

A regular meeting of the Newbury Township Board of Trustees, was called to order on Wednesday, June 10, 2020 at 7:01 p.m. Meeting was facilitated ZOOM with Dione DeMiro, of Burges & Burges, acting as moderator. Chairman Bill Skomrock, and trustee Glen Quigley logged on. Trustee Greg Trof and Fiscal officer Beverly Sustar, also attended via Zoom from town hall. With attendees Ken Fagan and Doug Zimperman. Also in attendance via ZOOM were Kimya Matthews and Maggie Zock, both with the Newbury School Board. Karen Penler, Treasurer of West Geauga School District was also logged in.

Newbury Fire Chief Ken Fagan reported that there were 40 calls in May, 17 calls month to date in June and 245 calls Year to-Date. Although calls were down for March, April, and May, they are beginning to pick up. Chief Fagan noted that they had some unusual calls that may have been related to COVID-19, but he believes that social distancing is working.

Mr. Skomrock concurred. Sheriff calls for May were only 188. Those numbers are also down.

Fiscal officer, Bev Sustar, asked for the minutes sent previously to each trustee, be approved:

The minutes from the March 4, 2020 meeting. Motion by Glen Quigley, seconded by Greg Trof to approve the minutes as presented. Voice vote: Skomrock - yes, Trof – yes, Quigley – yes

The minutes from the April 15, 2020 meeting. Motion by Glen Quigley, seconded by Greg Trof to approve the minutes as presented. Voice vote: Skomrock - yes, Trof – yes, Quigley – yes

The minutes from the May 6, 2020 meeting. Motion by Glen Quigley, seconded by Greg Trof to approve the minutes as presented. Voice vote: Skomrock - yes, Trof – yes, Quigley – yes

Fiscal officer Sustar emailed the Bank Reconciliation and the supporting reports to the trustees before the meeting. She summarized the May Bank Reconciliation and supporting financial reports.

Receipts for May:	\$125,241.75
Payments	\$ 42,724.41
Checking and investment balances totaled \$1,830,896.46, effective May 31, 2020	

Mr. Skomrock moved to approve the financials as presented. Mr. Trof seconded the motion. Voice vote: Quigley - yes, Trof – yes, Skomrock – yes

Ms. Sustar presented the following resolutions:

Resolution 20200610-01

Supplemental appropriations: 1000-610-590-0000 in the additional amount of \$5,000.00

1000-110-330-0000 in the additional amount of \$500.00

Mr. Quigley moved to approve the supplemental appropriations, and Mr. Skomrock seconded the motion.

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

Resolution 20200610-02

To create a new Fund for Receipt of Federal Funds for the Coronavirus Relief Grant.

Mr. Quigley moved to approve the resolution, and Mr. Trof seconded the motion.

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

Resolution 20200610-03

This resolution is required to be filed with Auditor's office, in order to be eligible to receive CARES Act Federal Funds. Resolution affirms that the township will use Coronavirus Relief funds only for the purpose of offsetting expenses directly related to the COVID-19 Pandemic.

Mr. Quigley moved to approve the resolution, and Mr. Trof seconded the motion.

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

Mr. Zimperman said that he has been working on a rough 5 year plan for the Road Department. He has not had a pre-construction meeting with the Engineer's office yet for the summer paving. Will probably be in July. They will be doing the Senior clean up sometime after Labor Day. Suggesting September 8,9 & 10. Department on Aging will provide ad volunteer and schedule with residents over 60. No yard waste will be accepted.

The annual Township Cleanup Day was very busy. He would like to pay the workers \$180.00 for the day. Workers have been paid \$150 for the day for many years. Mr. Zimperman believes the increase is overdue. There was unanimous agreement that the increased amount was fair

Mr. Skomrock moved to increase the day payment to the additional workers to \$180.00, with Mr. Trof seconding the motion.

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

Mr. Trof requested that the trustees schedule a special meeting as a 2021 Budget Work Session. Trustees agreed to meet June 15<sup>th</sup> at 6:00 in the town hall. That would allow the proposed budget to be advertised and available for public inspection for two weeks, as required by Ohio Revised Code. Next Regular Township meeting will be on July 8<sup>th</sup>, and the budget can be formally approved at that time.

