

## RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 7:01 p.m., October 2<sup>nd</sup>, 2024 at the Newbury Township Town Hall. Trustees Bill Skomrock, Greg Tropf and David Lair, Jr. were in attendance.

Also in attendance:

Peter Bizjak	Resident	Wayne Mansfield	Resident, Park Board
Shirley Bizjak	Resident	Chloe Patterson	Resident
C.D. Boyd	Resident	Lindsay Pollock	Fiscal Officer
Tim Charvat	Resident	Lisa M. Profughi	Resident
Karly Eitzman	Resident	Kaley Richard	Chagrin Valley Times
Ken Fagan	Fire Chief	Barbara Siebold	Resident
Kate Forster	Non-Resident	Ken Siebold	Resident
Lorie Forster	Resident	Jim Stefancin	Resident
Russell Hamby	Resident	Debbie Virost	Resident
Phillip Hamer	Resident	John Virost	Resident
Ray Hinch	Resident	Allison Wilson	Geauga Maple Leaf
Courtney Hiscox	Resident	Doug Zipperman	Road Superintendent

Mr. Skomrock opened the meeting with the Pledge of Allegiance and acknowledgement of the recent passing of Marge Hrabek, who served on Newbury's zoning board for several years.

### Fire Department Update:

- There were 78 calls in September and three this month so far. 684 calls YTD.
  - Mr. Fagan handed in a request for the next new hire payment. The department hired 3 additional FT staff and 5 additional PT. One FT changed to PT.
- Trick-or-treating will be October 31<sup>st</sup> (Thursday) with the Fire Dept splitting time between Kiwanis Lake and Kimberly Estates 5:30-7:30pm.
  - Ms. Pollock to email Kathy Shimer of Destination Geauga to inform.

### Road Department Update:

- Pekin Rd paving project: close to complete (was projected Sept 28).
- Transformer from down utility pole – has been removed by CEI.
- Planned mower replacement –
  - Ferris factory rep should be coming out to assess status (presume totaled).
  - Insurance appraiser coming 10/9 to evaluate from OTARMA.
  - \$8,600-\$9,000 to replace (through Sourcewell) - \$1,000 off during sale
  - Mr. Skomrock motioned to approve up to \$9,000 for purchase of a replacement mower. Mr. Lair seconded.
    - Voice vote: Three ayes.
- Mr. Zipperman and the Trustees discussed the potential upgrade on second utility truck, trading in regular cab truck.
  - Mr. Tropf would like to spend less, and also reduce the total number of trucks from 11 since the Township has a small staff.
  - Mr. Skomrock and Mr. Lair asked about cost difference for a 350 instead of 450/550.
- Turned in 2025 paving schedule to County Engineer's office.
- **Resolution 20241002-01**  
To recognize Doug Zipperman for 30 years of loyal service. Doug is a great asset to the Township and his dedication and hard work is greatly appreciated.
  - Mr. Skomrock motioned to approve the resolution and Mr. Tropf seconded.
  - Voice vote: 3 ayes.

### Fiscal Officer's Report:

- Minutes from the September 18<sup>th</sup> regular meeting were presented.
  - Fiscal Officer sent drafts to the Trustees for review prior to the meeting.
  - Mr. Skomrock motioned to approve the minutes as presented. Mr. Tropf seconded the motion.
  - Voice vote: Three ayes.

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- September Bank Reconciliation:
 

