

RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 7:00 p.m., March 5, 2025 at the Newbury Township Town Hall. Chairman William Skomrock Jr., Vice Chairman David Lair, Jr. and Trustee Gregory Tropf were in attendance.

Also in attendance:

Tim Charvat	Resident	Emma MacNiven	Geauga Maple Leaf
Ken Fagan	Fire Chief	Phil Paradise Jr	Resident
Larry Green	Resident	Lindsay Pollock	Newbury Fiscal Officer
Jim Lang	Resident	Doug Zimperman	Road Superintendent
Lynn Lang	Resident		

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

Public Comment

- None.

Fire Department Update:

- Year to date, there have been 210 calls to the fire department with 32 (23 were related to natural gas) so far in March 2025. Last month total was around 85.
- Fire Dept Board of Trustees meeting at the end of Feb 2025.
- It's time to renew the contract between the fire department and the board of trustees.
 - Newbury Volunteer Fire Department is proposing a total contract amount of \$1,090,000 to be paid in quarterly installments.
 - The \$1.090M is made up of the 2005 1.6 mill levy (~\$250k) plus the 2021 4.5 mill levy (~\$840k).
 - FT staffing is costing \$80.5k/year full cost (includes benefits, wages, etc.) The first year of hire costs an extra \$5k for onboarding.
 - PT staffing is costing \$31,730/year, same first year additional cost of \$5k.
 - The department increased pay rate by \$1/hr. to \$20.50/hr. in an attempt to stay competitive.
 - 1 new squad is ordered, and pretty soon will be another one (takes 2.5-3 years to get once ordered).
 - Next trustee meeting on March 19th, Fire Dept Trustees will be present to sign the contract.
- Mr. Tropf requested to amend the building lease to say the township can use the fire department's meeting room. The lease has a 3-yr term, so need to confirm expiry date.

Road Department Update:

- Mr. Zimperman is working on getting a third price on the shed.
- Paving estimate came over from Engineer's ~\$500k.
 - Ms. Pollock provided overview of revised permanent appropriations and confirmed that the township can cover the paving costs.
- Mr. Zimperman spoke with the County Engineer's office and was told they can meet with for tile at Oberland discussion once not on winter hours.
- Legion Hall – Since we received the report back on the soundness of the structure, need to decide if we look at window prices (double hung and glass block all have issues).
 - Mr. Tropf suggested it could be part of future service garage project with space for Legion to meet instead of repairing current building.
 - Trustees agreed to table for now since building is structurally sound.
- There was discussion re how to handle one FT road hire who came with service credit from prior public service position.
 - Will get credited with 7.5 days from previous employer from past service (1.5 yrs).
 - Mr. Tropf motioned that all new hires coming from prior public service will be awarded accrued vacation time as a starting balance upon being hired at Newbury Township based on their prior years of public service. They will then accrue additional vacation time as time is worked with the Township based on the level determined by their prior public service duration.
 - Mr. Lair seconded the motion.
 - Voice vote: Three ayes.

RECORD OF PROCEEDINGS

- Mr. Zimperman noted that there was a report of a street light out where bus turns around in Kiwanis Lake. First Energy was called, said it was shot out (at View and Chestnut). First Energy replaced it, but won't continue to if it is shot out again.
- Munn Cemetery driveway needs attention – obtained estimate from GAR Paving.
 - Layer of chip and seal and then asphalt on top, \$39,250 vs. without chip and seal, \$31k.
 - Mr. Lair requested an alternate quote to compare.
- Mr. Zimperman presented a quote from Crafcoc, Inc. for a set price on sealant, estimating the township would need to spend up to \$15,000 with them.
 - Mr. Skomrock motioned to approve the expense up to \$15,000 and Mr. Trof seconded the motion.
 - Voice vote: Three ayes.