Mr. Trof discussed purchasing Security Cameras for the parks. Off-road vehicles have been destroying the fields and soccer fields at Oberland Park. Mr. Trof indicated that he contacted a local tech company and they gave him a price per camera of 175.00 plus an additional \$500 for a Recording Unit. Trustees discussed cost and decided the township should invest in two or three Trail Cams to be installed by the road department. The cost would be about the same per camera, but would save the cost of the recording unit, and the township would retain the equipment for future use.

Mr. Trof also wanted to thank the road department for their hard work on the Community Clean up. It was a log day.

Mr. Quigley wanted to stress he talked to the department of health and the same still applies. Not more than ten people in building, and six feet social distancing. Workers in the Town Hall are required to wear masks, and it is recommended that visitors wear masks. Antibacterial soap and masks are available in the back of the building. Mr. Skomrock said that he is getting calls from groups wanting to use the town hall, still not allowed per Ohio Department of Health guidelines.

Mr. Skomrock would like to bring back the part time employees to their regular hours. The admin secretary has not cut back her hours. He would like to get the Zoning secretary back to work. Mr. Trof said he would work on getting space upstairs ready for her to use. They would have to move somethings and get her internet and network access.

Mr. Skomrock would also like to get back to meetings twice per month. The township has a lot on its plate. Beginning in July, meetings will be held July 8<sup>th</sup> and July 22<sup>nd</sup>. Hopefully back to regular schedule by August.

Mr. Trof moved to approve the contract with John Suvak, Scapabilites for spring cleanup and restoration of beds at town hall, I the amount of \$4,575.00. Mr. Quigley seconded the motion.

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

Mr. Skomrock presented Resolution 20200610-04 to dissolve the Newbury Joint Recreation Board effective June 30, 2020. With the imminent transfer of Newbury Local School District to West Geauga Local School District, there is no longer a joint venture.

Mr. Quigley moved to approve the resolution. Mr. Trof seconded the motion.

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

Discussion turned to remaining assets of the Rec Board. Kimya Matthews, President of the Newbury School Board, provided information. Since the Joint Recreation Board was originally created as a 501-3c organization, the assets must be used for the original purpose.

Mr. Tropf said that they should take down the Newbury Joint Recreation Board signage, so it would not misdirect residents. The township has not received a detailed inventory list. The list they received several months ago was vague. May need to retain an attorney to resolve ongoing issues and get the final accounting of Joint Rec Board checking account.

Mr. Skomrock asked that the trustees discuss hiring Burges and Burges to facilitator regarding School Properties. Dione Dimitro has been working with the Newbury School District and he believes that she has the expertise needed to gather information on what individuals and organizations may have interest in the properties. She can help put a plan together.

Mr. Quigley moved to hire Burges and Burges, for an amount not to exceed \$3,000. Mr. Tropf opposed the idea. He believes that in order to gauge the communities interest in the property, the township should first send out a mailer to all residents, specifically asking if they are willing to pay for the cost of acquisition and maintenance of those properties. He believes that the township should assess what work needs to be done to the properties immediately. What the trustees need to know is the cost for new roof, windows and new well.

Mr. Quigley said the Township needs guidance. He wants to use Burges & Burges because of their institutional experience and their track record.

Mr. Skomrock believes the township needs to take the first step. Mr. Skomrock seconded the motion.

Voice vote: Quigley - yes, Mr. Tropf voted no. Skomrock – yes. Motion passed.

Mr. Skomrock asked what the next step will be. She can gather a list of entities that are potentially interested in using the properties. So first step would be a planning session, who are the key partners. Determine if they want to use, lease or rent. Second step would be a tool to survey the community. That can be online or a by mail survey.

Maggie Zock stated that Dr. Beers is wrapping up communications, and will send to the Township. West Geauga is looking for a formal level of interest from the township. Within 12 months, West Geauga wants to have a final intention from the township.

Ms. Penler said the school district has had discussions regarding the facilities. As long as they do not experience an economic downturn, they do not expect to place an operating levy on the ballot in the next two or three years.

Mr. Quigley asked what formal process does West Geauga look for, from Newbury Township?

