

A regular meeting of the Newbury Township Board of Trustees, was called to order on Wednesday, August 19, 2020 at 7:05 p.m., with Bill Skomrock and Greg Tropf were present at the town hall, and Glen Quigley in attendance via Zoom teleconference as allowed by Governor DeWine's revision to the Ohio Open Meetings Act.

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

Newbury Fire Chief Ken Fagan reported that there were 31 calls so far in August, and 372 calls Year to-Date.

Doug Zimperman gave an update for Road Department. The County Engineer's office has requested a list of 2021 township road projects by September 30, 2020. Projects identified in the 2021 budget with combined estimate of \$424,000 were:

- Cedar Road -Joint road project with Munson Township
- Snow Road
- Rockhaven Road
- Burton Heights
- Whitewood

Mr. Zimperman asked if funds were available for road striping this year. Fiscal officer responded that because guardrails were had not been budgeted for 2020, but were now being done, funds that had been appropriated for striping were now being used for guardrails this season. Additional appropriations will need approval by trustees at the next meeting, before a purchase order can be opened for striping and the additional guardrail projects. After discussion the amount of \$40,000 for guardrails and striping was estimated for the Gasoline Tax Fund. With a new purchase order for Lake Erie Construction for guardrails on Music Street, coming from the Permissive Vehicle Tax Fund. Both will be presented for signing, at the next meeting.

Mr. Zimperman and trustees turned discussion to Music Street. Question: Could Ohio Public Works funds be available? Mr. Zimperman said that he would go to the engineer's office to discuss. It is usually a two year process to get approval through state funding.

Mr. Quigley asked about Cedar Road. He remembered that it didn't seem that long ago that Cedar Road had been repaved. Mr. Zimperman said that only the "wear course" is failing. It was a 2000's era project. He is hoping to address the top layer next year to prolong the life of the surface.

Chatham Glen update: The base is failing in sections. Drainage pipe is visible. When road was put in place by developer, base was only clay. They need to dig out failing base, and stone base would need to be added plus a 2" overlay. Additional cost of approximately \$40,000. Fiscal officer will look at budget.

Senior Trash Pick Up will be the week after Labor Day. Scheduled for the 9th and 10th of September. Doug will order an extra trash bin and a bin for additional scrap tires.

Fiscal officer, Bev Sustar, gave a summary of the County Budget Hearing that she and Trustee Tropf attended on Monday, August 17. The 2021 Tax budget and financial worksheets were previously submitted to the Auditor's office, along with copies of the Miller/Dodson asset report, in July. Mr. Tropf met with Auditor Walder the first week of August to discuss any additional items that the Budget Commission might need. Budget review went well and the Budget Commission

members had no additional questions. The only caution given was that the carryover cash balance in the General Fund was getting low. Fiscal officer explained that funds were being aside to cover costs of investigating and acquisition of former Newbury School District Properties, dealing with unsafe structures in the township, and ongoing maintenance and repairs as outlined in the Miller Dodson report. Budget was unanimously approved.

The Estimated Certificate of Estimated Resources was signed by all Budget Commission members, and a copy was given to fiscal officer.

Ms.Sustar presented the following resolutions:

The 2020 Tax Year/2021 Collection Year Tax Rate Resolution from the Auditor's office was presented for execution.

Resolution 20200819-01 Summary of Amounts from General Property Tax:

Inside General Fund	.8 mills	Estimate of tax collection	
137,007.00			
Inside Road & Bridge	1.6 mills	Estimate of tax collection	274,015.00
Voted Road District	3.9 mills	Estimate of tax collection	656,639.00
Voted Fire Fund Levy	1.6 mills	Estimate of tax collection	263,282.00
Total millage	7.9 mills	Estimate of total collection	
1,330,943.00			

Mr. Quigley moved to approve the Rate Resolution, and Mr. Tropf seconded the motion.

Voice vote: Skomrock - yes, Quigley – yes, Tropf – yes

Resolution 20200819-02 was presented as follows:

Create Expense line 1000-290-360-0000 Public Safety/Contract Services

Create Expense line 1000-290-599-0000 Public Safety/Other Expenses

These items are being created to set aside funds and track expenses for various unsafe structures and derelict properties in the township.

Supplemental Appropriations:

1000-290-360-0000 \$30,000 (demolitions, trash hauling)

1000-290-599-0000 \$ 900 (mailings, title & legal fees)

Mr. Skomrock moved to approve the additional appropriations, and Mr. Tropf seconded the motion.