Fiscal Officer's Report:

- February 2025 Bank Reconciliation:

Prior Balance	\$ 3,324,568.43		
Receipts	\$ 1,434,889.89	Checking balance	\$234,657.89
Payments	\$ (783,514.54)	Star Ohio	\$3,772,687.37
Adjustments	\$ -	Outstanding checks	(\$31,401.48)
Total Balance	\$ 3,975,943.78	Total Balance	\$3,975,943.78

- Minutes from the February 19th 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. Lair seconded the motion.
 - Voice vote: Three ayes.
- Minutes from the February 25th special 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. Lair seconded the motion.
 - Voice vote: Three ayes.
- Minutes from the February 27th special 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. Lair seconded the motion.
 - Voice vote: Three ayes.
- Fiscal Officer noted that there had been issues with Medical Mutual not receiving their premium payments in Jan / Feb 2025. Unknown cause, but paid via ACH to resolve.
- Ms. Pollock proposed adding two new accounts to those available (1000-110-345-0000 Advertising and 1000-610-360 Contracted Services).
 - Mr. Lair motioned to accept the two new accounts as proposed and Mr. Trof seconded.
 - Voice vote: Three ayes.
- **Resolution 20250305-01 Permanent Appropriations**
 - Mr. Lair motioned to accept the resolution as proposed and Mr. Trof seconded.
 - Voice vote: Three ayes.
- **Resolution 20250305-02 Fund Transfer and Supplemental Appropriation**
 - Ms. Pollock proposed a transfer of \$175,000 from the Fire Fund (2111) to the Debt Service Fund (3101) and amounts also be appropriated.
 - Mr. Lair motioned to accept the resolution as proposed and Mr. Trof seconded.
 - Voice vote: Three ayes.
- The OH BMV Record Request form was discussed briefly.
- Ms. Pollock plans to attend OH AOS conference for LG officials March 26-28th in Columbus.

Mr. Trof's Update:

- Miller-Dodson is working on the fire dept report.
- Zoning updates:
 - Steve Boughner is now the commission chair.
 - BZA – Scott Kohler would step up from alternate to replace Mary Lee Brezina if needed.

RECORD OF PROCEEDINGS

- Need 2 alternates – one for BZA one for Zoning Commission.
- Pekin and Auburn – resident had accident; Mr. Trof will contact Engineer's office re stop sign / flashing lights.
- Reports of marijuana being sold at mini mart – Sherriff turned over to Prosecutor's office, waiting on state legislature to clarify law.

Mr. Lair's Update:

- Submitted \$11,540 for AC and Heater to NOPEC.
- Called Mike Milano to get quotes to compare to Stonehugger for cemetery repairs.

Mr. Skomrock's Update:

- Hired new zoning inspector, Frank Kolk – contingent on drug and background screen.
- Mr. Skomrock contacted both sport teams regarding field use (Bill Brian - west geauga soccer (no reply) and Luke Short – knights baseball)
 - Maybe West Geauga Rec Board is interested, but haven't heard from anyone
- Community Development Block grant – seminar coming up March 28 (\$220k available county-wide), not sure it's worth pursuing.
- Haven't received any quotes from landscaping companies re maintenance for cemeteries and town hall so far.
- Signed and submitted an application for the water system for Oberland / Green Flush.
- Township's recent hires are documented in random drug pull – County Consortium (Mr. Skomrock - County Commissioner meeting to bring up training needed?)
 - Clearinghouse – should be set up.
- Waiting on OTARMA reply re AEDs.

Warrants and electronic payments approved prior to or at this meeting:

