

## RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 4:00 p.m., January 15, 2025 at the Newbury Township Town Hall. Chairman Bill Skomrock, and Trustees Gregory Trof and David Lair, Jr. were in attendance.

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

- Mr. Lair seconded.
- Voice vote: Three ayes.
- Out of executive session at 5:38p.m., no decisions made.

The regular meeting was called back to order at 5:41p.m.

Also in attendance:

Ken Fagan	Fire Chief
Emma MacNiven	Geauga Maple Leaf
Lindsay Pollock	Fiscal Officer
Kaley Richard	Chagrin Valley Times
Doug Zimmerman	Road Superintendent

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

### Public Comment

- None.

### Fire Department Update:

- Fire Chief Fagan reported that last year there were 913 calls (792 in 2023), this year 43 so far in January 2025.
- AC units and air exchangers are underneath the overhang at the Fire Station, so encased in ice.
  - DS Architecture (Eric) and Brett (Infinity Construction) – 11-month warranty so Chief Fagan met with them and brought to their attention.
  - Gutters also have ice buildup- in the new and old section.
  - Mr. Trof will call and follow up with DS Architecture.

### Road Department Update:

- John Deere dealer said tractor delivery is pushed back to end of April / beginning of May.
- Quote obtained for shed roof to salt shed building – RAM Construction \$21,200.
- Legion Hall inspection was completed.
  - Preliminary thoughts are that the building is pretty sound, repairs can be made. Mr. Zimmerman and the Trustees were not sure repairs would make sense financially however.
  - The Miller Dodson report for the building may have estimated valuation for the building to be reviewed.
- Mowing – Mr. Skomrock confirmed that several townships in Geauga outsource their cemetery and park mowing.
  - Obtained copy of RFP from Munson, can edit to use for Newbury. Mr. Skomrock will prep RFP for Feb 19 meeting.
- BWC – training by 31<sup>st</sup> to be done as well as site evaluations (hazards) – other Trustees to take on in Mr. Skomrock's absence (out of town).
  - Ms. Pollock to email George from PERRP to ask for extension due to vacations and plowing needs.

### Fiscal Officer's Report:

- Minutes from the January 8th regular meeting were presented.
  - Fiscal Officer sent drafts to the Trustees for review prior to the meeting.

## RECORD OF PROCEEDINGS

- Mr. Tropf motioned to approve the minutes as presented. Mr. Lair seconded the motion.
- Voice vote: Three ayes.
- Ms. Pollock advised that meeting dates and Oberland Park rentals have been put on the online calendar for reference.
- Positive Pay is up and running with Middlefield Bank – to help mitigate potential fraud.
- Various issues are outstanding with Paychex and have not had any response from our support representative. Ms. Pollock has escalated and hopes to have resolutions soon.

### Mr. Tropf's Update:

- Tri Board meeting – 3/8 or 3/15
- Mr. Tropf motioned to renew the appointment of Steve Boughner to the Zoning Commission and Mr. Lair seconded the motion.
  - Voice vote: three ayes.

### Mr. Lair's Update:

- The lease agreement for Oberland Park is going to our APA for review.
- NOPEC grant was awarded. \$11,584 for 2025 (energize grant)

### Mr. Skomrock's Update:

- After interviews with two road position applicants and two zoning position applicants, Mr. Skomrock motioned to offer FT positions in the road department to Nicholas Priem and Shane Gregory.
  - Mr. Tropf seconded the motion.
  - Voice vote: three ayes.
- Mr. Skomrock attended the Park Board meeting to discuss Oberland restroom.
  - According to the EPA, the 125-gallon potable water storage tank now has to be 1000-gallon potable water storage tank. Green Flush and Hess Group are discussing.
  - Also mentioned potential parking lot expansion at Oberland Park to west of where restroom is going to go and the Park Board was in favor.
  - Tree trimming and spotted bat – conflicting guidelines. Will ask Mark Fritch about excavating for it and parking area as well – Ziegler Earthworks. Wayne Mansfield may do tree trimming.
- ODNR – email with additional contract – 10 pages – forwarded to APA and Trustees, waiting on “okay” to proceed with.
- Mr. Skomrock passed out cemetery rates for Bainbridge Twp. for reference. They charge for all burials, resident or not.
- BWC form regarding John Mansfield's responsibilities to be completed.
- Mini split – Town Hall AC – yellow jacket had best warranty – maybe get new quote? Mr. Skomrock to follow up.

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

Number	Post Date	Type	Total Warrant Amount	Payee	Status
6-2025	1/10/25	CH	\$25.00	Middlefield Banking Company	O
7-2025	1/10/25	CH	\$15.40	Medical Mutual Of Ohio	O
8-2025	1/13/25	CH	\$2,693.47	Medical Mutual Of Ohio	O
9-2025	1/14/25	CH	\$13.80	Medical Mutual Of Ohio	O
38430	1/15/25	AW	\$286.43	1st Ayd Corporation	O
38431	1/15/25	AW	\$4,114.21	Cargill, Incorporated	O
38432	1/15/25	AW	\$2,875.00	Chagrin River Watershed Partners	O
38433	1/15/25	AW	\$1,160.91	Cintas Corp.	O
38434	1/15/25	AW	\$2,150.44	First Energy	O
38435	1/15/25	AW	\$99.99	Spectrum Business	O

## RECORD OF PROCEEDINGS

Number	Post Date	Type	Total Warrant Amount	Payee	Status
38436	1/15/25	AW	\$30.00	T-Mobile	○
38437	1/15/25	AW	\$1,361.12	Ullman Oil Company	○
38438	1/15/25	AW	\$1,475.56	VISA	○
38439	1/15/25	AW	\$961.99	Fisher Auto Parts	○
			<b>\$17,263.32</b>	<b>TOTAL PAYMENTS</b>	

Mr. Skomrock asked if any final questions.

Mr. Tropf motioned to enter into executive session at 6:53p.m., pursuant to ORC 121.22G3 (pending or imminent court action).

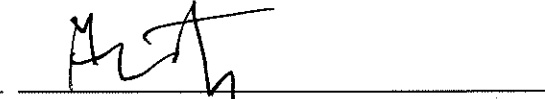
- Mr. Skomrock seconded.
- Voice vote: Three ayes.
- Out of executive session at 7:15p.m., no decisions made.

The regular meeting was called back to order at 7:15p.m.

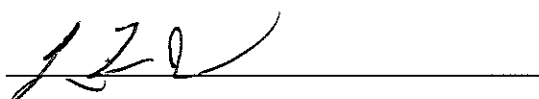
Mr. Skomrock motioned to adjourn and Mr. Lair seconded the motion. Meeting was adjourned at 7:16p.m. by unanimous vote.



William Skomrock, Jr. - Chairman



Gregory Tropf - Vice Chairman



David Lair, Jr. - Trustee



Lindsay M. Pollock - Fiscal Officer