Ms. Penler stated the school board wants an indication of interest in pursuing investigation of property. A plan of what the township is trying to do. and a formal letter of intent- more of a legal document that would bind West Geauga from negotiating with other entities. Which parcels would Newbury Township be interested in?

Mr. Quigley said he was interested I all the parcels.

Ms. Penler stated that the (West Geauga School) board wants to work with the township in the best interest of the community.

Ms. Matthews stated that the YMCA has had two tours of the property and a soccer league has expressed interest in the football field.

Ms. Penler said the board would like a letter of interest from the township, with plans/proposal by September.

Mr. Quigley felt it would be an easy decision, once every was at the table.

Ms. Penler reminded those in attendance there may be demolition costs. The property is 40 acres. They want to get this right.

Ms. Matthews said she was contacted by the adult softball league. They want to use the fields this year. Ms. Penler gave outline of process to obtain permit for use, after June 30 merger.

Mr. Tropf asked who is willing to pay for what and what are they bringing to the table

Ms. Sustar asked what part of the school building is the YMCA interested in.

Mr. Skomrock said he had heard interest from Fairmount Center and Geauga Theater. That is why they need Burges & Burges, to help gather information.

Ms. Matthews has been and will continue to direct contacts to the Township. The Township needs Burges & Burges to flesh out the conversation. Burges & Burges also worked on the Newbury/Berkshire merger. And although the merger wasn't completed, they gained a lot of knowledge about the community.

Ms. DeMistro stated that will a September deadline, it would be a sprint to get it done.

Mr. Quigley asked Ms. DeMistro to reach out to the interested parties. Now is the time to think big.

Ms. DeMistro has a list from the recent brainstorming, she will send that tot the trustees. Next piece is to determine what questions the trustees have, and schedule a meeting with both sides.

Mr. Quigley offered to compose the letter of interest, but asked Ms. Matthews and Ms. Zock for their input.

The portion of the School Property meeting ended.

Mr. Quigley had more so say before adjourning the meeting.

Mr. Quigley wanted everyone to know that The Geauga Trumbull Solid Waste District had award Newbury Township two grants. The first grant for \$10,000 for improvement to the recycling site. The second grant for \$2,500 for benches to the Veteran's Park.

There was no new information on the Portlew properties. Mr. Quigley expressed his negative opinion of the current Township Zoning Commission. He stated that they had not met in two years.

Mr. Quigley moved to hire Dave Dietrich, at a rate of \$25/hour not to exceed \$2,500 in total, to help develop zoning changes with regard to the soon to be abandoned school properties. Mr. Dietrich is retired from the Geauga County Planning Department. Mr. Quigley felt he alone had the institutional knowledge to decide how the school property should be re-zoned.

When asked why the township could not ask the County Planned Commission for their help instead of hiring someone, Mr. Quigley expressed that he was not confident in their ability to do the work.

Mr. Skomrock seconded the motion.

Voice vote: Quigley - yes, Mr. Tropf voted no. Skomrock – yes. Motion passed

**Purchase orders approved Prior to or at this meeting**

49-2020	6/3/20	1000-320-360-0000	Clean Up Day Costs	\$17,000.00
50-2020	6/10/20	1000-110-330-0000	Travel/Meeting/Training	\$480.00

