

RECORD OF PROCEEDINGS
SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ March 9, 2021 _____ 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 Norman Jepson, Robert Brobst, Fiscal Officer Larry Johnson and Fire Chief John Jyurovat. Members of the public: Lloyd Richards was 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 # 03092021)

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.

February 23, 2021 Regular Meeting

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

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

February 23, 2021 Regular Meeting

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

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 #88-2021 thru #161-2021 and Warrants #70171 thru #70245, seconded by Robert Brobst.

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

#4 Norman Jepson moved resolution approving a Then and Now Purchase Orders over \$3,000.00 #7-2021 Compass Minerals America Inc. \$11,322.57, seconded by Robert Brobst.

March 9, 2021

Held _____ 20 _____

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 03/09/2021.

Total All Funds:	\$	855,967.21
Current Investment Accounts:	\$	731,978.64
Current Checking Account:	\$	123,988.57

#5 Norman Jepson moved to receive the Fiscal 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

ROAD AND CEMETERY REPORT

#6 Robert Brobst moved resolution to advertise for stone bids, seconded by Norman Jepson.

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

#7 Robert Brobst moved resolution to advertise for asphalt bids, seconded by Norman Jepson.

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

ZONING REPORT

No written report.

FIRE REPORT

Fire Chief John Jyurovat presented the Fire Report.

#8 Norman Jepson moved resolution to approve the purchase of recue tools from Evans Fire Protection District in the amount of \$6,000.00 plus shipping, seconded by Robert Brobst.

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

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#9 Norman Jepson moved resolution to accept the resignation of Firefighter, Anthony Anastasia effective at the end of his shift on February 27, 2021, seconded by Robert Brobst.

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

#10 Norman Jepson moved resolution to approve the purchase and installation of emergency lights and radio equipment for the new Chiefs 2021 Tahoe at a cost of \$3,419.94 and the Grass Fire Truck 2020 Dodge Ram 3500 at a cost of \$5,262.93 by Northeastern Communications, seconded by Robert Brobst.

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

#11 Norman Jepson moved resolution to receive the Fire 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

WATER RESCUE REPORT

No written report.

OLD BUSINESS

None.

NEW BUSINESS

#12 Norman Jepson moved resolution to authorize the Andover Bank as designated depository for the Township funds and the Township Fiscal Officer to administer the investment of Township funds in the above named designated depository per Saybrook Township investment Policies, seconded by Robert Brobst.

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

#13 Robert Brobst moved resolution to move forward with a Memorial Day Ceremony, seconded by Norman Jepson.

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

#14 Norman Jepson moved resolution to not hold Clean-up Day and postpone until Fall, seconded by Robert Brobst.

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

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PUBLIC

Lloyd Richards commented that the flag in the cemetery needs replace.

EXECUTIVE SESSION

#15 Norman Jepson moved resolution to go into "Executive Session" to discuss "Architect Contract" at 10:34 am, seconded by Robert Brobst.

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

#16 Norman Jepson moved resolution to come out of "Executive Session" at 10:39 am, seconded by Robert Brobst.

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

#17 Norman Jepson moved resolution that the Fire Chief be allowed to take holidays on the days he is scheduled to work, seconded by Robert Brobst.

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

#18 Norman Jepson moved resolution to inform full-time Firefighters to submit a letter of intent if interested in the open "Captains" position by April 13, 2021, seconded by Robert Brobst.

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

#19 Norman Jepson moved resolution to enter into a lease agreement with Xerox for Fire Station 1, for a Xerox C405DN with Black/White impressions and Color impressions, Lease Term is 36 months, in the amount \$55.57 per month. Install Date of 3/4/2021, seconded by Robert Brobst


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

ADJOURNMENT

#20 Norman Jepson moved to adjourn the meeting at 10:40 am, seconded by Robert Brobst.

The meeting was adjourned.


 Gloria Baum, Chairperson


 Larry Johnson, Fiscal Officer