

RECORD OF PROCEEDINGS

Minutes of _____

SAYBROOK TOWNSHIP TRUSTEES

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held _____

July 12, 2022

The Regular Meeting of the Saybrook Township Board of Trustees was called to order at 10:00 a.m. by Vice Chairman Norman Jepson with Trustee Robert Brobst, Fiscal Officer Larry Johnson, Road Superintendent Marc Pope, Fire Chief John Jyurovat, Office Manager Lori Zebrasky, Zoning Inspector Barb Carr and public Kathleen Kennedy, Lloyd Richards, Mark Vosburg, Berry Palmer and others (see sign-in sheet). Trustee Tom Pope was absent.

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 # 07122022)

Vice 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.

June 28, 2022	Trustee Meeting
July 05, 2022	Work Session

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

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

June 28, 2022	Trustee Meeting
July 05, 2022	Work Session

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

FISCAL REPORT

Fiscal Officer Larry Johnson presented the Fiscal Report.

#3 Robert Brobst moved resolution to approve Payroll Direct Deposits and other Direct Deposits for 423-2022 through 500-2022 and warrants 71550 through 71609, seconded by Robert Brobst.

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

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#4 Robert Brobst moved resolution approving the following Super Blanket Certificates 125-2022 through 126-2022, seconded by Robert Brobst.

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

#5 Robert Brobst moved resolution approving Regular Purchase Order 16-2022 as per attached Purchase Order Listing report, seconded by Norman Jepson.

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

#6 Robert Brobst moved resolution approving the addition of Thomas S. Pope as a signee for all accounts at Andover Bank, seconded by Norman Jepson.

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

#7 Robert Brobst moved resolution to remove Gloria Baum as a signee for all accounts at Andover Bank, seconded by Robert Brobst.

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

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 the Board's review and signatures.

The following are a list of the un-audited balances after the above bills have been paid. Balances are as of 06/13/2022.

Total All Funds:	\$ 5,301,608.99
Current Investment Accounts:	\$ <u>58,023.90</u>
Current Checking Account:	\$ 5,359,632.89

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

Voting	Robert Brobst	Yes
	Norman Jepson	Yes
	Thomas Pope	Absent

ROAD AND CEMETERY REPORT

No Report

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ZONING REPORT

Zoning Inspector Barb Carr 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 Robert Brobst.

Voting	Robert Brobst	Yes
	Norman Jepson	Yes
	Thomas Pope	Absent

FIRE REPORT

Fire Chief John Jyurovat presented the Fire Report.

#10 Norman Jepson moved resolution to move Jeremiah Smith, to Probationary Part-Time Fire Fighter/Paramedic. He will have completed his required Training by the end of July. Chief Jyurovat wats him to be able to sign up for shifts on 16th 2022, for the month of August, seconded by Robert Brobst.

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

#11 Norman Jepson moved to receive the Fire Report, a copy of which can be found in the Addendum, seconded by Robert Brobst.

Voting	Robert Brobst	Yes
	Norman Jepson	Yes
	Thomas Pope	Absent

Old Business:

Cemetery Sign: contact Conrad Sign to get replacement letters for the cemetery sign that are broken.

New Business:

#12 Robert Brobst moved resolution to accept the job estimate from Superior Power Wash to power wash siding, trim, gutters and sidewalk around the building, at the cost of \$335.00 seconded by Norman Jepson.

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

#13 Robert Brobst moved resolution to appoint Norman Jepson as the chairperson of the Saybrook Township Board of Trustees for the remainder of 2022, seconded by Norman Jepson.

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

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#14 Norman Jepson moved resolution to appoint Robert Brobst as the Vice-Chairperson of the Saybrook Township Board of Trustees for the remainder of 2022.

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

#15 Norman Jepson moved resolution to appoint Thomas Pope as the liaison for the Saybrook Township Administration Staff, seconded by Robert Brobst.

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

Public

Berry Palmer – Boy Scouts & Cub scouts pack #52 would like us be chartered by the Saybrook Township Fire Department. Will be discussed with the Fire Chief and he will make his recommendations.

ADJOURNMENT

#16 Robert Brobst moved to adjourn the meeting at 10:34 a.m., seconded by Norman Jepson.

The meeting was adjourned.



Norman Jepson, Chairperson

Larry Johnson, Fiscal Officer