

## RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 4:01 p.m., January 8, 2025 at the Newbury Township Town Hall. Chairman Bill Skomrock, and Trustees Gregory Tropf and David Lair, Jr. were in attendance.

Also in attendance:

|               |                             |                 |                     |
|---------------|-----------------------------|-----------------|---------------------|
| Tim Charvat   | Resident                    | Emma MacNiven   | Geauga Maple Leaf   |
| Jim Lang      | Resident, Zoning Commission | Lindsay Pollock | Fiscal Officer      |
| Kaley Richard | Chagrin Valley Times        | Doug Zipperman  | Road Superintendent |
| Lynn Lang     | Resident                    |                 |                     |

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

- Minutes from the December 30th 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.
- Mr. Skomrock turned the meeting over to the Fiscal Officer as presiding officer.
  - Ms. Pollock took nominations for Chair of the Board of Trustees.
  - Mr. Skomrock was nominated.
  - No further nominations.
  - Voice vote to elect Mr. Skomrock as Chair: Three ayes.
- Ms. Pollock turned the meeting back to newly elected Chair, Mr. Skomrock.
  - Mr. Skomrock took nominations for Vice Chair of the Board of Trustees.
  - Mr. Lair was nominated.
  - No further nominations.
  - Voice vote to elect Mr. Lair as Vice Chair: Three ayes.
- Confirmation of areas of responsibility:
  - Mr. Tropf – BZA / Zoning Commission, Fire Dept
  - Mr. Lair – Cemetery, Parks, NOPEC
  - Mr. Skomrock – Roads, School, Chagrin River Watershed Partnership (CRWP), Sheriff's Office
- Voice vote to reappoint Doug Zipperman as Road Superintendent: Three ayes.
- Vacant – zoning inspector, admin / cemetery sexton.
- Voice vote to reappoint Ken Fagan as Fire Inspector: Three ayes.

### Public Comment

- None.

### Fire Department Update:

- No report – absent.

### Road Department Update:

- Tractor – tentatively scheduled for February delivery
- Mr. Zipperman spoke with the engineer's office about Stone Rd and questions they raised about the edge lines. Trustees discussed and agreed to keep edge lines.
  - Further concern was raised with cross over towards Bass Lake – pond drains into. 24" pipe is undersized, should be 36" resulting in drainage issues with the pond. Trustees agree to ask the County Engineer's office to work on solution.
  - Cross over at restful lake side – good working order.
- The new truck is in but had issue with wiring between truck and trailer so will have that looked at.
- Mr. Skomrock spoke with Mr. Zipperman regarding the required BWC training to be done by Jan 31 along with site hazard evaluations.
  - Mr. Zipperman confirmed that the flashers have been ordered and received for the mower and will be installed before cutting season.
  - Mr. Zipperman to obtain price on 12" tile to tile front of Oberland Park.

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### Fiscal Officer's Report:

- **December Bank Reconciliation**

|                      |                              |                      |                              |
|----------------------|------------------------------|----------------------|------------------------------|
| Prior Balance        | \$3,507,155.05               | Checking balance     | \$190,170.67                 |
| Receipts             | \$383,099.05                 | Star Ohio            | \$3,075,134.27               |
| Payments             | (\$627,385.17)               | Outstanding checks   | (\$2,436.05)                 |
| Adjustments          | -0.04                        |                      |                              |
| <b>Total Balance</b> | <b><u>\$3,262,868.89</u></b> | <b>Total Balance</b> | <b><u>\$3,262,868.89</u></b> |

- **Resolution 20250108-01 Authorization to Create New Accounts**

- Mr. Tropf motioned to approve the resolution as presented. Mr. Lair seconded the motion.
- Voice vote: Three ayes.

### Mr. Tropf's Update:

- 4pm 1/15 – interviews scheduled Road (2) / Zoning (2) / Sexton/Admin (hopefully 1), regular meeting to follow.
  - Ads put in Maple Leaf for zoning and sexton / admin – will add road positions and part time seasonal twp. property maintenance.
  - Will also put in notice to Hugh for township website.
- The Trustees discussed a resident inquiry claiming a snow plow hit and damaged her garbage can. The Trustees agreed that we can rely on our road staff to report any incidents. If they hit something (mailbox, etc.), then the township will take responsibility. However, if the weight of the snow causes damage, the township should not be responsible.

### Mr. Lair's Update:

- Spectrum will reach out to our Fiscal Officer for billing details related to Wi-Fi for the security cameras.
- Mr. Lair is planning to review camera angles with Zirkle Tech when Spectrum comes out to install Wi-Fi.
- Mr. Lair spoke with Todd regarding sugaring – liability insurance and hold harmless agreement needs to be added to contract and then Mr. Lair will pass to our APA for review. Once APA okays, then we can have Trustees sign.
  - Todd confirmed there will be no tapping this year as they are focused on getting the area cleaned up and then will start in 2026.
  - Will be 6-year lease same as last time.
- The Trustees discussed putting a small parking area on north side of Oberland park, west of the new bathroom near the pavilion. Perhaps there will be grindings available from Shadowood paving to be used.
  - Per Mr. Skomrock we will have to wait until after March 1<sup>st</sup> (when bats leave) before cutting trees where restroom needs to go.
  - Park Board – will they be okay to clear trees / dig excavation. To be discussed.

