

The regularly scheduled meeting of Newbury Township Trustees was called to order at 7:00 p.m., January 21, 2015, with Glen Quigley and Bill Skomrock, Jr. present.

Mr. Joyce was sworn in as Zoning Inspector and Ms. Hrabak was sworn in as Assistant Zoning Inspector. Mr. Zimperman was reappointed as Road Superintendent.

Mr. Joyce discussed the needs of a new computer for the zoning department, since the County has changed Access Geauga and the zoning computer no longer works with this new software. The quote was for \$1,764.00. Ms. Mansfield indicated that the permanent appropriations had not been approved yet. Mr. Skomrock motioned to accept the quote and order the equipment after permanent appropriations have been made and approved, 2<sup>nd</sup> by Mr. Quigley and a unanimous affirmative vote by all.

Mr. Quigley discussed current zoning issues with Mr. Joyce, including Green Visions and when they would stop operations.

Mr. Quigley indicated that the zoning commission is requesting a joint meeting on February 25 at 7:00 PM with the Trustees.

Ms. Mansfield presented minutes from December 30, 2014, motion to accept minutes as presented was made by Mr. Skomrock 2<sup>nd</sup> by Mr. Quigley and, a unanimous affirmative vote by all.

Mr. Fagan reported calls for the fire department for 2014 there were 661 calls, so far for January is there are 46 calls. Mr. Fagan also reported that there have been several problems with 3<sup>rd</sup> party billing, but they are working through them. They believe they should start the billing in the next few months.

Mr. Zimperman discussed the purchases for this year for the road department, including a truck and tractor.

The certified road miles for the township are 28.865 miles as reported by the Geauga County Engineers.

Mr. Quigley discussed the inside mills that were given to the school district many years ago, and it was decide to check to see if and how we would get those mills back.

Mr. Skomrock reported the 911 calls numbered 160 for December. Mr. Skomrock discussed recognition for people involved in the Brinks Truck accident and for Lillian Saunders for her civil service.

The employee handbook was reviewed and changes were suggested.

Ms. Mansfield discussed the upcoming Local Government Officials Meeting April 1 – 2, and the passage of HB10 continuing education.

Ms. Mansfield presented the December 2014 financials for approval, motion to approve as presented was made by Mr. Quigley 2<sup>nd</sup> by Mr. Skomrock and, a unanimous affirmative vote by all.

Ms. Mansfield presented three cemetery deeds for signature.

Ms. Mansfield presented Resolution 20150121-03 to allow the township under RC 9.37 and RC 507.11 to make electronic payments provided they are signed by Fiscal Officer and at least 2 Trustees. This is necessary as the State of Ohio is now requiring online state report and online payments for all liabilities, state withholding tax, workers compensation, unemployment etc. Motion to allow electronic payments was made by Mr. Skomrock, 2<sup>nd</sup> by Mr. Quigley, and a unanimous affirmative vote by all.

Ms. Mansfield presented Resolution 20150121-04 for permanent appropriations for the 2015 year as follows: Motion to accept resolution by Mr. Skomrock, 2<sup>nd</sup> by Mr. Quigley and a unanimous affirmative vote by all.

**Resolution 20150121-04**

<b>Account Number</b>	<b>Newbury Twp 2015 Permanent Appropriation Account Name</b>	<b>2015 Appropriation</b>
	<b>General Fund</b>	
1000-110-111-0000	Salaries – Trustees	\$33,954.00