**Warrants approved prior to this meeting:**

109-2020	5/14/20	\$487.90	Treasurer of State	C
110-2020	5/14/20	\$2,382.44	IRS TAX PYMT	C
111-2020	5/14/20	\$5,703.00	Ohio Public Employees Retirement System	C
135-2020	5/18/20	\$102.73	Middlefield Banking Company	C
34602	5/18/20	\$1,067.97	First Energy	C
34603	5/18/20	\$1,421.64	First Energy	C
34604	5/18/20	\$1,150.00	Lawn Matters Ltd.	C
34605	5/18/20	\$67.30	Newbury Printing Co.	O
34606	5/18/20	\$150.00	Newbury Technologies	O
34607	5/18/20	\$513.00	Charles E. Harris & Assoc. Inc.	C
34608	5/18/20	\$406.53	Star2Star Communications LLC	C
34609	5/18/20	\$662.27	Kimball-Midwest Inc.	C
34610	5/18/20	\$65.50	Sidley Inc.	C
34611	5/18/20	\$1,126.80	Chagrin Oil & Gas Co. Inc.	C
34612	5/18/20	\$1,091.05	County Wide Welding, LLC	C
34613	5/18/20	\$45.50	Acquire Fire Protection, Inc.	O
34614	5/18/20	\$65.80	Sagamore Companies	C
34615	5/18/20	\$13.35	Waste Management of Ohio Inc.	C
34616	5/18/20	\$0.90	Turney Home and Auto	C
34617	5/18/20	\$647.98	Beverly Sustar	C
34618	5/18/20	\$417.00	Jodie Swartwout - v	C
34619	5/18/20	\$44.26	MT Business Technologies INc.	O
34620	5/18/20	\$96.06	Spectrum Business	C
34621	5/18/20	\$185.60	First Energy	C
34623	5/18/20	\$406.93	Ohio Child Support Payment Central	C
112-2020	5/20/20	\$511.88	John Boksansky	C
113-2020	5/20/20	\$820.52	Joseph Colini	C
114-2020	5/20/20	\$1,253.41	Randal O. Hollis	C
115-2020	5/20/20	\$966.13	John H. Mansfield	C
116-2020	5/20/20	\$1,330.28	Timothy A. Mansfield	C
117-2020	5/20/20	\$418.33	Jodie K. Swartwout	C
118-2020	5/20/20	\$1,466.68	Douglas J. Zimperman	C
34622	5/20/20	\$406.93	Ohio Child Support Payment Central	C
120-2020	5/22/20	\$195.00	Ohio Public Employees Deferred Comp.	C
34624	6/3/20	\$591.06	Medical Mutual Of Ohio	O
34625	6/3/20	\$5,760.49	Medical Mutual Of Ohio	O
34626	6/3/20	\$200.00	Geauga County Township Association	O
34627	6/3/20	\$650.00	Patsy Keyes	O
34628	6/3/20	\$834.96	Cintas Corp.	O
34629	6/3/20	\$91.89	Airgas USA, LLC	O
34630	6/3/20	\$718.41	1st Ayd Corporation	O
34631	6/3/20	\$1,478.98	Chagrin Oil & Gas Co. Inc.	O
34632	6/3/20	\$4,247.54	Cleveland Plumbing Supply Co.	O
34633	6/3/20	\$65.50	Sidley Inc.	O
34634	6/3/20	\$623.65	The Flag Store, LLC	O
34635	6/3/20	\$99.99	Tractor Supply Co.	O

34636	6/3/20	\$49.10	MT Business Technologies INC.	O
34637	6/3/20	\$350.00	DeJohn Funeral Homes & Crematory	O
34640	6/3/20	\$710.00	McGill Septic Tank Co.	O
34641	6/3/20	\$67.50	Sunrise Springs Water Co. Inc.	O
34642	6/3/20	\$69.70	Treasurer of State	O
34643	6/3/20	\$76.00	U.S. Postal Service	O
122-2020	6/5/20	\$426.25	John Boksansky	O
123-2020	6/5/20	\$753.43	Joseph Colini	O
124-2020	6/5/20	\$518.76	Timothy H. Hegedus	O
125-2020	6/5/20	\$1,137.82	Randal O. Hollis	O
126-2020	6/5/20	\$760.76	John H. Mansfield	O
127-2020	6/5/20	\$1,256.90	Timothy A. Mansfield	O
128-2020	6/5/20	\$910.03	Glen E. Quigley	O
129-2020	6/5/20	\$725.91	William J. Skomrock Jr.	O
130-2020	6/5/20	\$1,337.37	Beverly A Sustar	O
131-2020	6/5/20	\$670.89	Gregory J. Tropsf	O
132-2020	6/5/20	\$1,457.99	Douglas J. Zimperman	O

134-2020	6/5/20	\$225.00	Ohio Public Employees Deferred Comp	O
34638	6/5/20	216.30	Jodie K. Swartwout	O
34639	6/5/20	406.93	Ohio Child Support Payment Central	O

**Total Payments            \$53,173.78**

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

Meeting adjourned at 858 p.m.

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