

RECORD OF PROCEEDINGS

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

Meeting
Form 6101

Held _____ September 13, 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, Thomas Pope, Fiscal Officer Larry Johnson, Road Superintendent Marc Pope, Fire Chief John Jyurovat, Interim Zoning Inspector John Beninato and public Dan Claypool, Bill Shinsky, Betsy & Robert Agey, and Chuck Fratangelo.

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 # 09122022)

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.

August 23, 2022 Trustees 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.

August 23, 2022 Trustee Meeting

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

FISCAL REPORT

Fiscal Officer Larry Johnson presented the Fiscal Report.

#3 Robert Brobst moved resolution approving Payroll Direct Deposits and Withholding Vouchers 582-2022 through 707-2022 and Warrants 71680 through 71754, 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: 129-2022 through 131-2022, seconded by Thomas Pope

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

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#5 Robert Brobst moved resolution approving Regular Purchase Order 20-2022 as per attached Purchase Order Listing report, seconded by Thomas Pope.

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

#6 Thomas Pope moved resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor (See attached copy of the Official Certificate of Estimated Resources for the Fiscal Year beginning January 1, 2023), seconded by Robert Brobst.

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 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 09/09/2022.

Current Investment Accounts:	\$	5,368,470.22
Current Checking Account:	\$	1,021,193.40
All Funds Total Balance:	\$	6,389,663.62

#7 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

#8 Norman Jepson moved resolution to bid out the removal of approximately twelve trees in the cemetery, seconded by Thomas Pope.

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

#9 Robert Brobst moved resolution to accept the Road 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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ZONING REPORT

Interim Zoning Inspector John Beninato presented the Zoning Report

#10 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

#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:

#12 Norman Jepson moved resolution to reschedule the first meeting of the month Tuesday, November 8th to Monday, November 7th Due to election day, seconded by Thomas Pope.

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

#13 Norman Jepson moved resolution to schedule year end meetings to be held on Tuesday, December 27, 2022 at 10 a.m., seconded by Thomas Pope.

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

New Business:

#14 Norman Jepson moved resolution to hold Saybrook's Fall Clean up day for October 15, 2022 from 8:00 a.m. to Noon, Seconded by Robert Brobst.

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

#15 Norman Jepson moved resolution to accept the proposal from Stephen Oeffner for IT services for remotely maintaining the computer systems and keeping the website up-to-date, at the rate of \$150.00 per hour with a minimum of two hours billed each month but not to exceed \$1500.00 a month, seconded by Thomas Pope

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

Public

Dan Claypool, President of Erin Bluff Association, was here to discuss the Erin Bluff drainage problem. Trustee Robert Brobst indicated it was a state issue not a township issue. Bill Shinsky, ODOT Maintain manager, indicated the owner of the property owns the pipe and the state is not responsible. Dan Claypool asked that the Township put it in writing that Saybrook Township has no responsibility for the pipe. The Township will talk to the County Engineer.

Gary Englehart from Haywood Beach stressed motorcycle traffic is a noise problem on State Route 45.

EXECUTIVE SESSION

#16 Norman Jepson moved to go into executive session at 11:12 a.m. to discuss employment for the Fire Department, seconded by Robert Brobst.

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

Returned to regular meeting at 11:23 a.m.

#17 Norman Jepson moved resolution to hire Christopher Lyons as a Probationary Part-time Fire Fighter/EMT. As per section 15.1 (a) of the Saybrook Township Fire Department Part-time Contract, probationary rate is \$16.76 per hour. This rate will be in effect until his training is completed. Probationary period will be twelve months from the date of hire. He will be required to fill out all required paperwork and pass the pre-employment physical and drug screen, seconded by Thomas Pope.


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

ADJOURNMENT

Norman Jepson moved to adjourn the meeting at 11:29 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