

## RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 4:00 p.m., February 5, 2025 at the Newbury Township Town Hall. Chairman Bill Skomrock, and Trustees Gregory Tropf and David Lair, Jr. were in attendance.

Fiscal Officer, Lindsay Pollock was also in attendance.

Mr. Tropf motioned to enter into executive session at 4:04p.m., pursuant to ORC 121.22G1 (considering employment of a public employee).

- Mr. Skomrock seconded.
- Voice vote: Three ayes.
- Out of executive session at 6:10p.m., no decisions made.

The regular meeting was called back to order at 6:20p.m.

Also in attendance:

Tim Charvat	Resident	Phil Paradise Jr	Resident
Ken Fagan	Fire Chief	Kaley Richard	Chagrin Valley Times
Jim Lang	Resident	Beverly Sustar	Resident
Lynn Lang	Resident	Doug Zipperman	Road Superintendent
Emma MacNiven	Geauga Maple Leaf		

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

### Public Comment

- Beverly Sustar – Shadowood Rd – some holes left and could use some grindings to fill in.

### Fire Department Update:

- Fire Chief Fagan reported that there were 93 calls in January 2025, 14 in February so far giving 107 YTD.
- AC units and air exchangers are underneath the overhang at the Fire Station, so encased in ice – no real update, still looking into roof that was leaking. Paying on own to add circuits to generator that weren't put on.

### Road Department Update:

- Tiling 500 ft from school driveway to park driveway - \$5400. If concrete catch basins another \$1650. Doesn't seem like high water flow.
  - North 200 ft where it's mowed, \$2150, another \$550 if concrete catch basin.
  - Under \$8k without concrete, about \$10+ with.
  - Mr. Tropf motioned to approve up to \$12k to install tile at Oberland Park – Lair seconded,
    - Voice votes: three ayes.
  - KLA subcontracted through OTARMA for risk management probably 2025.
- OPW – wanted pictures of paving project from last year.
- Mowing proposals – Mr. Zipperman didn't have a chance to review. Mr. Skomrock talked to one vendor.
  - Can post on the website and post in the paper.
- 2 new applicants for zoning inspector, plus previous applicant who interviewed for multiple positions.
  - Mr. Skomrock and Mr. Zipperman will meet with them to review and make an offer accordingly.
- Nick Priem should be starting Thursday morning in full-time road position, will come to Town Hall for paperwork.
  - Review safety training too.
  - Sign him up for the random check list with Geauga County Drug and Alcohol Consortium.
- Suggested to hold a safety training once / month.
- PERRP response was done before Jan 31 deadline – all is in order regarding the citation from the Sept 2024 accident.

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- Damage at the park – someone went in with a truck and missed the driveway, went off on the bank side by the volleyball court, signs up that say park is closed.
- County Engineer – quality of Munn paving. Email from Trustees to Engineer’s office asking them to look at 87 to Music is worse, maybe was the mix / stone (Mr. Skomrock will talk to Mr. Zimperman about it)
  - Paved in 2015/2016
  - Pretty sure it was gravel instead of limestone.

### Fiscal Officer’s Report:

- Minutes from the January 15th regular meeting were presented.
  - Fiscal Officer sent drafts to the Trustees for review prior to the meeting.
  - Mr. Tropf motioned to approve the minutes as presented. Mr. Lair seconded the motion.
  - Voice vote: Three ayes.
- Minutes from the January 23rd special meeting were presented.
  - Fiscal Officer sent drafts to the Trustees for review prior to the meeting.
  - Mr. Tropf motioned to approve the minutes as presented. Mr. Lair seconded the motion.
  - Voice vote: Three ayes.
- Liquor license – it was agreed there should be no hearing.
- Hess bills to pay – okay to pay.
- Transient Vendor Registration Form – FYI was found in the zoning files, the Trustees agreed it can be discarded.
- Middlefield Bank claim settlement – filed for \$50 recovery.
- The IRS increased the standard mileage rate for 2025 to \$0.70.
  - Mr. Skomrock motioned to adopt the updated standard mileage reimbursement rate and Mr. Tropf seconded.
  - Voice vote: three ayes.
- Dept of Tax notice to advise that our tax-exempt filing is in progress (for Veteran’s Legacy Park parking lot re-pavement).
- January 2025 Bank Reconciliation:

Prior Balance	\$3,262,868.89	Checking balance	\$247,849.93
Receipts	\$152,666.33	Star Ohio	\$3,086,968.66
Payments	(\$90,966.79)	Outstanding checks	(\$10,250.16)
Adjustments	0	<b>Total Balance</b>	<b>\$3,324,568.43</b>
<b>Total Balance</b>	<b>\$3,324,568.43</b>	<b>Total Balance</b>	<b>\$3,324,568.43</b>

### Mr. Tropf’s Update:

- Zoning inspector – advertise on indeed.
- Tri Board meeting will be March 15<sup>th</sup> at 9am at Town hall, will advertise.
- Marijuana sales – memo needs to be updated for 2025, will review official resolution at next meeting, but for now Mr. Tropf motioned to extend for one year and Mr. Lair seconded the motion.
  - Voice vote: three ayes.

