

A regular meeting of the Newbury Township Board of Trustees, was called to order on Wednesday, October 21, 2020 at 7:03 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.

Chairman Skomrock opened the meeting with the Pledge of Allegiance.

At the October 7th meeting the trustees approved purchasing equipment for Virtual meetings. Newbury Technologies suggested that instead of purchasing a computer, speakers and microphone, a large flat screen TV with a small computer so that anyone attending in person could also see the virtual meeting screen would be a better solution. That option would also benefit zoning as well, as they could display maps and slides on the large screen during their meetings. Since the funds are coming from the CARES Act grant and there would be little to no cost difference, it was agreed to go with the flat screen TV option.

Mr. Skomrock also suggested that Mr. Zimperman, the road superintendent, look into purchasing a tablet through Verizon, since the table can be used on the road, even without wireless internet access.

Mr. Zimperman gave the update on the LED light conversion for the Road Department buildings. Mr. Quigley spoke with Shiffler Lighting Solutions and was satisfied that the proposed fixtures are currently the best available. The proposal was approved at the last meeting. A final contract still needs to be submitted for the trustees to sign.

Monday, the 19th, it was discovered that the water heater in the basement had failed, and water leaking from the failure had damaged items in the adjoining storage room. Doug shut off water supply and purchased a Dehumidifier and two air purifiers. He would like to look into purchasing an additional metal shelving unit to keep stored items off the floor. Although some items were placed on pallets, the wood wicked the water to the cardboard boxes.

Mr. Quigley suggested a leak detection alarm system should be looked into. Fiscal officer stated that Kinetico has a wireless system that will shut off the water supply in the event of a detected leak. Mr. Quigley will check into that. Kinetico is a local company, and it is good to support local business as much as possible.

Fiscal officer stated that she and Mr. Zimperman examined the damaged documents and found that many were past their suggested retention period and could be disposed of. Some of the other documents related to the construction of the Fire Station. These included but were not limited to blueprints, construction specifications and contracts. These documents presented a possible historical purpose and should be saved if at all possible. She contacted both the County Archives Department and the Geauga County Library for their recommendations. County Archives did not have a company that they could recommend, but said that the current method used to salvage water damaged documents is to freeze dry them. The Library was able to provide two service providers. ServPro, a local company, was contacted. They were able to pick up the documents the following morning and they will work with the township's insurer directly.

Chief Ken Fagan, from the Newbury Volunteer Fire Department, was in attendance. He stated that there were 32 calls so far in October, and 466 calls year to date.

He asked the Trustees if they had placed a legal advertisement for Construction Manager Services ye. Fiscal officer stated that the ad had been placed and ran on the 15th, and was to run again in the October 22nd edition of the Maple Leaf. Information in the ad included contact information and deadline to submit letter of interest.

Minutes of the October 7, 2020 meeting were presented for approval. . Mr. Trops moved to approve the minutes as presented. Mr. Quigley seconded the motion:
Voice vote: Skomrock - yes, Trops -yes, Quigley- yes.

Mr. Quigley forwarded a paid invoice from Stryker Medical to the fiscal officer. Ms. Sustar officer asked what the purpose of the invoice was. Mr. Quigley said that he had been trying to submit the invoice to the Ohio Office of Budget and Management. Mr. Fagan said that this is the BWC refunding grant for the cot assist equipment for the Fire Department. Proof of payment was required, in order for the Office of Budget and Management to release the grant funds. Mr. Quigley expressed his frustration that because he is not listed as an authorized contact for the township, he couldn't get anywhere with their office. Fiscal Officer Sustar stated that she is registered with OBM, and if Mr. Quigley would send her the information, she will see what she can do to get the invoice submitted for payment. She will need the information on the grant.

CARES ACT funding deadline has been extended. All funds that are intended to be used must be encumbered by November 20th. Any funds not encumbered, must be returned to the Auditor's office. Trustees decided to donate consumable PPE's and cleaners to all schools serving Newbury Township students. After contacting schools, it was determined that there are 358 students being educated at various schools. The trustees agreed that donating up to \$50 per student in PPE, cleaning and disinfecting supplies seemed a good use of these funds. The purpose of the CARES Act grant is to benefit our community, and protecting the students is benefitting and serving the community.

Further suggestions for CARES Act funds were touchless fixtures in the Town Hall and Fire Station, and a second sub-grant for the Fire Department. Any upgrades to the Fire Station should be billed directly to the Township. Since the township owns the building, they should pay for COVID grant eligible upgrades to the building directly, rather than those items being submitted through the sub-grant.

Mr. Zimperman asked about purchasing additional vehicles for the Road Dept. Smaller trucks to minimize cross contamination has been approved by grant management, per various seminars provided by the Auditor of State's office.

Mr. Tropf moved to approve the purchase of two 1/2- 3/4 ton pickup trucks not to exceed \$100,000. Mr. Skomrock seconded the motion:
Voice vote: Skomrock - yes, Tropf -yes, Quigley- yes.

West Geauga Superintendent's Board has requested a meeting with the Newbury Township Trustees, for November 16th. This meeting will immediately go into executive session.

Lorrie Sass Benza contacted the trustees and fiscal officer to say that University Hospital had asked to host the Geauga County Township Association meeting for January 2022. Lorrie asked if the township would be willing to forego our turn to host, in order to allow University Hospital to act as host. All in favor of UH hosting GCTA meeting in January 2022.