Number	Post Date	Type	Amount Charged	Payee	Status
37-2025	2/20/25	CH	\$82.26	PXC, Inc.	C
38-2025	2/20/25	CH	\$6.33	Medical Mutual Of Ohio	C
39-2025	2/21/25	CH	\$10.01	Medical Mutual Of Ohio	C
40-2025	2/24/25	CH	\$107.33	Medical Mutual Of Ohio	C
41-2025	2/25/25	CH	\$9.11	Medical Mutual Of Ohio	C
42-2025	2/26/25	CH	\$108.25	Medical Mutual Of Ohio	C
43-2025	2/26/25	CH	\$489.30	Ohio Public Employees Retirement System	C
43-2025	2/26/25	CH	\$248.33	Ohio Public Employees Retirement System	C
43-2025	2/26/25	CH	\$1,032.83	Ohio Public Employees Retirement System	C
43-2025	2/26/25	CH	\$105.53	Ohio Public Employees Retirement System	C
43-2025	2/26/25	CH	\$147.74	Ohio Public Employees Retirement System	C
43-2025	2/26/25	CH	\$891.25	Ohio Public Employees Retirement System	C
43-2025	2/26/25	CH	\$1,504.81	Ohio Public Employees Retirement System	C
43-2025	2/26/25	CH	\$3,354.79	Ohio Public Employees Retirement System	C
44-2025	2/27/25	CH	\$50.00	Ohio Public Empl. Def. Comp. Pro.	C
44-2025	2/27/25	CH	\$30.00	Ohio Public Empl. Def. Comp. Pro.	C
45-2025	2/27/25	CH	\$125.00	Ohio Public Empl. Def. Comp. Pro.	C
45-2025	2/27/25	CH	\$70.00	Ohio Public Empl. Def. Comp. Pro.	C
46-2025	2/27/25	CH	\$101.63	Medical Mutual Of Ohio	C
47-2025	2/28/25	CH	\$1,699.47	Medical Mutual Of Ohio	C
47-2025	2/28/25	CH	\$25.00	Medical Mutual Of Ohio	C
48-2025	2/20/25	CH	\$30.00	Middlefield Banking Company	C
49-2025	3/3/25	CH	\$32.12	Medical Mutual Of Ohio	O
50-2025	3/4/25	CH	\$11,138.28	PXC, Inc.	O
51-2025	3/4/25	CH	\$1,550.66	PXC, Inc.	O
52-2025	3/4/25	CH	\$30.00	Middlefield Banking Company	O
53-2025	3/5/25	CH	\$59.19	PXC, Inc.	O
57-2025	3/4/25	CH	\$1,108.90	PXC, Inc.	O
57-2025	3/4/25	CH	\$877.85	PXC, Inc.	O
57-2025	3/4/25	CH	\$2,522.37	PXC, Inc.	O
57-2025	3/4/25	CH	\$6,629.16	PXC, Inc.	O
58-2025	3/4/25	CH	\$110.83	PXC, Inc.	O
58-2025	3/4/25	CH	\$19.97	PXC, Inc.	O
58-2025	3/4/25	CH	\$22.51	PXC, Inc.	O
58-2025	3/4/25	CH	\$14.50	PXC, Inc.	O
58-2025	3/4/25	CH	\$466.38	PXC, Inc.	O
58-2025	3/4/25	CH	\$1,044.29	PXC, Inc.	O
58-2025	3/4/25	CH	\$177.50	PXC, Inc.	O
59-2025	3/4/25	CH	\$934.91	Medical Mutual Of Ohio	O
59-2025	3/4/25	CH	\$340.32	Medical Mutual Of Ohio	O
59-2025	3/4/25	CH	\$11,536.77	Medical Mutual Of Ohio	O
59-2025	3/4/25	CH	\$104.10	Medical Mutual Of Ohio	O
59-2025	3/4/25	CH	\$765.64	Medical Mutual Of Ohio	O
59-2025	3/4/25	CH	\$6,416.20	Medical Mutual Of Ohio	O
59-2025	3/4/25	CH	\$322.38	Medical Mutual Of Ohio	O
38485	3/3/25	AW	-\$934.91	Medical Mutual Of Ohio	V
38485	3/3/25	AW	-\$340.32	Medical Mutual Of Ohio	V

