

RECORD OF PROCEEDINGS

April 11, 2023

Held _____

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, Administrative Assistant Michelle Halman, Road Superintendent Marc Pope, Fire Chief John Jyurovat, Zoning Inspector Albert Sedivec with public Lloyd Richards and Dave Cooper.

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 # 04112023).

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

March 14, 2023 Regular Trustees Meeting

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

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

March 14, 2023 Regular Trustees Meeting

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

SAFETY

Robert Brobst attended the Safety Luncheon.

FISCAL REPORT

Fiscal Officer Larry Johnson presented the Fiscal Report.

#3 Robert Brobst moved resolution approving Payroll Direct Deposits and Withholding Vouchers 228-2023 through 317-2023 and Warrants 72218 through 72281, 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's Bank Reconciliation Summary, Appropriation Summary, Fund Summary, Revenue Summary and 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 04/07/2023.

RECORD OF PROCEEDINGS
SAYBROOK TOWNSHIP TRUSTEES

Minutes of _____

Meeting _____

BARRETT BROTHERS - DAYTON, OHIO

April 11, 2023

Form 6101

Held _____

Current Investment Accounts:	\$	2,473,426.64
Current Checking Account:	\$	259,675.05
All Funds Total Balance:	\$	2,733,101.69

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

#4 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

ROAD AND CEMETERY REPORT

Road Superintendent Marc Pope presented the Road and Cemetery Report.

#5 Norman Jepson moved resolution to accept the Road and Cemetery 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

ZONING REPORT

Zoning Inspector Albert Sedivec presented the Zoning Report.

#6 Norman Jepson moved resolution to accept the Zoning 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

FIRE REPORT

#7. Norman Jepson moved resolution to hire Nicholas Coach as probationary, part-time Fire Fighter/EMT. As in section 15.1 (a) of the Saybrook Township Fire Department Part-Timer 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 Thomas Pope.

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

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

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

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Meeting

BARRETT BROTHERS - DAYTON, OHIO

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Old Business:

Water Rescue Budget tabled to next meeting.

#9 Norman Jepson moved resolution to accept additional costs paid to Strollo Architects due to change-orders throughout the construction period, seconded by Thomas Pope.

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

Communication/Correspondence

Received a letter from the office of Colleen O'Toole regarding Ashtabula County Trustees Action Plan. Copies were sent to all three trustees and the Fiscal Officer.

New Business:

#10 Norman Jepson moved resolution to accept the quote from Rags, Brooms, and Mops Inc. to sweep and machine scrub the floors in the Road Department, and thorough cleaning of the lunchroom, proposal of \$500.00 See quote for details, seconded by Thomas Pope.

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

#11 Norman Jepson moved resolution to accept the quote to provide weekly cleaning in the Road Department, from Rags, Brooms, and Mops Inc. at a cost of \$60.00 per week. See quote for cleaning details, seconded by Thomas Pope.

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

#12 Norman Jepson moved resolution to accept the quote for a one-year (1) contract with Brobst Tree & Stump service for yard waste disposal starting April 1, 2023 through March 31, 2024 at the cost of \$400.00 monthly, seconded by Thomas Pope.

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

#13 Norman Jepson moved resolution to accept the quote for a new Saybrook Cemetery sign from CESCO Imaging in the amount of \$1,870.00, seconded by Thomas Pope.

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

Public

Lloyd Richards would like to see the area around the cemetery flagpole resurfaced/blacktopped.

Dave Cooper expressed his concerns regarding the abandoned vehicle in his neighbor's driveway. The car has been there over two years and he would like to see

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it removed.

***Executive Session:** To discuss a personnel issue.

#14 Norman Jepson moved resolution to go into executive session at 10:52 a.m., seconded by Thomas Pope.

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

#15 Norman Jepson moved resolution to end executive session and return to the regular Trustee meeting, seconded by Thomas Pope at 11:15 a.m., no action was taken.

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

ADJOURNMENT

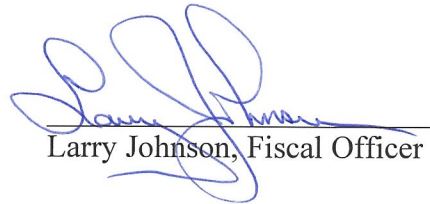
#16 Norman Jepson moved to adjourn the meeting, seconded by Thomas Pope.

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

The meeting was adjourned.



Norman Jepson, Chairperson



Larry Johnson, Fiscal Officer