

A regular meeting of Newbury Township Trustees called to order at 7:01 p.m., December 1, 2021, with Bill Skomrock, Glen Quigley and Greg Trof in attendance at the town hall.

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

Mr. Fagan reported 52 calls for the month of November and two calls already in December. There have been 608 calls year to date were. Mr. Fagan believes they will exceed previous record for number of calls by end of year.

Fiscal Officer presented minutes from the November 17, 2021 regular meeting. Mr. Quigley moved to approve the minutes as presented. Mr. Skomrock seconded the motion. Voice vote: three ayes.

Ms. Sustar presented November 30, 2021 Bank reconciliation and financials for review.

Receipts:	300,784.26 (includes \$250,000 transfer from STAR investment)
Payments:	315,063.25 (includes \$250,000 transfer from STAR investment)
Checking account balance:	354,849.55
Investments balance:	1,916,430.45

Total balance November 30, 2021 \$2,269,7105.68
Trustees reviewed and signed.

Fiscal presented verification of renewal of Health Reimbursement Account agreement with Burnham & Flower as administrator. Amount of reimbursement available to full time employees covered by health insurance remains at \$4,000 for individual and \$8,000 per family coverage. Trustees unanimously agreed to retain existing coverage. Mr. Skomrock signed as Trustees designated representative.

Cell Phone and Clothing reimbursements: Taxable benefits
Trustees agreed to reimburse Road Department full time employees up to \$200.00 for boots and jackets purchased for work in 2021.
Cell phone reimbursement is limited to \$35.00 per trustee or full time service employee and up to \$50.00 for Road Supervisor.

Mr. Trof discussed the proposal from Windstream for internet infrastructure improvements in the township. Mr. Quigley stated that he has a problem partnering with a for profit business. The project doesn't benefit all residents of the township. Mr. Trof agreed that he also has difficulty that the proposed plan for the use of ARPA funds doesn't equally benefit all residents. He will continue to reach out to the county to see how much they are willing to invest, and other internet service providers to determine if they are interested in upgrading infrastructure in the township.

COVID Relief Funds:
Deadline to return unused funds is December 31, 2021. Funds must be received by the Ohio Office of Budget and Management by the 31st. Any outstanding invoices that have not been paid by December 29, 2021 will have to be paid using township revenue. Both Mr. Fagan and Mr. Zimperman asked if that meant they wouldn't be able to do the touchless fixtures at the fire station and service garage. Fiscal officer responded that the deadline isn't negotiable. Mr. Quigley asked if the township could ask for an extension, due to the problem of supply chain issues. Ms. Sustar explained that the deadline had already been extended twice. The last deadline extension was from December 31, 2020 to December 31, 2021. Mr. Quigley asked for contact information. Ms. Sustar said she would try to provide a name and contact information.

Zoning Commission:

Several positions are expiring or have already expired. Mr. Skomrock asked for a motion to extend the following appointments for the Zoning Commission:

Ed Deillus through 2024

Steve Boughner through 2025

Jerry Hudak through 2026

Mr. Tropf moved to approve the proposed appointments. Mr. Quigley seconded the motion.

Voice vote: three ayes.

Mr. Skomrock stated that he would still like to have a tri-board meeting to discuss changes to the Professional Office Building zoning, as well as the direction of future alternatives.

Mr. Tropf would like to address the opening in the BZA and then fast track rezoning in order to promote development.

Mr. Quigley thought that a public hearing would be in order for public input on rezoning.

Mr. Tropf will place an advertisement for those interested in being considered for appointment.

Mr. Quigley asked for a motion to partner with Chagrin River Watershed Partnership and pay member dues. Both Mr. Quigley and Mr. Skomrock believe that they have been a valuable resource to the township.

Mr. Skomrock made a motion to continue membership. Mr. Tropf seconded.

Voice vote: three ayes.

Newbury Township will be hosting the first quarter Geauga County Township Association dinner meeting on January 12, 2022 at Punderson Manor Lodge and conference center. All inclusive cost will be \$32.00 per person. Mr. Skomrock would like to invite Mr. Zimperman, as road supervisor and Ms. Sevich as administrative assistant to the trustees to help with sign in and greeting.

Mr. Skomrock proposed adding a part-time assistant to office to help Ms. Sevich as she is currently the zoning secretary, cemetery sexton and trustees administrative assistant. Trustees Tropf and Quigley said that they were open to that discussion, but not at this meeting.

Year End meetings.

Due to the amount of business that needs to be completed by December 31, 2021, a Special meeting will be scheduled for December 29, 2021 at the regular time of 7:00 pm.

Discussion of clarifying vacation accrual and payout.

Current vacation policy review to clarify how vacation time is accrued and paid. Issue is that after vacation payout in December, employees have no vacation time to use at the beginning of the year. Proposed to allow for 80 hours of vacation time to carryover to the following year. Trustees agreed that carryover of some vacation time seemed reasonable. Mr. Quigley asked the fiscal officer to revise the vacation policy to more clearly explain how vacation time is accrued and to allow for carryover of vacation time to following year. Trustees agreed that 80 hours seems reasonable amount to carryover.

Payments approved by signed at or previous to this meeting:

389-2021	11/22/21	\$235.00	Ohio Public Employees Deferred Comp.
390-2021	11/30/21	\$25.00	Middlefield Banking Company
391-2021	12/3/21	\$457.14	John Boksansky
392-2021	12/3/21	\$1,186.39	Joseph Colini
393-2021	12/3/21	\$295.15	Timothy H. Hegedus
394-2021	12/3/21	\$1,364.59	Randal O. Hollis
395-2021	12/3/21	\$112.83	John H. Mansfield
396-2021	12/3/21	\$1,704.82	Timothy A. Mansfield
397-2021	12/3/21	\$925.77	Glen E. Quigley
398-2021	12/3/21	\$834.86	Lorraine Sevich
399-2021	12/3/21	\$640.28	William J. Skomrock Jr.
400-2021	12/3/21	\$1,361.90	Beverly A Sustar
401-2021	12/3/21	\$659.34	Gregory J. Tropf
402-2021	12/3/21	\$1,905.97	Douglas J. Zimperman
36342	12/3/21	\$352.30	Ohio Child Support Payment
36343	12/3/21	\$35.40	Delta Dental
36344	12/3/21	\$318.38	Delta Dental
36345	12/3/21	\$174.80	Aris Company
36346	12/3/21	\$80.29	M.T. Business Technologies
36347	12/3/21	\$1,685.25	DJL Material & Supply
36348	12/3/21	\$235.44	Dominion East Ohio Gas
36349	12/3/21	\$75.64	Hartville Hardware Inc.
36350	12/3/21	\$75.09	Kimball-Midwest Inc.
36351	12/3/21	\$300.00	Patsy Keyes
36352	12/3/21	\$89.99	Spectrum Business
36353	12/3/21	\$10.00	Sunrise Springs Water Co. Inc.
36354	12/3/21	\$36.06	Turney Home and Auto
	Total Payments	\$15,177.68	

Motion to adjourn was made at 8:56 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 - Trustee	_____ Beverly Sustar – Fiscal Officer