

A regular meeting of the Newbury Township Board of Trustees, was called to order on Wednesday, October 7, 2020 at 7:00 p.m., with Bill Skomrock and Greg Trops present at the town hall. Meeting was also available via Zoom. Mr. Quigley Glen attended via Zoom teleconference as allowed by Governor DeWine's revision to the Ohio Open Meetings Act.

Mr. Skomrock advised those in attendance that per Ohio Department of Health guidelines, in person attendance would be limited to 10 persons in the town hall. He then opened the meeting with the Pledge of Allegiance.

Chief Ken Fagan, from the Newbury Volunteer Fire Department, was in attendance. He stated that there were 43 calls in the month of September, 13 calls so far in October and 448 calls year to date.

He asked the Trustees for a formal motion to place an advertisement for Construction Manager Services in order to further explore costs and process for proposed addition to Fire Station. Mr. Fagan submitted a flash drive with proposed floor layouts and site plan for addition.

Mr. Skomrock moved to place a legal ad in a paper of general circulation. Mr. Trops seconded the motion. Motion was unanimously approved.

Fiscal officer will contact the Geauga Maple Leaf to run ad in two consecutive editions as soon as possible. Information packet will be available from Chief Fagan and contact information will be included in ad. Deadline for receipt of proposals is November 16, 2020. Proposals will be opened at the first trustees meeting following the deadline. Trustees plan to make selection by end of November or first of December 2020.

Fiscal Officer presented Bank Reconciliation and Financial Reports for September.

Deposits for September:	157,282.73
Payments in September:	523,366.94
Balance in primary checking:	443,385.23 + Star Ohio Investment 1,514,649.61
Total balance 9/30/2020:	1,958,034.84

CARES ACT funding deadline has been extended. Trustees need to decide how they wish to use remaining funds, or whether to return. Suggestions for donating consumable PPE's and cleaners to all schools serving Newbury Township students, based on number of students each school educates. Also donating consumable cleaning supplies to Precious Cargo, as a local company, they transport local students and other residents.

Health Insurance renewal is pending. Burnham & Flower asked for health history from employees. Online form portal for completing survey. They request replies so they can shop better plans for next year.

Minutes from August 24th, September 2nd, and September 16th were presented for trustee approval. Mr. Skomrock moved to approve the minutes as presented. Mr. Trops seconded the motion:

Voice vote: Skomrock - yes, Trops -yes, Quigley- yes.

Road Supervisor Doug Zimmerman was present to give road updates. 2021 road project for Snow Road will be joint with Burton Township. Engineer's office suggested that it will be easiest to sign a MOU with Burton Township for their portion of the project. Doug will check with Engineer's office on who should write the Memorandum of Understanding.

Mr. Zimperman also submitted pricing for LED upgrade to both Road buildings. Quote included expected return on investment of 3.5 years for main garage and 4.5 years for front garage and office. Cost estimated for both is \$17,000.

With winter approaching, Doug also would like to hire a part time road worker. Previous part time applicant, was a teacher who has gone back to work. New applicant is Thomas Csepi, a college student, who previously worked for the Engineer's office. If both reports are good, approval was given to hire.

The maximum headstone dimension issue was addressed. Currently the maximum width is 32". Monument company has stated that common stone width is 36", so all stones have to be cut down from standard stone. Purchasers are charged for the full stone width. When asked if changing the maximum width would present a problem in maintaining the cemetery grounds, Mr. Zimperman said that it would not. Trustees agreed to the increase headstone size. Mr. Tropf will draft changes to cemetery policy.

Trustee GregTropf said the PUCO had accepted the complaint against Suddenlink. We will have to wait to see efforts have positive results.

Mr. Tropf reported that Milano Monuments had completed all the scheduled restoration work contracted for this year. They have been professional and on time and have provided reports on their progress as work was completed. Greg would like Milano to work on Morton Cemetery next year. A quote will be requested.

CARES ACT follow up:

Chairman Bill Skomrock asked if a personal computer could be purchased, along with blue tooth speakers and microphone, to assist with teleconferencing. Fiscal Officer indicated that any equipment needed to hold virtual meetings would qualify for CARES ACT grant fund expenditure. Mr. Skomrock asked about a projector, so slides could be shown during the meetings. That equipment would also qualify for the purpose of facilitating social distancing.

The Board of Zoning appeals would like to be added to the Trustees Zoom account. Mr.Skomrock stated that Newbury Technologies would set up second account or add secondary user. They would provide training to Bill and Lorraine Sevich, zoning secretary.

Road Supervisor asked if a tablet can be purchased with grant money, in order to attend virtual meetings, such as Safety Council meetings. Fiscal officer agreed that would comply with grant guidelines.

Mr. Skomrock gave the sheriff's report for September. There were 186 calls. This is about average for before pandemic.