### Mr. Lair’s Update:

- \$3,220 Scrap Tire Grant was awarded.
- NOPEC grant was awarded. \$11,584 for 2025 (energize community grant).  
**Resolution 20250205-1**  
 Mr. Lair motioned to approve the resolution for the NOPEC grant and Mr. Tropf seconded.
  - Voice vote: three ayes.
- Mr. Lair spoke with Mark about playing at the car show later this year and was told their price will likely be increased. We will consider an earlier start this year as well.



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### Mr. Skomrock's Update:

- 200 calls to the Sheriff's office in January 2025.
- Quote from Yellow Jacket for heating and cooling the Town Hall – downstairs only \$10,321.56, if include upstairs with it \$13,915.21.
  - Mr. Skomrock motioned to accept the \$13.9k bid and Mr. Lair seconded.
  - Voice vote: Three ayes.
- ODNR grant – working on with Green Flush and Hess, potable water issue and County Health Dept – looks like it's going to be okay in the end.
  - Green Flush sent another timeline – want it as early as can be done in Aug 2025. They will see what they can do.
- Jim Lang, resident – asked for recap on Green Flush issue. Mr. Skomrock talked through.


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

Number	Post Date	Type	Total Warrant Amount	Payee	Status
17-2025	1/24/25	CH	\$144.21	Medical Mutual Of Ohio	C
18-2025	1/27/25	CH	\$185.00	Ohio Public Empl. Def. Comp. Pro.	C
19-2025	1/27/25	CH	\$80.00	Ohio Public Empl. Def. Comp. Pro.	C
20-2025	1/27/25	CH	\$44.07	Medical Mutual Of Ohio	C
21-2025	1/29/25	CH	\$109.86	Medical Mutual Of Ohio	C
22-2025	1/30/25	CH	\$147.32	Medical Mutual Of Ohio	C
23-2025	1/30/25	CH	\$7,369.52	Ohio Public Employees Retirement System	C
24-2025	2/3/25	CH	\$97.01	Medical Mutual Of Ohio	O
25-2025	2/4/25	CH	\$9,331.68	PXC, Inc.	O
26-2025	2/4/25	CH	\$1,834.75	PXC, Inc.	O
27-2025	2/5/25	CH	\$43.66	PXC, Inc.	O
38442	2/5/25	AW	\$75.00	Burnham & Flower of Ohio, Inc.	O
38443	2/5/25	AW	\$3,865.83	Cargill, Incorporated	O
38444	2/5/25	AW	\$20.37	ComDoc, Inc.	O
38445	2/5/25	AW	\$536.11	Delta Dental	O
38446	2/5/25	AW	\$40.77	DEX Imaging	O
38447	2/5/25	AW	\$1,583.98	Enbridge Gas Ohio	O
38448	2/5/25	AW	\$166.50	G.Heilman & Associates	O
38449	2/5/25	AW	\$477.94	Geauga County Treasurer	O
38450	2/5/25	AW	\$187.20	Junction Auto Sales Inc.	O
38451	2/5/25	AW	\$682.00	Karlovec Media GRoup	O
38452	2/5/25	AW	\$375.00	Patsy Keyes	O
38453	2/5/25	AW	\$100.00	Patton Pest Control Co., Inc	O
38454	2/5/25	AW	\$24.32	Lindsay Pollock	O
38455	2/5/25	AW	\$351.00	Portman Electric, Inc.	O
38456	2/5/25	AW	\$1,703.39	Ullman Oil Company	O
38457	2/5/25	AW	\$256.25	Unique Paving Materials	O
38458	2/5/25	AW	\$1,342.85	Universal Oil Inc.	O
38459	2/5/25	AW	\$155.49	VSP	O
38460	2/5/25	AW	\$248.87	West Geauga Local School District	O
38461	2/5/25	AW	\$975.00	Fenton Engineering, Inc.	O
38462	2/5/25	AW	\$650.50	Kimball-Midwest Inc.	O
38463	2/5/25	AW	\$1,880.00	Kolsom Tires	O
38464	2/5/25	AW	\$107.53	NAPA Auto Parts Middlefield	O
38465	2/5/25	AW	\$4,225.00	Nature's Own Source, LLC	O
38466	2/5/25	AW	\$448.10	Star2Star Communications LLC	O
			<b>\$39,866.08</b>	<b>TOTAL PAYMENTS</b>	

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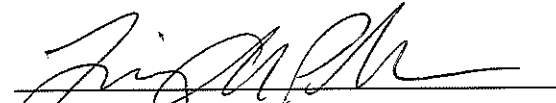
Mr. Skomrock asked if any final questions.

Mr. Skomrock motioned to adjourn and Mr. Tropf seconded the motion. Meeting was adjourned at 7:20p.m. by unanimous vote.

 \_\_\_\_\_ *absent*

William Skomrock, Jr. - Chairman

Gregory Tropf - Vice Chairman

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David Lair, Jr. - Trustee

Lindsay M. Pollock - Fiscal Officer