1000-110-121-0000	Salary - Township Fiscal Officer	\$19,806.00
1000-110-131-0000	Salary - Administrator	\$25,000.00
	Other - Employer's Retirement Contributions	
1000-110-219-0000		\$17,000.00
1000-110-221-0000	Medical/Hospitalization	\$86,000.00
1000-110-229-0000	Other - Insurance Benefits	\$5,000.00
1000-110-230-0000	Workers' Compensation	\$5,000.00
1000-110-311-0000	Accounting and Legal Fees	\$8,000.00
1000-110-312-0000	Auditing Services	\$2,000.00
1000-110-313-0000	Uniform Accounting Network Fees	\$5,000.00
1000-110-314-0000	Tax Collection Fees	\$4,500.00
1000-110-315-0000	Election Expenses	\$6,000.00
1000-110-330-0000	Travel and Meeting Expense	\$2,500.00
1000-110-380-0000	Insurance and Bonding	\$7,000.00
1000-110-410-0000	Office Supplies	\$3,000.00
1000-110-599-0000	Other - Other Expenses	\$1,000.00
1000-110-740-0000	Machinery, Equipment and Furniture	\$7,000.00
1000-120-190-0000	Other - Salaries	\$3,000.00
	Other - Employer's Retirement Contributions	
1000-120-219-0000		\$800.00
1000-120-323-0000	Repairs and Maintenance	\$8,000.00
1000-120-350-0000	Utilities	\$15,000.00
1000-120-490-0000	Other - Supplies and Materials	\$1,500.00
1000-120-590-0000	Other Expenses	\$2,000.00
1000-120-730-0000	Improvement of Sites	\$40,000.00
	Compensation of Board and Commission Members	
1000-130-150-0000		\$4,000.00
1000-130-190-0000	Other - Salaries	\$30,000.00
	Other - Employer's Retirement Contributions	
1000-130-219-0000		\$6,000.00
1000-130-345-0000	Advertising	\$1,800.00
1000-130-490-0000	Other - Supplies and Materials	\$3,000.00
1000-130-590-0000	Other Expenses	\$5,000.00
1000-190-359-0000	Other - Utilities	\$5,000.00
1000-190-599-0000	Other - Other Expenses	\$30,000.00
1000-220-360-0000	Contracted Services	\$50,000.00
1000-310-360-0000	Contracted Services	\$25,000.00
1000-320-360-0000	Contracted Services	\$10,000.00
1000-410-190-0000	Other - Salaries	\$17,000.00
	Other - Employer's Retirement Contributions	
1000-410-219-0000		\$3,000.00
1000-410-323-0000	Repairs and Maintenance	\$6,000.00
1000-410-740-0000	Machinery, Equipment and Furniture	\$5,000.00
1000-610-590-0000	Other Expenses	\$ 10,000.00
	<b>Total General Fund:</b>	<b>\$518,860.00</b>

**MV License Tax Fund**

2011-330-360-0000	Contracted Services	\$ 40,000.00
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**Gasoline Tax Fund**

2021-330-360-0000	Contracted Services	\$ 25,000.00
2021-330-420-0000	Operating Supplies	\$ 88,000.00
2021-330-720-0000	Buildings	\$ 5,000.00
	<b>Total MV License:</b>	<b>\$ 118,000.00</b>

**Road and Bridge Fund**

2031-330-190-0000	Other - Salaries	\$ 10,000.00
	Other - Employer's Retirement Contributions	
2031-330-219-0000		\$ 6,000.00
2031-330-221-0000	Medical/Hospitalization	\$ 3,000.00
2031-330-229-0000	Other - Insurance Benefits	\$ 1,000.00
2031-330-323-0000	Repairs and Maintenance	\$ 20,000.00
2031-330-350-0000	Utilities	\$ 15,000.00
2031-330-360-0000	Contracted Services	\$ 27,000.00
2031-330-380-0000	Insurance and Bonding	\$ 11,000.00
2031-330-490-0000	Other - Supplies and Materials	\$ 180,000.00
2031-330-590-0000	Other Expenses	\$ 3,000.00
<b>2031-330-720-0000</b>	Buildings	\$ 60,000.00
2031-330-740-0000	Machinery, Equipment and Furniture	\$ 195,000.00

2031-390-314-0000	Tax Collection Fees	\$	6,000.00
	<b>Total Road and Bridge:</b>	<b>\$</b>	<b>537,000.00</b>
<b>Cemetery Fund</b>			
2041-410-190-0000	Other - Salaries		
2041-410-219-0000	Other - Employer's Retirement Contributions		
2041-410-319-0000	Other - Professional and Technical Services	\$	2,000.00
2041-410-420-0000	Operating Supplies		
2041-410-430-0000	Small Tools and Minor Equipment	\$	1,000.00
2041-410-490-0000	Other - Supplies and Materials	\$	1,000.00
2041-410-590-0000	Other Expenses	\$	2,000.00
2041-410-730-0000	Improvement of Sites	\$	5,000.00
2041-410-740-0000	Machinery, Equipment and Furniture	\$	6,000.00
	<b>Total Cemetery:</b>	<b>\$</b>	<b>17,000.00</b>
<b>Fire Fund</b>			
2111-220-230-0000	Workers' Compensation	\$	1,500.00
2111-220-360-0000	Contracted Services	\$	230,000.00
2111-220-590-0000	Other Expenses	\$	80,000.00
2111-390-314-0000	Tax Collection Fees	\$	6,500.00
	<b>Total Fire Fund:</b>	<b>\$</b>	<b>318,000.00</b>
<b>Road Levy Fund</b>			
2141-330-190-0000	Other - Salaries	\$	270,000.00
2141-330-219-0000	Other - Employer's Retirement Contributions	\$	44,000.00
2141-330-221-0000	Medical/Hospitalization	\$	65,000.00
2141-330-229-0000	Other - Insurance Benefits	\$	6,000.00
2141-330-230-0000	Workers' Compensation	\$	7,000.00
2141-330-360-0000	Contracted Services	\$	570,000.00
2141-330-590-0000	Other Expenses	\$	8,000.00
2141-330-790-0000	Other Capital Outlay/Buildings	\$	100,000.00
2141-390-314-0000	Tax Collection Fees	\$	12,000.00
	<b>Total Road Levy:</b>	<b>\$</b>	<b>1,082,000.00</b>
	<b>Total All Funds</b>		<b>\$2,630,860.00</b>