### Mr. Skomrock's Update:

- Mr. Skomrock will be away Jan 23 until the first week of February.
- Mr. Skomrock confirmed Jan 15<sup>th</sup> –interviews 4pm start, regular meeting to follow.
- John Mansfield's injuries may prevent him from coming back, we need to consider someone to help maintain cemeteries and parks with mowing. Subbed out one year to landscaper – did not work well.
  - Need back up plan – ask for bids from landscaping companies. Mr. Skomrock to call papers and ask to see if they will word something for us.
- Sheriff's report – 183 calls in Dec 2024.
- Architectural plans for Green Flush facility at Oberland Park
  - Micah Wirhol is now our assigned project manager
  - Mr. Skomrock will take drawings to Park Board and see if they have any questions.
  - Green Flush will submit to Geauga County for permits, etc.
- CRWP Inc. annual dues \$2875
  - Mr. Skomrock motioned to move ahead with CRWP membership and Mr. Tropf seconded the motion. Voice vote: three ayes.

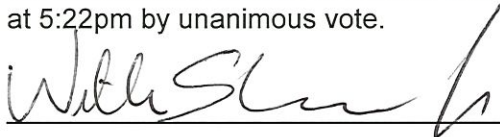
## RECORD OF PROCEEDINGS

## Warrants approved prior to or at this meeting:

| Number | Post Date | Type | Total Warrant Amount | Payee                              | Status |
|--------|-----------|------|----------------------|------------------------------------|--------|
| 1-2025 | 1/7/25    | CH   | \$21.31              | Medical Mutual Of Ohio             | O      |
| 2-2025 | 1/3/25    | CH   | \$8,620.64           | PXC, Inc.                          | O      |
| 3-2025 | 1/3/25    | CH   | \$1,410.66           | PXC, Inc.                          | O      |
| 4-2025 | 1/6/25    | CH   | \$159.96             | PXC, Inc.                          | O      |
| 5-2025 | 1/7/25    | CH   | \$185.00             | Ohio Public Empl. Def. Comp. Pro.  | O      |
| 38410  | 1/8/25    | AW   | \$212.50             | Aris Company                       | O      |
| 38411  | 1/8/25    | AW   | \$1,153.60           | Ascendance Trucks Midwest, LLC     | O      |
| 38412  | 1/8/25    | AW   | \$504.01             | CCP Industries, Inc.               | O      |
| 38413  | 1/8/25    | AW   | \$6.46               | ComDoc, Inc.                       | O      |
| 38414  | 1/8/25    | AW   | \$1,891.09           | Countryside Truck Service, Inc.    | O      |
| 38415  | 1/8/25    | AW   | \$51.79              | DEX Imaging                        | O      |
| 38416  | 1/8/25    | AW   | \$597.65             | Enbridge Gas Ohio                  | O      |
| 38417  | 1/8/25    | AW   | \$1,197.72           | First Energy                       | O      |
| 38418  | 1/8/25    | AW   | \$64.00              | Geauga County Township Association | O      |
| 38419  | 1/8/25    | AW   | \$68.25              | Geauga County Maple Leaf           | O      |
| 38420  | 1/8/25    | AW   | \$85.96              | Hans' Freightliner                 | O      |
| 38421  | 1/8/25    | AW   | \$300.00             | Patsy Keyes                        | O      |
| 38422  | 1/8/25    | AW   | \$39.20              | Mike Joyce                         | O      |
| 38423  | 1/8/25    | AW   | \$1,090.30           | Ohio CAT                           | O      |
| 38424  | 1/8/25    | AW   | \$11,280.00          | SOMRACK ROOFING                    | O      |
| 38425  | 1/8/25    | AW   | \$448.10             | Star2Star Communications LLC       | O      |
| 38426  | 1/8/25    | AW   | \$42.00              | Sunrise Springs Water Co. Inc.     | O      |
| 38427  | 1/8/25    | AW   | \$26.78              | Tractor Supply Co.                 | O      |
| 38428  | 1/8/25    | AW   | \$2,147.22           | Ullman Oil Company                 | O      |
| 38429  | 1/8/25    | AW   | \$15.99              | Waste Management of Ohio Inc.      | O      |
|        |           |      | <b>\$31,620.19</b>   |                                    |        |

Mr. Skomrock asked if any final questions.

Mr. Skomrock motioned to adjourn and Mr. Lair seconded the motion. Meeting was adjourned at 5:22pm by unanimous vote.



William Skomrock, Jr. - Chairman



Gregory Tropf - Vice Chairman



David Lair, Jr. - Trustee



Lindsay M. Pollock - Fiscal Officer