Voice vote: Skomrock - yes, Tropf – yes, Quigley – yes

Resolution 20200819-3 Supplemental appropriation for Tax collection fees:

Increase appropriation in 1000-110-314-0000 by 650.00 Tax collection fees

First half tax collection costs paid were higher than budgeted.

Mr. Skomrock moved to approve the additional appropriations, and Mr. Tropf seconded the motion.

Voice vote: Skomrock - yes, Tropf – yes, Quigley – yes

No members of Park Board were present to give updates.

Mr. Tropf said that he had spoken with the Takacs family and they had nothing specific in mind for a memorial at Oberland Park at this time.

Architectural fee for Fire Station addition estimate is \$50,000 per Chief Fagan.

Update on SuddenLink: Internet access had been down for three to four days in some areas. Mr. Tropf attempted to contact SuddenLink directly. They do not have any local offices. Nearest is in West Virginia, with corporate headquarters in Texas. He spoke with State Representative Diane Grendell's office. He sent a letter to Senator Sherrod Brown's office. He has not had a reply back yet. He was hopeful that he would have something by the next meeting.

Mr. Quigley asked if they need to revisit the cable contracts?

Mr. Quigley gave an update of the Portlew Properties:

He stated that the second mailing of letters had gone out. Any hearings will be held within 30 days of mailing. ORC will be reviewed, and special meetings will be scheduled based on date of mailings. Last batch of letters were mailed on the 19th. Must allow 20 days for residents to request hearing, but not more than 30 days.

Mr. Tropf said that the zoning department had received a complaint regarding property on View Drive. Abandoned van has been sitting for years. Owner did not accept notice of certified mail. Owner of record is Deborah Shay. First complaint was filed in December of 2019. A letter will need to be sent to the prosecutor to find out what steps the township is allowed to take to remove abandoned vehicles on private property.

Mr. Tropf also wanted to move to executive session to discuss wages. With time being short and the agenda full, Chairman Skomrock suggested have a special meeting on Monday, August 24th, for that purpose. He will advertise.

Mr. Quigley asked the Road Superintendent about the paper recycling bins. They must be moved, before the concrete pad can be poured. Mr. Zimperman said the road department can move them if the company does not pick them up. The issue of drainage between the building currently used by the American Legion and the Road Department access drive, which is used for recycling was discussed. Mr. Quigley asked if it should be done before or after the concrete pad is poured. Mr. Zimperman asked how big the pad was going to be and exactly where it would be. Given the size that is being planned, a yard drain and catch basin will need to be installed before the pad can go forward.

A small cash donation was received. Mr. Quigley stated that a court order is needed to accept a cash donation. Fiscal officer will look into the process.

Tammee Tucker, from I-Stem, wished to speak. She is requesting permission for a pick up/drop off location for I-Stem students in Newbury. Previously had been permitted to use Newbury School as central location. Transportation will be provided by Precious Cargo. Discussion of various properties. Old Fire Station suggested as it has sufficient area to pull in, turn around, and drop off students. Before using the property a Hold Harmless agreement must be signed, and proof

of insurance with Newbury Township listed as additional insured must be submitted.

Mr. Skomrock sent the trustees the report from the Chagrin River Watershed Partners regarding soil erosion at the Munn Cemetery. Recommendations include a NO MOW zone, and planting of native shrubs with woody stems. Roots would run deeper than grasses and stabilize soil along banks of creek. Any plans for hardscaping to mitigate erosion, must be submitted and approved by the Army Corps of Engineers. They can give advice on required permitting.

Mr. Skomrock brought to the table a request, that was received by the Zoning Inspector, for renting Camp Ho Mita Koda, Since the COVID issue had kept the camp closed during the summer, it has remained vacant. The request is from Chagrin Valley School. It is a small homeschool resource center based on directed learning and "learning through living". They are leasing the Ho Mita Koda during the camp's off season, August 31st thru May 31st. The children are 5 - 18 years old, around 30 total.

Mr. Skomrock posed that it was better to have the property rented and occupied, than to leave it vacant. He opined that there would be less chance of it being vandalized if it were occupied. Other trustees agreed that it would be in keeping with township zoning. The request was approved.

Mr. Skomrock stated that open positions on the BZA board should be filled. Openings will be posted.