The next meeting will be scheduled for November 11, 2020 in lieu of the first Wednesday of November. Chairman Skomrock will not be available. Mr. Quigley recommended postponing meeting until the chairman is able to attend.

Mr. Quigley stated that the Park Board members will install benches as soon as the weather permits.

A letter was received from the Ohio Department of Commerce. It noted that liquor licenses will expire, and the township has an opportunity to file objections with the Dept of Commerce. No objection were voiced.

Nicholas Corkwell has achieved Eagle Scout. Mr. Skomrock would like to present him with an official resolution of recognition of his achievement. Once the resolution is read, signed by the trustees, and framed, they will present it to him. All trustees agreed.

Linda Applebaum, the township's assigned assistant prosecutor, was asked about using Zoning Board member Ed Myers as the township's real estate attorney, to represent the township in the school property negotiations. Ms. Applebaum did not recommend it, as it may lead to a conflict of interest at some point in the future. Disappointment was unanimously expressed. Mr. Myers is a respected real estate attorney, and a resident that all feel would support the best interests of the township. Mr. Skomrock will contact the County Bar Association and ask for a recommendation.

Mr. Skomrock and some members of the Newbury school property task force met with Jim Dixon to assess the condition and potential for renovation/rehabilitation of the school buildings. He stated that the Intermediate building was in good shape and could be repurposed without much trouble. Both buildings have asbestos, but are encapsulated. As long as it is not disturbed, it is not a problem. Mr. Marquardt has been asked for information on the gas well and utility costs. Sewer capacity information is that more than enough capacity has been reserved for the school property. More information will be available at the joint West Geauga/Newbury Township meeting next month.

Portlew update:

Correspondence was received from the property owner of 11716 Portlew. The property is vacant and not habitable. Mr. Applebaum was contacted regarding whether the property owner was entitled to a hearing or appeal. The deadline for requesting a hearing has passed. Ms. Applebaum said that security might be required the final process of removal of the remaining structure. Mr. Quigley felt that Ms. Applebaum's response did not answer all the trustees questions, and he asked Mr. Skomrock to contact her for a final statement. Mr. Skomrock will contact the prosecutor's office for follow up.

Payment approved at or prior to this meeting

267-2020	10/14/20	\$556.78	Treasurer of State
268-2020	10/14/20	\$6,840.19	Ohio Public Employees Retirement
269-2020	10/14/20	\$2,939.13	IRS TAX PYMT
272-2020	10/20/20	\$527.65	John Boksansky
273-2020	10/20/20	\$809.88	Joseph Colini
274-2020	10/20/20	\$612.05	Timothy H. Hegedus
275-2020	10/20/20	\$1,222.72	Randal O. Hollis
276-2020	10/20/20	\$101.87	Randal R. Hollis
277-2020	10/20/20	\$1,011.50	John H. Mansfield
278-2020	10/20/20	\$1,248.10	Timothy A. Mansfield
279-2020	10/20/20	\$879.71	Lorraine Sevich
280-2020	10/20/20	\$1,382.54	Douglas J. Zimperman
34866	10/14/20	\$1,373.30	Chagrin Oil & Gas Co. Inc.
34867	10/14/20	\$20.00	Green Vision Material
34868	10/14/20	\$215.65	Fisher Auto Parts
34869	10/14/20	\$9.00	Sunrise Springs Water Co. Inc.
34870	10/14/20	\$409.06	Star2Star Communications LLC
34871	10/14/20	\$112.50	Newbury Technologies
34872	10/14/20	\$40.75	Sidley Inc.
34873	10/14/20	\$157.55	Marshall Power Equipment
34874	10/14/20	\$41.79	Active Plumbing Supply Co.
34876	10/20/20	\$456.49	Jodie K. Swartwout
34877	10/20/20	\$352.30	Ohio Child Support Payment
34878	10/20/20	\$591.06	Medical Mutual Of Ohio
34879	10/20/20	\$5,327.46	Medical Mutual Of Ohio

34880	10/21/20	\$90.00	Burnham & Flower of Ohio, Inc.
34881	10/21/20	\$239.40	Geauga County Maple Leaf
34882	10/21/20	\$76.05	The News Herald
34883	10/21/20	\$59.85	Geauga County Maple Leaf
34884	10/21/20	\$163.00	Aris Company
34885	10/21/20	\$72.00	Newbury Tire
34886	10/21/20	\$1,113.28	Cintas Corp.
34887	10/21/20	\$852.83	First Energy
34888	10/21/20	\$107.40	Alvord's Yard & Garden
34889	10/21/20	\$165.00	Geauga Concrete Inc.

**Total
Payments \$30,177.84**

Purchase orders approved at or prior to this meeting:

87-2020	10/12/20	\$900.00	\$900.00	various
88-2020	10/21/20	\$150.00	\$150.00	various
16-2020	10/19/20	\$62.70	\$62.70	Geauga County Maple Leaf
17-2020	10/20/20	\$11,400.00	\$11,400.00	Miller Bros. Concrete
18-2020	10/21/20	\$8,280.50	\$8,280.50	Burton Carpet Shoppe, Inc.

Total Amount \$20,793.20

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

Meeting adjourned at 8:42 p.m.

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