Portlew update:

Mr. Quigley would like to place an ad in the paper for demolition of structure at 11716 Portlew.

Mr. Skomrock moved to proceed with the order to remove the structure at 11716 Portlew Road, as it is been deemed as unsafe, unsecure and uninhabitable by the Geauga Public Health Department. Mr. Tropf seconded the motion
Voice vote: Skomrock - yes, Tropf -yes, Quigley- yes.

Mr. Quigley asked the fiscal officer if she had kept track of the expenses related to the Portlew Property. She indicated that she had the postage and time costs for the trustees administrative assistance to prepare and mail certified letters to parties of interest. Mr. Quigley asked about Title exam charges. Fiscal officer did not have any information that a title company had billed the township. She will research.

Trustees will prepare formal resolution for next meeting.

Geauga Trumbull Solid Waste District \$10,000 recycling grant:

Two quotes were provided by Miller Brothers Concrete. One quote included sidewalk and drainage, along with the concrete pad for the recycling drop off site. Quote was \$11,372. Trustees discussed going forward with higher quote for improvement of the area, since additional work was at minimal cost. Mr. Quigley asked for new signage be purchased from Designs by Diana, at a cost of \$2,500. Trustees decided that new signage would be put on hold until final expense figures from the recycling site improvement were paid, and the grant funds from GTSWD were received.

Mr. Skomrock moved to open purchase order in the amount of \$11,400 to Miller Brothers Concrete for the drain, sidewalk and pad at the recycling site.

Mr. Tropf seconded motion.

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

Carole Drabek presented check to Trustees in the amount of \$799.56. This represents the balance of funds given to the Bicentennial Committee for the ongoing community car show. Due to the social distancing restrictions imposed by the coronavirus pandemic, the car show did not take place. She asked on behalf of the committee that the fund sbe reserved for the future enjoyment of the community.

Halloween will take place this year on Saturday, October 31st from 6:00 to 8:00. The community is asked to take recommended precautions while Trick or Treating. Ken Fagan was asked if the Newbury Volunteer Fire Department would be having activities. Mr. Fagan stated that they would not have anything at the station, but they intend to hand out candy in Kiwanis Lake Community and in Kimberly Estates. Mr. Skomrock said they would post date and times on township website with link to CDC or Health Department for best practices.

Update on Newbury Task Force:

Task force reports having trouble communicating with West Geauga Board of Education. Requests for information have not been returned. Carole Drabek said that members of the Task Force had visited both Munson's and Huntsburg's community buildings. She felt that Huntsburg's building was most similar to Newbury. It had also previously been a school building.

Michelle Saunders, the fiscal officer for Huntsburg Township, gave them a tour of their building. Mrs. Saunders said that restoration had been done mostly with money from various grants. Unfortunately, they had encountered a roof repair costing \$300,000 shortly after taking possession. Huntsburg's rentals are self funding and the gym is rented hourly, six days per week. Mrs. Saunders acts as the property manager and schedules rental of gym space.

Jim Dixon, an experienced project construction manager, will meet with task force members and tour the Newbury School buildings to give an assessment of what upgrades would be required to bring the existing buildings up to code.

Mr. Gifford spoke about the Wetlands area of the property. In 1990 the Army Corps of Engineers designated the Southeast corner of the school property a wetlands. The school used the area as a science lab. If there were interest in developing that area, the interested party would have to go back through the Army Corps for approval.

Dave Lair will go to Geauga County Water Resources to pin down the water and sewer capacity reserved for the school property.

Final Road Department update:

Dave Novak asked for ditch on Westfield Drive to be re-built and extended. The pipe is in. He applied for and received all approvals from Zoning and County. He will build catch basin to minimize erosion from water coming down hill. Mr. Zimperman said Mr. Novak did all the research and is doing all the right things.

Payments approved prior to or at this meeting:

239-2020	9/21/20	\$474.26	John Boksansky	C
240-2020	9/21/20	\$882.42	Joseph Colini	C
241-2020	9/21/20	\$352.32	Timothy H. Hegedus	C
242-2020	9/21/20	\$1,261.73	Randal O. Hollis	C
243-2020	9/21/20	\$905.72	John H. Mansfield	C
244-2020	9/21/20	\$1,338.76	Timothy A. Mansfield	C
245-2020	9/21/20	\$780.54	Lorraine Sevich	C
246-2020	9/21/20	\$1,485.42	Douglas J. Zimperman	C
248-2020	9/23/20	\$225.00	Ohio Public Employees Deferred Comp	C
249-2020	9/22/20	\$26.79	Medical Mutual Of Ohio	C
250-2020	9/25/20	\$84.12	Medical Mutual Of Ohio	C
252-2020	10/5/20	\$486.57	John Boksansky	O
253-2020	10/5/20	\$941.15	Joseph Colini	O
254-2020	10/5/20	\$516.16	Timothy H. Hegedus	O
255-2020	10/5/20	\$1,324.54	Randal O. Hollis	O
256-2020	10/5/20	\$1,096.70	John H. Mansfield	O
257-2020	10/5/20	\$26.54	John H. Mansfield	O
258-2020	10/5/20	\$1,413.88	Timothy A. Mansfield	O
259-2020	10/5/20	\$910.03	Glen E. Quigley	O
260-2020	10/5/20	\$820.21	Lorraine Sevich	O
261-2020	10/5/20	\$725.91	William J. Skomrock Jr.	O
262-2020	10/5/20	\$1,337.37	Beverly A Sustar	O

