

The regular meeting of Newbury Township Trustees called to order at 7:02 p.m., March 17, 2021, with Bill Skomrock and Greg Trof in attendance at the town hall, and Glen Quigley attending via Zoom. Also in attendance were Dennis Pearson and Chief Ken Fagan.

Mr. Skomrock opened the meeting with the Pledge of Allegiance.

Ms. Sustar requested the approval of minutes from the regular meeting February 12, 2021. Motion to approve minutes was made by Mr. Skomrock, 2nd by Mr. Trof. Unanimous affirmative vote.

Request to approve minutes for the special meeting on February 17, 2021. Motion to approve minutes made by Mr. Trof, 2nd by Mr. Quigley. Unanimous affirmative vote by all.

Request to approve minutes from the regular meeting on March 3, 2021. Motion to approve minutes made by Mr. Trof, 2nd by Mr. Quigley. Unanimous affirmative vote..

Request to approve minutes from the special meeting on March 10, 2021. Motion to approve minutes made by Mr. Quigley, 2nd by Trof. Unanimous affirmative vote.

Received from the Ohio Department of Transportation: the 2020 Township Mileage Certification. State is asking for certification from trustees of 38.996 miles of roads that the township is responsible for maintaining. Motion to approve minutes made by Mr. Quigley, 2nd by Trof. Unanimous affirmative vote. Signed by William Skomrock and Greg Trof. Form will be forwarded to County Engineer's office for submission to state.

Geauga County Township Association quarterly dinner meeting will be on April 14, 2021 at the Munson Town Hall. Mr. Trof, Mr. Skomrock and Ms. Sustar plan to attend.

Opening of sealed bids for demolition of unsafe structure on Portlew Road:

Eclipse Company, LLC Bid: \$30,000.00
Certificate of Insurance and Bid Warranty Bond were included with bid documents.

Baumann Enterprises, Inc. Bid: \$13,800.00
Certificate of Insurance and Bid Warranty Bond were included with bid documents.

Auburn Bainbridge Excavating Bid: 9,600.00
Certificate of Insurance and Bid Warranty Bond were included with bid documents.

Trustees discussed that Auburn Bainbridge Excavating is a local company, as well as being the lowest bid. Although one of the principals of the company is on the Board of Zoning Appeals, he is paid by a stipend per meeting and not as a township employee. Motion to accept Auburn Bainbridge Excavating as the lowest and best bid by Mr. Skomrock. Mr. Trof seconded the motion. Mr. Quigley wanted a review by an Ethics Commission.

Internet connection was lost at 7:28 p.m.

Connection restored at 7:32 p.m.

Mr. Quigley continued with his comments. He agreed that he would vote yes, contingent on the prosecutor's office opinion.

Voice vote: three ayes, contingent on approval of township's assistant prosecuting attorney. If not approved, the award would go to Baumann Enterprise as the second lowest bid.

Resolution 202120317-01 to accept NOPEC Energized Community Grant
Motion by Mr. Skomrock, seconded by Mr. Tropf.
Voice Vote: three ayes.

Resolution 202120317-02
Supplemental appropriation in the amount of \$2,000.00 in Road Fund 2031 for Equipment.
Higher than expected costs for renting of equipment due to winter storms and downed trees.
Motion to approve by Mr. Skomrock, seconded by Mr. Tropf.
Voice Vote: three ayes.

Mr. Skomrock received a request to use Oberland Park for an outdoor theatrical performance by Curtain 440. They assured that they will be responsible for all set up and clean up. Mr. Skomrock will speak with Angela at Curtain 440 for additional Insured, Hold Harmless form and more particulars regarding their request.

Mr. Skomrock received contract quote from Scapabilities. Quote includes spring cleanup for town hall, fire station and American Legion building. Also detailed were pricing for fertilizations, cutting, bed maintenance and fall clean up. Total in the amount of \$5,100.00
Motion by Mr. Tropf, seconded by Mr. Quigley.
Voice Vote: three ayes

Review of Unilock retaining wall at town hall, in the amount of \$5,875.00. This contract was approved last year, but the project was not started or completed. All agreed should remain as open contract.

