

RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 7:01 p.m., April 2, 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:

Ken Fagan	Fire Chief	Lindsay Pollock	Fiscal Officer
Kelly Graham	West G Sports Federation	William Rivera	Resident, Knight's Baseball
Scott Kohler	BZA Alternate	Brad Schultz	Knight's Baseball
Frank Kolk	Zoning Inspector	Kathy Shimer	250 Ohio
Emma MacNiven	Geauga County Maple Leaf	Luke Short	Knight's Baseball
Phil Paradise, Jr	Resident	Doug Zipperman	Road Superintendent

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

Public Comment

- Kathy Shimer (America 250 Ohio) – Ohio is celebrating the country's 250th anniversary. The Commissioners are registered for Geauga County, asking Townships to participate in some capacity. Every month in 2026, there is a different theme. Geauga County's planning meetings are every 3rd Wednesday at library admin building in Ravenwood. Seems like many townships are planning something around July 4th holiday. Ms. Shimer is happy to help with Newbury's plans, but can't lead personally. Destination Geauga newsletter will be promoting.
- Kelly Graham (West Geauga Sports Federation) came to discuss use of Newbury's field 2 for youth baseball practices M-F, 5-8pm and games M, W evenings amongst 12 teams. West G Sports Fed will do all maintenance, insurance, etc. and willing to donate, provide port-a-potty, etc. Only concern is meeting the AED standard. Mr. Skomrock will touch base with Russell Twp to confer on how they've handled. Mr. Skomrock provided field agreement and hold harmless agreement, and asked for insurance to list us as additional insured.
- Mr. Skomrock addressed the fact that those present with interest in the ballfields would have to agree to share. There are four fields, fifth isn't usable (fourth is debatable – per Knights baseball). Field 1 – High school field, Field 2 – closest to parking lot (West G wants), Field 3 – pony field, Field 4 – mess w/ trees (probably at least \$20k to get in order), Field 5 – soccer field, old football practice (unusable), also, one at Oberland – not currently usable.
- Luke Short – VP Knights baseball stated Knights Baseball used fields 1 and 3 last season, wanted to also use field 2 this coming season. IOC (losue) Landscaping helped last year with field prep and did a great job. Mr. Short raised an issue with ruts in field 2, so Trustees agreed they will look at left field and likely repair internally, but may contact IOC Landscaping for other field work (potentially field 4). Mr. Skomrock provided field agreement and hold harmless agreement, and asked for insurance to list us as additional insured.
- Mr. Skomrock mentioned that resident, Brett Munn wants field 2 end of July / early August for 6 nights only for a tournament. Ms. Graham noted and confirmed they would work it out.
- Mr. Skomrock noted that the property lease ends with West G in 2028 (3 seasons left) – haven't heard anything from West G school board, would like to do another 3-5 years, or perhaps consider purchasing the property. Conex box is there now – combination lock can be used / shared for storage.
- William Rivera – President of Knights org prefers storage shed / container just for Knights baseball. Mr. Rivera is also concerned about maintenance of the fields, subleasing, etc. Knights runs 12 teams. Ms. Graham agreed that would be best to have a lockbox for each field with each group's own equipment.

Fire Department Update:

- 285 YTD calls. 104 in March and 3 so far in April, well above prior average.
- Sign outside station – zoning to confirm size and any other requirements – Zoning Inspector Frank Kolk is in attendance, said he'd circle back tomorrow.

Road Department Update:

- Fire extinguishers have been serviced
- Resident issue on View Dr. – Mr. Tropf / Mr. Zipperman have been in touch and told resident that the township will circle back once it dries up (Mr. Tropf to follow up again).
- Cemetery paving: received 2nd estimate for Munn's driveway (Hazen \$37k without chip and seal and GAR \$39k with chip and seal). Morton driveway (GAR) \$20k. Trustees agreed to obtain additional quote with bump out for turnaround.
- Mr. Zipperman called salt company, no quotes yet but think it will be around \$55/ton (about \$10/\$12 higher than our current price) – have room for 200-250 tons to fill our space. Mr. Tropf moved to approve the additional purchase of salt as proposed and for Mr. Zipperman to be able to sign the agreement once it comes in and Mr. Skomrock seconded. Voice vote: three ayes.

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- Bentleyville is selling used leaf vac on govdeals with starting bid of \$1k. Mr. Skomrock moved to approve up to \$1200 for the purchase of the leaf vac and Mr. Tropf seconded. Voice vote: three ayes.
- Mr. Zimmerman confirmed that they are taking care of brush for lot clearing, stumps, etc.
- Trustees reviewed contract from Scape-Abilities for Fire Station, Legion Hall, Town Hall, Veterans' Memorial Park landscaping. Mr. Skomrock moved to accept the bid as presented and Mr. Lair seconded. Voice vote: three ayes.
- Trustees reviewed agreement from H&M Landscaping for turf fertilization for Oberland Park. Mr. Tropf moved to accept proposal as presented and Mr. Lair seconded. Voice vote: three ayes. Mr. Tropf will ask about the playground there too as we need to extend tie out at end of slide and also get chips for surface.