RECORD OF PROCEEDINGS

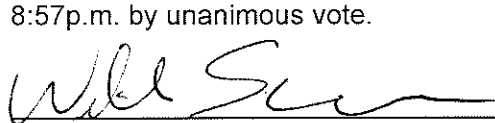
Number	Post Date	Type	Amount Charged	Payee	Status
38485	3/3/25	AW	-\$104.16	Medical Mutual Of Ohio	V
38485	3/3/25	AW	-\$765.58	Medical Mutual Of Ohio	V
38485	3/3/25	AW	-\$6,416.20	Medical Mutual Of Ohio	V
38485	3/3/25	AW	-\$322.38	Medical Mutual Of Ohio	V
38486	3/5/25	AW	\$604.37	1st Ayd Corporation	O
38487	3/5/25	AW	\$406.05	Ag-Pro Ohio, LLC	O
38488	3/5/25	AW	\$361.14	Ascendance Trucks Midwest, LLC	O
38489	3/5/25	AW	\$4,176.60	Cargill, Incorporated	O
38489	3/5/25	AW	\$5,012.34	Cargill, Incorporated	O
38489	3/5/25	AW	\$4,070.63	Cargill, Incorporated	O
38489	3/5/25	AW	\$4,561.56	Cargill, Incorporated	O
38490	3/5/25	AW	\$24.77	ComDoc, Inc.	O
38491	3/5/25	AW	\$26.62	Delta Dental	O
38491	3/5/25	AW	\$10.35	Delta Dental	O
38491	3/5/25	AW	\$332.57	Delta Dental	O
38491	3/5/25	AW	\$10.34	Delta Dental	O
38491	3/5/25	AW	\$7.90	Delta Dental	O
38491	3/5/25	AW	\$31.56	Delta Dental	O
38491	3/5/25	AW	\$179.89	Delta Dental	O
38492	3/5/25	AW	\$122.50	Designs by Dianna Ltd.	O
38493	3/5/25	AW	\$39.51	DEX Imaging	O
38494	3/5/25	AW	\$131.14	Enbridge Gas Ohio	O
38494	3/5/25	AW	\$157.47	Enbridge Gas Ohio	O
38494	3/5/25	AW	\$654.35	Enbridge Gas Ohio	O
38495	3/5/25	AW	\$237.56	First Energy	O
38495	3/5/25	AW	\$1,202.42	First Energy	O
38495	3/5/25	AW	\$120.95	First Energy	O
38496	3/5/25	AW	\$1,393.31	Fisher Auto Parts	O
38497	3/5/25	AW	\$58.50	Geauga County Maple Leaf	O
38498	3/5/25	AW	\$156.36	Geauga County Treasurer	O
38499	3/5/25	AW	\$1,400.00	Hess & Associates	O
38500	3/5/25	AW	\$415.01	Kimball-Midwest Inc.	O
38501	3/5/25	AW	\$177.50	Newbury Technologies	O
38502	3/5/25	AW	\$2,264.04	Ohio CAT	O
38503	3/5/25	AW	\$300.00	Patsy Keyes	O
38504	3/5/25	AW	\$313.67	Star2Star Communications LLC	O
38504	3/5/25	AW	\$134.43	Star2Star Communications LLC	O
38505	3/5/25	AW	\$38.40	Sunrise Springs Water Co. Inc.	O
38505	3/5/25	AW	\$9.00	Sunrise Springs Water Co. Inc.	O
38506	3/5/25	AW	\$91.53	Turney Home and Auto	O
38507	3/5/25	AW	\$1,847.13	Ullman Oil Company	O
38508	3/5/25	AW	\$7.78	VSP	O
38508	3/5/25	AW	\$2.97	VSP	O
38508	3/5/25	AW	\$96.67	VSP	O
38508	3/5/25	AW	\$2.96	VSP	O
38508	3/5/25	AW	\$2.30	VSP	O
38508	3/5/25	AW	\$9.21	VSP	O
38508	3/5/25	AW	\$52.02	VSP	O
38509	3/5/25	AW	\$16.20	Waste Management of Ohio Inc.	O
38510	3/5/25	AW	\$4,735.50	Winter Equipment Compnay	O
			\$72,040.56	TOTAL PAYMENTS	

Mr. Skomrock asked if any final questions.

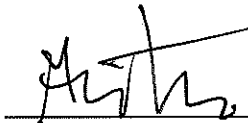
Mr. Skomrock moved to enter into executive session at 8:45 p.m., pursuant to ORC 122.22G3 (pending or imminent litigation).

- Mr. Tropf seconded the motion.
- Voice vote: Three ayes.
- Out of executive session at 8:56p.m., no action taken.

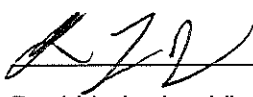
Mr. Skomrock motioned to adjourn and Mr. Lair seconded the motion. Meeting was adjourned at 8:57p.m. by unanimous vote.



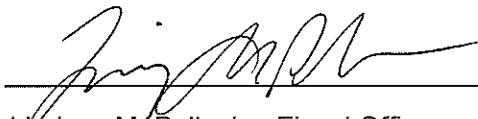
William Skomrock, Jr. - Chairman



Gregory Tropf - Trustee



David Lair, Jr. - Vice Chairman



Lindsay M. Pollock - Fiscal Officer