Prior Balance	\$4,964,050.86		
Receipts	\$212,976.78	Checking balance	\$193,230.46
Payments	(\$502,515.66)	Star Ohio	\$4,505,617.38
Adjustments	35.62	Outstanding checks	(\$24,300.24)
<b>Total Balance</b>	<b><u>\$4,674,547.60</u></b>	<b>Total Balance</b>	<b><u>\$4,674,547.60</u></b>
- West Geauga Chamber of Commerce invitation for 10/17 Chamber luncheon – Mr. Skomrock to attend.
- Ms. Pollock advised that Mr. Skomrock should be receiving a request for IRS registration approval for FIRE – IR application for TCC.
- Employee Handbook review is ongoing.
- Ms. Pollock is looking into cell phone reimbursement as well as boot / clothing amounts so will be able to process this quarter.
- OTARMA is looking for applicants for their Board of Directors – open to Trustees and Fiscal Officers if anyone is interested. Applications due October 15<sup>th</sup>.
- VSP (vision insurance provider) notified us that they will not raise rates for the next four years.
- Ms. Pollock will be unable to attend the Nov 20<sup>th</sup> BOT meeting. Mr. Tropf's wife may be able to take notes for the minutes, but will ask Ruth Cavanagh (Zoning Secretary) to see if she is able.
- The arm of Ms. Pollock's office chair is coming apart, may order new chair, but for now will try to use one of the conference room chairs.
- Would like to plan Iron Mountain to come to the Town Hall early 2025 to remove / destroy files that are past their retention period.

### Jim Stefancin - Park Board

- Trustees and Mr. Stefancin discussed the seeding of an area at Oberland Park. Mr. Stefancin said the park board would take care of it, likely spending \$2000 or less.
  - Mr. Skomrock motioned to approve spending up to \$2,000 to seed Oberland Park and Mr. Lair seconded.
  - Voice vote: three ayes.
- Concert and car show – both well attended!

### Mr. Tropf's updates:

- Miller Dodson's Replacement Reserve Report FY2024 – Mr. Tropf sent an email out to the Trustees to review with his comments, asking for feedback within next week or two.
- Zoning commission still reviewing allowing landscaping in commercial district
  - Next step is to finalize resolution, get to planning commission, will come to Trustees at some point.
- Mr. Tropf spoke with Les Ober who agreed to take all maple equipment out of the woods, return money to Timmons Farm for any bailing of hay and will pay \$600 to us for allowing him to use the field.
  - Todd Palevic – would like to continue sugaring at the property, Mr. Lair said the board needs to discuss – lease options / verbiage, opening it to others, etc.
  - Some areas had tubing across the paths, branches have come down on tubing.
  - Possibly inquire about cleaning up woods to make it safer – Mr. Lair has a contact. Ohio State extension.
  - Ms. Pollock to send invoice to Les for \$600, confirming wording with Mr. Tropf.
  - Zoning Inspector, John Boksansky is good with Geauga Access, he could give details of area, acreage, etc.

### Mr. Lair's Update:

- Go Green - cameras are all installed at recycle bin – total grant \$4,108.88, will be reimbursed \$3,735.35, out of pocket \$373.53.
- NOPEC – Mr. Lair is working to apply \$11,473 for 2024 energize grant – to be used against the generator purchased for the Town Hall.
- Cemetery – Milano has started work on Newbury Center (goal is to finish by end of year)
- Meeting with Zirkle Tech tomorrow to do cameras at additional areas.

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### Mr. Skomrock's Updates:

- Sheriff's report: 224 calls, traffic, Fire Dept, abandoned vehicles, welfare checks, etc.
- AED required by 10/24/24 – playing fields, also emergency plan and staff training, compatible with Fire Dept equipment. Trustees will look into.
- Capital improvement grant paperwork
  - Chip Hess – followed up to see about permits
  - Chagrin River Watershed Partnership – asking for help with obtaining permits
  - Green Flush payment – 10% up front likely to be paid this year
- Mower / tractor – received quote from John Deere for cab tractor, grappling hook, bucket \$71,670.99
  - Mr. Skomrock motioned to approve the purchase of the tractor as quoted and Mr. Lair seconded
  - Voice vote: three ayes.
- Mr. Skomrock and Mr. Zimperman met with a candidate for a full-time road department job and both had good impression.
  - Mr. Skomrock motioned to give an offer of employment to Mike Varcelli and Mr. Lair seconded.
  - Voice vote: three ayes.