Mr. Tropf presented quote from Milano Monuments for restoration of headstones. This year the focus is on Morton Cemetery for \$3,500. Mr. Tropf believes that going forward cemetery restoration costs would be on a maintenance program rather than a restoration basis.
Mr. Skomrock moved to accept the contract for Milano Monuments. Mr. Tropf seconded.
Voice Vote: three ayes

Mr. Tropf presented two quotes for lawn fertilization for Oberland park.
Lawn Matters \$4,370.00 for prepay/\$4,600 for quarterly payments (same as last year)
H & M \$4,906.00
Mr. Tropf moved to accept quote from Lawn Matters. Mr. Skomrock seconded the motion.
Voice Vote: three ayes

Mr. Tropf has been working on the employee manual and wanted to discuss employee reimbursements for cell phones and boots. These reimbursements are not outlined in the employee manual. Fiscal officer believes that they need to be codified so that anyone can find and follow the process. It was proposed to have cell phone and boot reimbursement rates set by trustees at the first meeting in November each year. All requests for reimbursements must be submitted by November 30th, so that taxable benefits can be reported with final payroll for that fiscal year.

11708 Portlew update:

Owner was at a meeting last summer to discuss property. He was supposed to provide plan and timeline to complete rehab. There was no follow up from owner. Mr. Tropf will make contact with the owner to have him follow through with a plan and timeline.

Zoning:

Discussion continued regarding proposed changes to Zoning Regulations. Of interest were agricultural use and business district. No decisions were made.

Suggestions for further review will be forwarded to Zoning Commission who is tasked with making changes.

Mr. Quigley discussed OTARMA More Grant. Grant is open to purchases that increase safety and reduce risk to township employees and its residents.

Mr. Quigley spoke about how the flag lighting needs to be maintained. Several need service or upgrades. All agreed that properly honoring our flag is a priority, and taking care of this should not be too expensive, or take too long to accomplish.

Mr. Quigley will contact Highlight Maintenance for ideas for solar powered lighting options and quotes.

Mr. Quigley re-introduced obtaining a grant from the Ohio Department of Natural Resources Nature Works Grant, for a waterless restroom at Oberland Park. Cost is expected to be a minimum of \$45,000. The facility that is being considered is the same type as those being used at Geauga Park District locations. Still in discussion phase. Concern voiced over waterless facility not being hygienic. Possibly look into cost of permanent building with water and full septic.

Mr. Quigley also discussed other items that need maintenance or updates:

Security Cameras at town hall do not appear to be working properly. Will try to identify vendor. If possible, will have them come out to see why they are not working.

Automatic door lock at town hall. This is remote WIFI technology. Installed but no one seems to be using it. Could eliminate keys for access. Back door can be unlocked by using cell phone and secure code. There is a camera at back door to identify who is asking for access. The camera is supposed to be linked to a township computer. Who ever is at the town hall can identify the requester and then allowed access to the building, via the installed computer software.

Lighting for flags at Veterans Park. Mr. Quigley met with Park Board about adding street lights pointed toward park. He will contact CEI to see what needs to be done and if the current poles could be used.

Turnaround/parking for Veterans Park. Mr. Quigley is talking to contractor about cost to pave the proposed drive with turnaround and parking spaces.

Warrants approved by signing prior to or at this Meeting:

103-2021	3/13/21	\$22.59	Medical Mutual Of Ohio
104-2021	3/13/21	\$30.75	Medical Mutual Of Ohio
105-2021	3/16/21	\$6.26	Medical Mutual Of Ohio
Total Payments		\$59.60	

Purchase Orders approved by signing prior to or at this meeting:

BLANKET PURCHASE ORDER 42-2021 3/15/21 \$1,650.00 UTILITIES

Motion to adjourn was made at 8:49 PM by Mr. Tropf and seconded by Mr. Quigley.

Meeting was adjourned by a unanimous affirmative vote.

William Skomrock, Jr. - Chairman Glen Quigley - Vice Chairman

Greg Tropf Beverly Sustar- Fiscal Officer