

## RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 6 p.m., June 5, 2024 at the Newbury Township Town Hall. Chairman Bill Skomrock, and Trustees Greg Trof and David Lair, Jr. were in attendance.

Also in attendance:

C.D. Boyd	Resident
Ken Fagan	Fire Chief
Kyle Earlywine	Green Flush Restrooms
Ken Fagan	Fire Chief
Mark Fritsch	Park Board
Jim Lang	Resident
Lynn Lang	Resident
Wayne Mansfield	Park Board
Francine Nardolillo	Resident
Lindsay Pollock	Fiscal Officer
Linda Retych	Resident
Tom Retych	Resident
David Somrack	Resident
Jim Stefancin	Park Board
Deion Turman	Green Flush Restrooms
Allison Wilson	Geauga Maple Leaf
Doug Zipperman	Road Superintendent

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

### **Green Flush video call:**

- Mr. Turman and Mr. Earlywine (Representatives of Green Flush Restrooms) attended via zoom to discuss the Silverton base model restroom the Trustees are looking into for Oberland Park.
- Various details were reviewed.
  - Style of building
  - Location of component parts
  - Water storage, sterilization, testing, capacity
  - Metal roof to match what's there (gable roof)
  - Three seasons (lock in winter)
- Looks like estimated total cost will be around \$290k, but there may be tweaks to this estimate.
- Silverton - around 70k lbs
- 30 days to put together guaranteed quote, and then it is good for 30 days after that

### **Fire Department Update:**

- Fire Chief Fagan shared that there have been 14 calls this month (71 in May) and 353 year-to-date.
- The Fire Department has several good candidates and met last night to review. There will be about a two-month lead time before hiring (order gear, etc.).
- Outstanding issue from January 26, 2024 fire at L&S Development & Storage – there was some question about insurance with Van Curen Tree Services next door. It was mentioned that we can have someone fix / fill in / roll / seed at Van Curen's property.
- Landscaping at Fire Station has started.
- Scape-Abilities sprayed a couple weeks ago.
- Ms. Belinda Fagan, Fire Dept administrator working on BWC coverage.
- Miller Dodson (capital reserve consultants) came through the building, will come back in a month with report.

## RECORD OF PROCEEDINGS

### Road Department Update:

- Dave Somrack has quote on back steps, recommends using an aluminum railing, scheduling 6-8 weeks out.
  - Treated lumber
  - Trex, poles wrapped in azek, treads would be trex
- Another quote for all metal coming
- Culvert repair recommendation email received from the County Engineer - Mr. Zimperman thinks we can do all of them.
- Legion Hall front deck and ramp should be painted, will contact Dennis Pavella.
- Clean up day was slow but steady. Mr. Zimperman confirmed they are on their 8<sup>th</sup> dumpster as of today.
  - Senior pickup – some cancellations we didn't know about and some people were not ready, but did complete 141 pickups for seniors.
- Geauga-Trumbull waste changing vendors this week.
- Mr. Skomrock mentioned the bids for Pekin Rd, Chagrin Woods and Country River have come in. Ronyak came in the lowest. There were four companies that bid – Ronyak Paving, Inc., Karvo Companies LLC, Cole Burton Cont LLC, and Phillips Paving LLC.
  - Since OPW grant is awarded in July, the Trustees can't vote on bid until after that is completed.
  - Grant should be around \$400,000.
- OPW representative for Lake, Portage, Geauga is up to be filled. PJ Cavanaugh is our rep in Geauga unless we want to put up another candidate.
  - Mr. Skomrock motioned to re-nominate PJ Cavanaugh to the position. Mr. Trof seconded
  - Voice vote: Three ayes.

### Fiscal Officer's Report:

- Minutes from the May 15<sup>th</sup> regular meeting and the May 18<sup>th</sup> 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. Trof seconded the motion.
  - Voice vote: Three ayes.
- May Bank Reconciliation:
 

Receipts	\$70,331.76
Payments	\$258,526.89
Checking balance	\$194,849.33
Star Ohio	\$4,078,250.65
Outstanding checks	(\$27,286.00)
Total Balance	\$4,245,813.98

  - Trustees reviewed and signed acknowledging receipt of financial statements.
- **Resolution 20240605-01**  
Resolution to rescind resolution 20240403-02 due to clerical errors and omission
  - Mr. Trof motioned to adopt the resolution as presented. Mr. Lair seconded.
  - Voice vote: three ayes.
- **Resolution 20240605-02**  
Fund Transfer and Supplemental Appropriations
  - To transfer funds from the Fire Fund to the Debt Service Fund to pay the first installment payment on the loan taken for the Fire Department building renovation and addition.
  - To appropriate additional amounts to the Debt Service Fund principal and interest accounts as well as to the Fire Fund transfers out account.
  - Mr. Trof motioned to adopt the resolution as presented. Mr. Lair seconded.
  - