

A regular meeting of Newbury Township Trustees called to order at 7:03 p.m., November 17, 2021, with Bill Skomrock, and Greg Trof in attendance at the town hall, with Mr. Quigley absent.

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

Mr. Fagan reported calls for the month of October in the amount of 62. There were 25 calls so far in November and total calls year to date were 579.

Mr. Fagan gave a presentation of proposed timeline and three methods of construction delivery for Fire Station construction – data provided by DS Architecture and Integrity Construction. Mr. Fagan asked the trustees to continue using DS Architecture for the remainder of the project citing the time that they had already invested in the design, information and timeline. Mr. Fagan also offered that DS Architecture had worked well with the building committee so far. He also stated that if the trustees chose to change design firms it would delay the construction process, as they would have to start over from scratch with a new company.

Mr. Skomrock asked for an estimate of construction costs. He said that he was more comfortable with a General Contractor as he didn't know much about Construction Management or Design Build methods. Mr. Fagan explained that the estimate of costs would be part of the Construction Management proposal. Mr. Fagan asked for a formal vote to determine the method of construction delivery, and to continue with DS Architecture for the design and engineering portions of the project.

Mr. Skomrock motioned to use the Construction Management method of delivery and approved the continuing services of DS Architecture. Mr. Trof seconded the motion. Voice vote: two ayes.

Road Department update:

Mr. Zimperman reintroduced approval to add a full time employee to the Road/Service department. Older employees are looking at retiring and he would like to get another person on staff before that time. He asked for approval to advertise .

Mr. Skomrock moved to place an ad in the paper for a full time employee, with Mr. Trof seconding the motion.

Voice vote: two ayes, one absent.

Mr. Zimperman also requested approval to start looking for a replacement for one of the older large trucks. Trustees agreed to move forward to get quotes. Due to large cost, vendor will have to comply with state bidding process.

Fiscal officer Sustar presented minutes from the October 6 and October 20 regular meetings. Draft copies were sent to trustees prior to the meeting for their review.

Mr. Trof moved to approve the minutes as presented. Mr. Skomrock seconded the motion.

Voice vote: two ayes, one absent.

Ms. Sustar presented October 2021 financials for review.

Receipts: 36,531.70

Payments: 135,309.08

Checking account balance: 118,302.93

Investments balance: 2,166,293.32

Total balance October 29, 2021 2,284,596.25

There were no outstanding adjustments.

Trustees reviewed and signed acknowledging receipt.

**Supplemental Appropriation Resolution: 20211117-01**

Resolution to increase appropriations as follows:

General Fund: Increase Admin/Sexton salary by \$3,000.00 (Additional hours)

Road Fund: Increase Utility expense by \$2,600.00 (reimburse Cell Phones)

Motion to approve supplemental appropriations was made by Mr. Skomrock, motion was seconded by Mr. Trof.

Voice vote: two ayes, one absent.

**Amended Rate Resolution:**

Fiscal officer presented Amended Rate Resolution from the Geauga County Auditor's office. Amended resolution includes new 5.5 mill Fire levy with estimated revenue collection of \$1,043,331.00 annually.

Mr. Skomrock moved the adoption of the resolution. Mr. Trof seconded the motion.

Voice vote: two ayes, one absent.

Fiscal officer presented proposed 2022 renewal of Medical Insurance through Medical Mutual. Rates increase for 2022 is estimated to be 4.95% for full time employees and elected officials.

Mr. Skomrock moved to approve the renewal of health insurance coverage by Medical Mutual through Burnham & Flower Insurance broker. Mr. Trof seconded the motion.

Voice vote: two ayes, one absent.

Mr. Trof gave update from Windstream regarding upgrades to internet infrastructure. Proposal is to bring gigabit service to almost all Newbury Township households currently serviced by Windstream. Total cost of upgrade would be \$1,570,000 and required local funding would be \$754,000. Newbury Township currently has \$290,422.31 in Federal ARP funding, with an additional \$290,422.31 to be received in 2022. Remainder of funds would need to be received from Geauga County Commissioners. Mr. Trof will follow up with Windstream and commissioners.

Update on internet issues with Suddenlink/Altice

Mr. Trof attempted to contact the assigned service representative. He was informed that they have left employment with Altice and the newly assigned representative did not have any information on past issues and complaints. Mr. Trof will have to start over with new rep.

Mr. Skomrock gave Sheriff's report of 208 calls in October.

First quarter Geauga County Township Association meeting is to be held January 12<sup>th</sup>. Newbury Township will act as host. Mr. Skomrock spoke Lorrie Sass Benza regarding dollar limit for venue and catering. He was informed that the limit had been raised from \$25 per person to \$35 per person. The event planner at Punderson Manor and Lodge will discount the venue fee from \$400 to \$200. Mr. Skomrock will continue to work with her on menu.

Board of Zoning Appeals will have openings due to term expirations.

Discussion of West Geauga Lease/Purchase agreement.

Proposed lease agreement was forwarded to trustees. Of note was the omission of a \$250,000 transfer of funds from West Geauga BOE to Newbury Township, for the purpose of meeting operating costs and making upgrades to building that would be required. Also lacking from the proposal was specific acreage that would go with the intermediate building and transfer of all 39 acres. Kimya Matthews, from the Task Force, believes that the Task Force is in a position to hold firm on several items in negotiation, but lacking from the proposed lease document.

Mr. Tropf stated that West Geauga would be releasing the Hammond Construction report on the intermediate building soon. He asked who is responsible for bringing the building up to code?

Mr. Tropf also asked for copies of the letters of commitment that the Task Force has received from proposed lessees.

Fiscal officer opined that if the trustees sign the lease as presented, operating costs for intermediate building would likely leave township cash strapped by end of 2022.

**Payments approved by signing at or prior to this meeting:**

361-2021	10/22/21	\$235.00	Ohio Public Employees Deferred Comp.
362-2021	11/5/21	\$474.41	John Boksansky
363-2021	11/5/21	\$831.23	Joseph Colini
364-2021	11/5/21	\$501.74	Timothy H. Hegedus
365-2021	11/5/21	\$1,210.73	Randal O. Hollis
366-2021	11/5/21	\$721.85	John H. Mansfield
367-2021	11/5/21	\$1,293.48	Timothy A. Mansfield
368-2021	11/5/21	\$925.77	Glen E. Quigley
369-2021	11/5/21	\$867.96	Lorraine Sevich
370-2021	11/5/21	\$655.55	William J. Skomrock Jr.
371-2021	11/5/21	\$1,361.90	Beverly A Sustar
372-2021	11/5/21	\$659.34	Gregory J. Tropf
373-2021	11/5/21	\$1,437.85	Douglas J. Zimperman
375-2021	10/29/21	\$25.00	Middlefield Banking Company
376-2021	11/12/21	\$235.00	Ohio Public Employees Deferred Comp.
377-2021	11/12/21	\$602.42	Treasurer of State
378-2021	11/12/21	\$2,869.21	IRS TAX PYMT
379-2021	11/12/21	\$6,207.45	Ohio Public Employees Retirement
380-2021	11/19/21	\$470.30	John Boksansky
381-2021	11/19/21	\$948.81	Joseph Colini
382-2021	11/19/21	\$317.85	Timothy H. Hegedus
383-2021	11/19/21	\$1,359.03	Randal O. Hollis
384-2021	11/19/21	\$721.85	John H. Mansfield
385-2021	11/19/21	\$1,410.29	Timothy A. Mansfield
386-2021	11/19/21	\$1,132.73	Lorraine Sevich
387-2021	11/19/21	\$1,912.67	Douglas J. Zimperman
36297	10/25/21	\$76.99	VISA
36298	11/5/21	\$352.30	Ohio Child Support Payment
36299	11/5/21	\$12.37	VSP
36300	11/5/21	\$111.43	VSP
36301	11/5/21	\$35.40	Delta Dental
36302	11/5/21	\$318.38	Delta Dental
36303	11/5/21	\$163.00	Aris Company
36304	11/5/21	\$1,685.25	DJL Material & Supply
36305	11/5/21	\$188.63	Dominion East Ohio Gas
36306	11/5/21	\$78.93	Geauga Concrete Inc.
36307	11/5/21	\$163.99	Geauga Feed & Grain Supply
36308	11/5/21	\$1,497.59	Glen Quigley
36309	11/5/21	\$20.00	Green Vision Material
36310	11/5/21	\$111.63	MT Business Technologies INC.
36311	11/5/21	\$2,250.00	O.C.I. Construction, Inc.
36312	11/5/21	\$300.00	Patsy Keyes
36313	11/5/21	\$440.00	ScapeAbilities (John Suvak)
36314	11/5/21	\$446.05	Star2Star Communications LLC
36315	11/5/21	\$23.25	Sunrise Springs Water Co. Inc.
36316	11/5/21	\$25.98	Tractor Supply Co.

36317	11/5/21	\$20.50	Treasurer of State
36318	11/5/21	\$2,600.00	Veneer Tree Service
36319	11/5/21	\$14.41	Waste Management of Ohio Inc.
36320	11/17/21	\$260.78	1st Ayd Corporation
36321	11/17/21	\$1,340.00	Chagrin Oil & Gas Co. Inc.
36322	11/17/21	\$1,252.08	Cintas Corp.
36323	11/17/21	\$2,654.43	First Energy
36324	11/17/21	\$8,033.97	First Quality Power Place
36325	11/17/21	\$106.31	Fisher Auto Parts
36326	11/17/21	\$20.00	Green Vision Material
36327	11/17/21	\$57.75	Hill Mfg. Co. Inc.
36328	11/17/21	\$112.69	Junction Auto Sales Inc.
36329	11/17/21	\$342.94	Kimball-Midwest Inc.
36330	11/17/21	\$55.10	Geauga County Maple Leaf
36331	11/17/21	\$319.20	O'Reilly Equipment L.L.C.
36332	11/17/21	\$100.00	Patton Pest Control Co., Inc
36333	11/17/21	\$445.49	Star2Star Communications LLC
36334	11/17/21	\$8.70	VISA
36335	11/17/21	\$8.96	VISA
36336	11/17/21	\$1,853.29	VISA
36337	11/17/21	\$420.00	William Skomrock, Jr.
36338	11/17/21	\$712.03	Ag-Pro Ohio, LLC
36339	11/19/21	\$635.07	Medical Mutual Of Ohio
36340	11/19/21	\$352.30	Ohio Child Support Payment
36341	11/19/21	\$5,723.65	Medical Mutual Of Ohio

**Total Payments** **\$65,140.24**

**Purchase orders approved by signing at or prior to this meeting**

51-2021	10/22/21	\$456.00	First Quality Power
32-2021	10/22/21	\$7,744.00	Place

**Total encumbrances** **\$8,200.00**

Motion to adjourn was made at 8:48 PM by Mr. Tروف. Mr. Skomrock seconded the motion.

Meeting was adjourned by a unanimous affirmative vote.

_____ William Skomrock, Jr. - Chairman	_____ Glen Quigley - Vice Chairman
_____ Greg Tروف - Trustee	_____ Beverly Sustar – Fiscal Officer