**Warrants approved by signing prior to or at this Meeting:**

Number	Date	Vendor	Amount	Status
1-2015	1/20/15	Randal O. Hollis	\$1,391.82	O
2-2015	1/20/15	Randal R. Hollis	\$1,097.64	O
3-2015	1/20/15	Michael J Joyce	\$710.54	O
4-2015	1/20/15	George Mansfield	\$1,470.51	O
5-2015	1/20/15	Timothy A. Mansfield	\$1,527.51	O
6-2015	1/20/15	Susan R Wagner	\$298.46	O
7-2015	1/20/15	Douglas J. Zimperman	\$1,627.01	O
30664	1/7/15	First Energy	\$1,702.95	O
30665	1/7/15	Waste Management of Ohio Inc.	\$15.31	O
30666	1/20/15	Ohio Public Employees Deferred Comp. Program	\$250.00	O
30667	1/21/15	DJL Material & Supply	\$70.99	O
30668	1/21/15	Preston Ford	\$32.29	O
30669	1/21/15	Western Reserve Farm Co-op	\$52.51	O
30670	1/21/15	Chagrin Oil & Gas Co. Inc.	\$1,083.05	O
30671	1/21/15	Sears Commercial One	\$30.98	O
30672	1/21/15	Arms Trucking Co., Inc.	\$5,830.00	O
30673	1/21/15	Dominion East Ohio Gas	\$619.61	O
30674	1/21/15	First Energy	\$1,422.92	O
30675	1/21/15	Sunrise Springs Water Co. Inc.	\$172.50	O
30676	1/21/15	Medical Mutual Of Ohio	\$4,800.54	O

30677	1/21/15	Newbury Auto Parts	\$197.95	O
30678	1/21/15	Turney Home and Auto	\$123.42	O
30679	1/21/15	First Energy	\$205.98	O
30680	1/21/15	Cintas Corp.	\$629.60	O

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

Number	Date	Vendor	Amount
2-2015	1/20/15	Cintas Corp.	\$629.60

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

Number	Date	Vendor	Amount
1-2015	1/2/15	various	\$8,000.00
2-2015	1/2/15	various	\$1,000.00
3-2015	1/2/15	various	\$500.00
4-2015	1/2/15	various	\$900.00
5-2015	1/2/15	various	\$1,500.00
6-2015	1/2/15	various	\$2,500.00
7-2015	1/2/15	various	\$1,500.00
8-2015	1/2/15	various	\$2,000.00
9-2015	1/2/15	various	\$9,500.00
10-2015	1/2/15	various	\$9,500.00
11-2015	1/2/15	various	\$1,500.00
12-2015	1/2/15	various	\$2,500.00
13-2015	1/2/15	various	\$50,000.00
14-2015	1/2/15	various	\$9,500.00
15-2015	1/2/15	various	\$1,500.00
16-2015	1/1/15	various	\$750.00

Ms. Hrabak discussed zoning seats that need to be replaced or filled. Mr. Quigley indicated that would be done in February.

Motion to move to Executive Session to discuss personnel was made by Mr. Skomrock second by Mr. Quigley at 8.21 PM and a unanimous affirmative vote by all

Return from Executive Session at 8:39 PM no decisions were made.

Motion to adjourn was made by Mr. Skomrock and Mr. Quigley seconded the motion to adjourn the meeting at 8:42 PM p.m. The motion passed by unanimous vote.

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Glen Quigley - Chairman

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William Skomrock, Jr.- Vice Chairman

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ABSENT  
Jan Blair

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Marcia Mansfield – Fiscal Officer