Fiscal Officer's Update:

- Minutes from the March 19th regular meeting were presented. Fiscal Officer sent drafts to the Trustees for review prior to the meeting. Mr. Skomrock moved to approve the minutes as presented and Mr. Tropf seconded the motion. Voice vote: Three ayes.
- March Financials:

Prior Balance	\$ 3,975,943.78	Checking balance	\$ 192,280.64
Receipts	\$ 1,309,366.47	Star Ohio	\$ 4,387,940.86
Payments	\$ (707,409.99)	Outstanding checks	\$ (1,605.50)
Adjustments	\$ -	Adjustments	\$ (715.74)
Total Balance	\$ 4,577,900.26	Total Balance	\$ 4,577,900.26

- Ms. Pollock raised the topic of pay increases but since road employee wages were just adjusted in December 2024 and otherwise Cemetery Sexton and Zoning Inspector were just hired, they will pass on making any changes currently.
- **Resolution 20250402-01 Authorization to Remit Payment via ACH Medical Mutual of Ohio and VISA accounts** Mr. Lair moved to approve the resolution as presented and Mr. Tropf seconded. Voice vote: three ayes.
- Fiscal Officer asked to clarify who should have access to personal information in personnel files and trustees agreed they should be restricted to Fiscal Office and not handled by the Office Administrator.

Mr. Tropf's Update:

- BZA and Zoning Commission openings – need alternate for each – nothing rec'd so far.
- Miller Dodson report for Fire Station, haven't processed fully so need to review and compare to the prior.

Mr. Lair's Update:

- Meeting Milano 4/8, waiting on Stonehugger being in area for their estimates. Resident / BZA alternate, Mr. Kohler pointed out bills have come to his residence so could we update the billing address with contact. Mr. Lair confirmed he would follow up accordingly.
- Spectrum service to security cameras is in progress. Mr. Lair has a message to Eric Zirkle to connect with Tony at Spectrum to make sure particulars were accurate and can move forward.

Mr. Skomrock's Update:

- A friend approached Mr. Skomrock asking if the township is interested in having a farm market at Oberland Park. Would maybe be 7am-12pm Saturdays (school property where school building was). South Russell Village, Chardon square, Burton Chamber of Commerce all run markets. Mr. Skomrock to find out more details from contact.
- There were 246 calls to the sheriff from Newbury in Mar 2025 (odor investigations, welfare checks, traffic stops).
- Morton and Munn Cemeteries with Exscape Landscaping is all set to go, will be done before Memorial Day weekend.
- GreenFlush restroom – latest update from OH EPA is that it should not be regulated as public water system, therefore Ohio Dept Health private water rules, 3701.28.12C, minimum size of tank – 1000 gallons. Tank in design does not meet requirements. Mr. Skomrock filled out application to apply for variance, \$300 fee (must be rec'd 3 weeks before health board meeting, 4th weds of ea month). Micah W. from GreenFlush said he has a way to get around it if the variance isn't approved, would involve splitting the vault underneath restroom itself where there are 2500 gallons for sewage and 2200 gallons for water to flush toilets. Can split second compartment in two and have 1000-gallon and 1200-gallon tank where the tank with potable water would have UV system. 2-month delay and additional cost.
- Mr. Skomrock also mentioned the email from Jonathan Tiber for GCTA membership. The township will renew.

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Warrants approved prior to or at this meeting:

Number	Post Date	Type	Total Warrant Amount	Payee	Status
38530	4/2/25	AW	\$347.65	1st Ayd Corporation	O
38531	4/2/25	AW	\$1,421.54	Acquire Fire Protection, Inc.	O
38532	4/2/25	AW	\$149.38	Bradford Neal Machinery Inc.	O
38533	4/2/25	AW	\$18,181.25	Cargill, Incorporated	O
38534	4/2/25	AW	\$150.00	Cassidy Web Creations	O
38535	4/2/25	AW	\$1,740.90	Crafco, Inc.	O
38536	4/2/25	AW	\$693.91	Delta Dental	O
38537	4/2/25	AW	\$72.86	DEX Imaging	O
38538	4/2/25	AW	\$518.43	Enbridge Gas Ohio	O
38539	4/2/25	AW	\$234.00	Geauga County Maple Leaf	O
38540	4/2/25	AW	\$25.00	Green Vision Material	O
38541	4/2/25	AW	\$64.00	Geauga Feed & Grain Supply	O
38542	4/2/25	AW	\$70.00	Geauga County Township Association	O
38543	4/2/25	AW	\$66.46	Hans' Freightliner	O
38544	4/2/25	AW	\$330.00	Karlovec Media GRoup	O
38545	4/2/25	AW	\$300.00	Patsy Keyes	O
38546	4/2/25	AW	\$5.00	Ohio Treasurer of State	O
38547	4/2/25	AW	\$100.00	Patton Pest Control Co., Inc	O
38548	4/2/25	AW	\$160.00	Sagamore Companies	O
38549	4/2/25	AW	\$82.98	Sunrise Springs Water Co. Inc.	O
38550	4/2/25	AW	\$1,005.00	Treasurer of State of Ohio	O
38551	4/2/25	AW	\$139.89	Turney Home and Auto	O
38552	4/2/25	AW	\$841.16	Ullman Oil Company	O
38553	4/2/25	AW	\$366.25	Unique Paving Materials	O
38554	4/2/25	AW	\$201.54	VSP	O
38555	4/2/25	AW	\$300.00	Geauga Public Health	O
			\$27,567.20	TOTAL ALL PAYMENTS	

Mr. Skomrock asked if any final questions.

With there being none, Mr. Skomrock moved to enter into executive session at 8:55pm pursuant to ORC 121.22G1 (personnel matters). Mr. Tropf seconded the motion. Voice vote: three ayes.

Out of executive session at 9:21p.m., no action taken.

Mr. Skomrock moved to adjourn and Mr. Tropf seconded. Meeting was adjourned at 9:21p.m. by unanimous vote.



William Skomrock, Jr. - Chairman



Gregory Tropf - Trustee



David Lair, Jr. - Vice Chairman



Lindsay M. Pollock – Fiscal Officer