### Warrants approved prior to or at this meeting:

Number	Post Date	Type	Total Warrant Amount	Payee	Status
38258	10/2/24	AW	\$150.00	Cassidy Web Creations	O
38259	10/2/24	AW	\$40.55	ComDoc, Inc.	O
38260	10/2/24	AW	\$472.06	Delta Dental	O
38261	10/2/24	AW	\$1,600.00	Dennis Pavella	O
38262	10/2/24	AW	\$248.95	Enbridge Gas Ohio	O
38263	10/2/24	AW	\$350.00	The Flag Store, LLC	O
38264	10/2/24	AW	\$91.68	Geauga Concrete Inc.	O
38265	10/2/24	AW	\$716.25	H&M Landscaping	O
38266	10/2/24	AW	\$280.92	Kimball-Midwest Inc.	O
38267	10/2/24	AW	\$7,447.50	Portman Electric, Inc.	O
38268	10/2/24	AW	\$300.00	Patsy Keyes	O
38269	10/2/24	AW	\$1,710.00	Singerman, Mills Desberg & Knautz Co, LPA	O
38270	10/2/24	AW	\$54.00	Sunrise Springs Water Co. Inc.	O
38271	10/2/24	AW	\$84.44	Tractor Supply Co.	O
38272	10/2/24	AW	\$139.03	Turney Home and Auto	O
38273	10/2/24	AW	\$155.49	VSP	O
38274	10/2/24	AW	\$255.28	West Geauga Local School District	O
38275	10/2/24	AW	\$2,025.00	Eric T Zirkle	O
38276	10/2/24	AW	\$15.34	Leigh Orłowski	O
			<b>\$16,136.49</b>		

### Good of the order:

Commentary from residents, including John Virost and Barbara Siebold.

- Resident was shooting on his private property in Whitewood area but ended up hitting Virost's house. The resident lives on 2.18 acres and every Friday night he shoots.
- Concerned neighbors have called Geauga County Sheriff's Office who have responded, but no concrete resolution; resident has not changed his actions.
- Residents want to know what they can do.
- Trustees confirmed that the Township cannot make laws, as that is up to the state legislature. Ms. Pollock suggested the residents contact our state representatives and the Trustees also agreed to draft letter to sign and send to State Rep Fowler Arthur and State Senator O'Brien making concerns known.

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- Since there is no local police department, the Sheriff's Office is the body to enforce laws. Ms. Pollock suggested if the residents were not happy with the response of the Sheriff's Office, that they attend a County Commissioner's meeting and make their concerns known.
- Ms. Pollock offered to send an email to all who provided their email addresses with contact information for the County officials as well as state rep and state senator.

Resident Tim Charvat announced there will be a Pig Roast at the American Legion Post on Saturday, October 12<sup>th</sup>, 5-7pm.

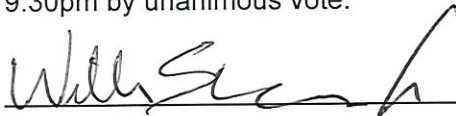
- Ms. Pollock to email Kathy Shimer of Destination Geauga to inform.

Resident Phil Hamer of Punderson Lake Allotment Association (PLAA) in attendance to observe what issues come up for the Township as deals with similar topics in the Homeowner's Assoc.

Mr. Skomrock motioned to enter into executive session at 9:10pm, pursuant to ORC 121.22G3 (pending or imminent litigation).

- Mr. Lair seconded.
- Voice vote: Three ayes.
- Out of executive session at 9:30pm, no action taken.

Mr. Tropf motioned to adjourn and Mr. Lair seconded the motion. Meeting was adjourned at 9:30pm by unanimous vote.



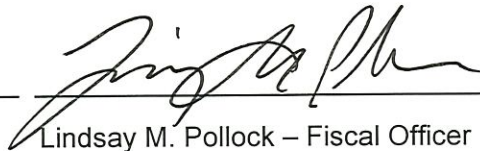
William Skomrock, Jr. - Chairman



Greg Tropf - Vice Chairman



David Lair, Jr. - Trustee



Lindsay M. Pollock - Fiscal Officer