

RECORD OF PROCEEDINGS
SAYBROOK TOWNSHIP TRUSTEES

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held December 8, 2020 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 Zoning Inspector Barbara Carr. Members of the public: Kathleen Kennedy was in 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 # 12082020)

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.

- November 24, 2020 Work Session – 9:00 am
- November 24, 2020 Regular Trustees Meeting – 6:00 pm
- December 04, 2020 Work Session – 9:00 am

Roll Call Voting:

Norman Jepson	Yes
Robert Brobst	Yes
Gloria Baum	Yes

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

- November 24, 2020 Work Session – 9:00 am
- November 24, 2020 Regular Trustees Meeting – 6:00 pm
- December 04, 2020 Work Session – 9:00 am

Roll Call Voting:

Norman Jepson	Yes
Robert Brobst	Yes
Gloria Baum	Yes

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 #984-2020 thru #1056-2020, and Warrants #69933 thru #70010, seconded by Robert Brobst.

Roll Call Voting:

Norman Jepson	Yes
Robert Brobst	Yes
Gloria Baum	Yes

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#4 Norman Jepson moved resolution approving the Regular and Then and Now Purchase Order #26-2020 thru 30-2020, seconded by Robert Brobst.

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

#5 Norman Jepson moved resolution approving the Super Blanket Certificate #140-2020 thru #146-2020, seconded by Robert Brobst.

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 12/07/2020.

Total All Funds: \$ 1,492,324.41
Current Investment Accounts: \$ 1,157,843.75
Current Checking Account: \$ 334,480.66

#6 Norman Jepson moved to receive the Fiscal Report, a copy of which can be found in the Addendum, seconded by Gloria Baum.

Voting: Norman Jepson Yes
Robert Brobst Yes
Gloria Baum Yes

ROAD AND CEMETERY REPORT

No written report.

Trustee Robert Brobst reported that all paving and stripping projects were completed for the year.

ZONING REPORT

Zoning Inspector Barbra Carr presented the Zoning Report.

#7 Norman Jepson moved to receive the Zoning Report a copy which can be found in the Addendum, seconded by Gloria Baum.

Voting: Norman Jepson Yes
Robert Brobst Yes
Gloria Baum Yes

FIRE REPORT

No written report.

Trustee Norman Jepson reported that the Fire Levy was passed and work sessions were being held with the architects to construct a new Fire Station to replace Station #2. Trustee Jepson also reported that the following capital purchases were made -

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SCBA masks, water rescue masks, chief's vehicle and a grass fire vehicle.

WATER RESCUE REPORT

No written report.

OLD BUSINESS

None.

Trustee Norman Jepson indicated he would contact CEI regarding the install of 3 street lights – Austinburg Road/Old Austinburg Road, Munson Hill/Rt. 84 and Forman Road/Austinburg Road.

NEW BUSINESS

Discussion held regarding having the phone system checked and Spectrum increase our internet speed.

Discussion held regarding setting up the meeting room for Zoom meetings.

#8 Norman Jepson moved resolution to sign a letter of agreement with State Road Occupational Medical Facility LLC for DOT Consortium for year beginning on January 1, 2021, seconded by Robert Brobst.

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

#9 Robert Brobst moved resolution to purchase a 2021 Kenworth T370 Plow Truck which includes a Henderson Snow and Ice Control Equipment Package from Kenworth of Richfield (Hissong Group Inc.) in the Amount of \$143,396.00, seconded by Norman Jepson.

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

#10 Robert Brobst moved resolution to finance the 2021 Kenworth T370 Plow Truck with a loan from Andover Bank in the amount of \$120,000.00 at an interest rate of 1.90% over five years, seconded by Norman Jepson.

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

#11 Norman Jepson moved resolution to accept the additional Cares Act Funds in the amount of \$28,982.79 and to spend for qualifying expenses, seconded by Robert Brobst.

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

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PUBLIC

Kathleen Kennedy expressed concerns about speeding on Lake Road, the need for paving on the Lakeland Community Assoc. roads, and trashed properties in the Lakeland Community Associations.

EXECUTIVE SESSION

#12 Norman Jepson moved resolution to go into "Executive Session" to discuss personnel issues at 10:45 am, seconded by Robert Brobst.

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

#13 Norman Jepson moved resolution to come out of "Executive Session" at 12:01 pm, seconded by Robert Brobst.

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


#14 Norman Jepson moved resolution approving the following salary increases 2.5% for Fire Chief John Jyurovat, 1.6% Road Superintendent Marc Pope, 1.6 % Zoning Inspector Barbara Carr and 3.5% Office Manager Lori Zebrasky starting with the first full pay in January 2021, seconded by Robert Brobst.


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

ADJOURNMENT

#15 Norman Jepson moved to adjourn the meeting at 12:04 pm, seconded by Robert Brobst.

The meeting was adjourned.


 Gloria Baum, Chairperson


 Larry Johnson, Fiscal Officer