

RECORD OF PROCEEDINGS

Minutes of _____

Meeting _____

BARRETT BROTHERS - DAYTON, OHIO SAYBROOK TOWNSHIP TRUSTEES

Form 6101

Held _____

February 14, 2023

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, Office Manager Lori Zebrasky, Fire Chief John Jyurovat, Zoning Inspector Albert Sedivec and public Kathleen Kennedy.

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 the administration office (Job # 02142023).

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 Norman Jepson.

January 10, 2023	Regular Trustees Meeting
January 24, 2023	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 Norman Jepson.

January 10, 2023	Regular Trustees Meeting
January 24, 2023	Special Meeting

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

SAFETY
No Report

FISCAL REPORT

Fiscal Officer Larry Johnson presented the Fiscal Report.

#3 Robert Brobst moved resolution approving Payroll Direct Deposits and Withholding Vouchers 05-2023 through 137-2023 and Warrants 72037 through 72142. Seconded by Thomas Pope.

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

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#4 Robert Brobst moved resolution approving the following Super Blanket Certificates: 93-2023 through 94-2023, seconded by Thomas Pope.

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

#5 Robert Brobst moved resolution approving Regular Purchase Order 7-2023 as per attached Purchase Order Listing report, seconded by Thomas Pope.

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

#6 Robert Brobst moved resolution authorizing all actions necessary to accept Northeast Ohio Public Energy Council (NOPEC) 2023 Energized Community Grant, seconded by Thomas Pope

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

#7 Robert Brobst moved resolution accepting the Amended Amounts and Rates for 2023 as determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor, seconded by Thomas Pope.

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 Payment Listing were printed for your review and signature.

The following are a list of the unaudited balances after the above bills have been paid. Balances are as of 02/10/2023.

Current Investment Accounts:	\$ 3,065,246.02
Current Checking Account:	\$ 341,655.44
All Funds Total Balance:	<u>\$ 3,406,901.46</u>

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

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

Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

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ROAD AND CEMETERY REPORT

No Report

ZONING REPORT

Zoning Inspector Albert Sedivec presented the Zoning Report.

#9 Norman Jepson moved resolution to accept the Zoning Report, a copy of which can be found in the addendum, seconded by Thomas Pope.

Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

FIRE REPORT

Fire Chief John Jyurovat presented the Fire Report

#10 Norman Jepson moved resolution to hire Evan Markel as a probationary, part-time fire fighter/EMT. As in section 15.1 (a) of the Saybrook Township Fire Department part-time contract, the probationary rate is \$17.51 per hour. This rate will be in effect until his training is completed. His probationary period will be 12 months from his date of hire. He will be required to fill out all required paperwork, pass the pre-employment physical and complete a drug screening, seconded by Robert Brobst.

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

#11 Norman Jepson moved resolution to accept the Fire Report, a copy of which can be found in the addendum, seconded by Thomas Pope.

Voting	Thomas Pope	Yes
	Robert Brobst	Yes
	Norman Jepson	Yes

Old Business:

None.

Communication/Correspondence

- Letter from Barbara Schaab regarding annual Notice to the Board of Township Trustees regarding Zoning Resolutions.
- Received letter from Colleen O'Toole office regarding proposed budget reallocation.
- Received letter from the Ashtabula County Commissioners in response to the letter received from Colleen O'Toole.
- Notice from Communications Workers of America, AFL-CIO Local 4340. Mr. Philip Naples will assume all responsibilities as CWA Business Agent for the bargaining unit members of Saybrook Township Road Dept.
- Email from Jake Brand/Ashtabula County & County Commissioner J.P. Ducro regarding the recycle dumpsters and the issues arising from them at our township.
- Letter from Planning & Development regarding possible demolition monies for vacant blighted dwellings to be demolished. Copy went to three trustees and zoning. (More information can be found in the addendum)

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- Notice of Election for OP&F Board of Trustee.
- Received a thank you card from the family of Barbara Carr.

New Business:

#12 Norman Jepson moved resolution to accept the quote from Cesco Imaging regarding a full-color LED message board, located at the Administration building, double faced, labor and materials with a seven (7) year parts and labor warranty in the amount of \$20,725.04 Message board to be installed in existing monument sign per print, seconded by Robert Brobst.

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

#13 Norman Jepson moved resolution to accept quote from Rags, Brooms, and Mops Inc. to strip and wax floor in meeting room at a cost of \$575.00 and clean blinds throughout the admin building at a cost of \$210.00. Total amount of \$785.00, seconded by Thomas Pope.

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

#14 Norman Jepson moved resolution to dispose of all unused electronics after removing all hard drives, seconded by Robert Brobst.

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

#15 Norman Jepson moved resolution passing a 6% raise for the Full-time firefighters/medics after current IAFF Contract expires, will be for the first full pay of March 2023, seconded by Robert Brobst.

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

Public

- Kathleen Kennedy discussed the road surfaces on the Lakeland Community Association. Some residents in Lakeland Community Association are making their front yards into a storage unit.

Announcements for the Record:

- Monday, February 20, 2023, office closed to observe Presidents' Day.
- Tuesday, March 14, 2023 at 10:00 a.m., Trustees Meeting

***Executive Session:** To discuss employment & Workers Compensation

#16 Robert Brobst moved resolution to go into executive session at 10:43 a.m., seconded by Norman Jepson.

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

#17 Norman Jepson moved resolution end executive session and return to the regular Trustee meeting, seconded by Robert Brobst at 10:50, no decisions were made.

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

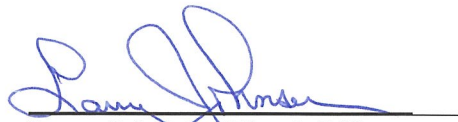
ADJOURNMENT

#18 Norman Jepson moved to adjourn the meeting at 10:51 a.m., seconded by Thomas Pope.

The meeting was adjourned.



Norman Jepson, Chairperson



Larry Johnson, Fiscal Officer

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