Maggie Evans gave a status update on the Newbury School Property Task Force:

Mr. Gifford had prepared a budget template/financial analysis. To identify operating and maintenance costs versus revenue streams.

The group had discussed what portions would be rented, and how to isolate costs.

What costs would be incurred by use of a property management company, and what responsibilities would be retained by the township?

The Task Force generated a list of questions to be answered by the West Geauga Board. Items needed further investigating were deed restrictions, what would be the legal expenses involved. What is West Geauga's master plan. Maggie asked about the township's 2020 Vision Plan. How would the property fit into that. Are they reinventing the wheel.

Mr. Quigley stated that he has a copy and that he would provide it to the Task Force members.

They expressed interest in using Mr. Dave Dietrich for his planning expertise. Mr. Skomrock said that the trustees had already approved his services and he would be paid by the township. A question was raised as to whether a title search has been done on the property. Mr. Quigley said that Mr. Dietrich has already prepared 8-10 maps that he believes are very interesting and might be helpful to both the township and the task force.

Diane Ryder, in attendance via ZOOM, asked to comment. She believes that the asbestos issue in the old high school building had been mostly mitigated back in the late 1980's . She was on the School Board in the early 1990's along with Dave Gifford and Larry Bennet. If memory serves her correctly, she remembers discussing the large expense for asbestos removal. With the exception of ceiling tiles by the gymnasium, she believes that all of the other asbestos had been taken care of thirty years ago. That could be important information to track down. Maggie said she would look into that and thanked Diane for that information.

Glen Quigley turned the discussion back to the benches for Veterans' Park. The materials are in. And benches are ready to be made.

He advised that a portable toilet had been installed at Oberland Park. It was noted that the unit that was installed was not ADA compliant. An opinion was put forward that if the township was going to place a unit in a public park, it should be compliant for all persons using the park. The cost differential was discussed. Cost for standard unit is \$75 per month, versus \$150 per month for ADA compliant unit. Given this is a shortened season and that the township is only pacing one unit, the cost difference is minimal. It was agreed to replace the standard unit for an ADA compliant one.

Final business is the drive at Oberland Park. Mr. Quigley asked Mr. Zimperman about laying down brine to help with the dust. Mr. Zimperman stated that it would help, but because it is water based, as soon as it rains, the material would wash away. Mr. Quigley asked Mr. Zimperman to price out material.

Payments approved prior to or at this meeting:

201-2020	8/7/20	\$225.00	Ohio Public Employees Deferred Comp.	O
202-2020	8/12/20	\$6,518.75	Ohio Public Employees Retirement Sys	O
203-2020	8/12/20	\$511.97	Treasurer of State	O
204-2020	8/12/20	\$2,640.93	IRS TAX PYMT	O
34748	8/17/20	\$1,391.60	Cintas Corp.	O
34749	8/17/20	\$425.98	First Energy	O
34750	8/17/20	\$334.28	First Energy	O
34751	8/17/20	\$1,091.12	First Energy	O
34752	8/17/20	\$1,779.10	Chagrin Oil & Gas Co. Inc.	O
34753	8/17/20	\$60.08	Cleveland Plumbing Supply Co.	O
34754	8/17/20	\$75.00	Newbury Technologies	O
34755	8/17/20	\$6,000.00	Southeastern Equipment Co. Inc.	O
34756	8/17/20	\$9.00	Sunrise Springs Water Co. Inc.	O
34757	8/17/20	\$114.84	Dominion East Ohio Gas	O
34758	8/17/20	\$34.32	Turney Home and Auto	O
34759	8/17/20	\$8,840.20	The Penn Ohio Corporation	O
34760	8/17/20	\$16.00	William Skomrock, Jr.	O
34761	8/17/20	\$45.00	Geauga County Maple Leaf	O
34762	8/17/20	\$165.00	Portman Electric, Inc.	O
34763	8/17/20	\$13.35	Waste Management of Ohio Inc.	O
34764	8/17/20	\$23,000.00	OTARMA	O
34769	8/19/20	\$2,250.00	Veneer Tree Service	O
	Total			
	Payments	\$55,541.52		

Mr. Quigley made a motion to adjourn the meeting. Mr. Skomrock seconded, with a unanimous affirmative vote

Meeting adjourned at 8:48 p.m.

William Skomrock, Jr. - Chairman

Glen Quigley - Vice Chairman

Greg Tropf

Beverly Sustar – Fiscal Officer