninevah Road. Three blocked culverts (two which impacts Saybrook Township) which is causing flooding of Ninevah Road. Beavers are causing the blockages which will need to be addressed.

#12 Norman Jepson moved resolution to spend up to \$2,500.00 for Nuisance Trapping for the beavers that are causing the blockages in the vicinity of CSX Railroad and Ninevah Road, seconded by Thomas Pope.

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

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EXECUTIVE SESSION

#13 Thomas Pope moved to go into Executive Session at 10:58 a.m. to discuss non-bargaining employees' wages for 2023, seconded by Robert Brobst.

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

#14 Norman Jepson moved resolution to return to the Regular Meeting at 11:04 a.m., seconded by Thomas Pope.

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

#15 Norman Jepson moved resolution to give a 5% wage increase each to Office Manager Lori Zebrasky, Administrative Assistance Michelle Halman, Fire Chief John Jyurovat and Road Superintendent Marc Pope, starting with the first pay in January 2023, seconded by Thomas Pope.

Roll Call Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

ADJOURNMENT

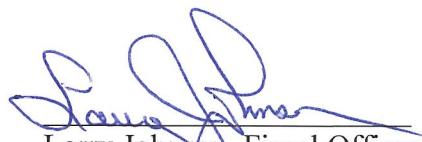
#16 Norman Jepson moved to adjourn the meeting at 11:10 a.m., seconded by Thomas Pope.

Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

The meeting was adjourned



Norman Jepson, Chairperson



Larry Johnson, Fiscal Officer