263-2020	10/5/20	\$670.89	Gregory J. Trof	O
264-2020	10/5/20	\$1,964.04	Douglas J. Zimperman	O
266-2020	10/7/20	\$225.00	Ohio Public Employees Deferred Comp.	O
270-2020	10/7/20	\$11.37	Medical Mutual Of Ohio	O
34819	9/21/20	\$409.52	Jodie K. Swartwout	C
34820	9/21/20	\$352.30	Ohio Child Support	C
34821	9/21/20	\$591.06	Medical Mutual Of Ohio	C
34822	9/21/20	\$5,327.46	Medical Mutual Of Ohio	C
34824	9/22/20	\$463.08	First Energy	C
34825	9/22/20	\$9.23	Fisher Auto Parts	C
34826	9/22/20	\$412.59	1st Ayd Corporation	O
34827	9/22/20	\$25.80	Auburn Pipe & Plumbing Supply	C
34828	9/22/20	\$99.45	Marshall Power Equipment	O
34829	9/22/20	\$152.85	Haueter's Lawn & Sport Center	O
34830	9/22/20	\$246.18	CCP Industries, Inc.	C
34831	9/22/20	\$1,113.28	Cintas Corp.	C
34832	9/22/20	\$630.63	Cuyahoga Asphalt Materials	C
34833	9/22/20	\$89.99	Spectrum Business	C
34834	9/22/20	\$191.44	Aris Company	O
34835	9/22/20	\$1,150.00	Lawn Matters Ltd.	C
34836	9/22/20	\$408.91	Star2Star Communications LLC	C
34837	9/22/20	\$347,886.10	Chagrin Valley Paving	C
34838	9/30/20	\$35.39	Delta Dental	O
34839	9/30/20	\$318.39	Delta Dental	O
34840	9/30/20	\$80,000.00	Newbury Volunteer Fire Department	O
34841	9/30/20	\$55.00	Beverly Sustar	O
34842	9/30/20	\$110.00	Rinker Materials	O
34843	9/30/20	\$51.30	Geauga County Maple Leaf	O
34844	9/30/20	\$375.00	Patsy Keyes	O
34845	9/30/20	\$14.83	Cleveland Plumbing Supply Co.	O
34846	9/30/20	\$39.92	Turney Home and Auto	O
34847	9/30/20	\$1,978.00	Nature's Own Source, LLC	O
34848	9/30/20	\$150.00	Cassidy Web Creations	O
34849	9/30/20	\$115.09	MT Business Technologies INc.	O
34850	10/5/20	\$488.78	Jodie K. Swartwout	O
34851	10/5/20	\$352.30	Ohio Child Support	O
34852	10/7/20	\$79.99	Geauga Feed & Grain Supply	O
34853	10/7/20	\$845.53	Kimball-Midwest Inc.	O
34854	10/7/20	\$1,115.43	First Energy	O
34855	10/7/20	\$69.00	The News Herald	O
34856	10/7/20	\$36.55	Hartville Hardware Inc.	O
34857	10/7/20	\$13.33	Waste Management of Ohio Inc.	O
34858	10/7/20	\$127.97	Sunrise Springs Water Co. Inc.	O
34859	10/7/20	\$58.80	Dominion East Ohio Gas	O
34860	10/7/20	\$76.45	Dominion East Ohio Gas	O
34861	10/7/20	\$10.35	Lorraine Sevich-v	O
34862	10/7/20	\$17.82	Jodie Swartwout - v	O
34863	10/7/20	\$903.10	Business Card	O
34864	10/7/20	\$80.00	Green Vision Material	O
34865	10/7/20	\$12,621.15	Newbury Volunteer Fire Department	O

Total Payments 479,986.78

Purchase orders approved at this meeting:

85-2020 10/7/20 various \$5,000.00 2111-220-590-0000

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

Meeting adjourned at 8:56 p.m.

William Skomrock, Jr. - Chairman Glen Quigley - Vice Chairman

Greg Tropf Beverly Sustar – Fiscal Officer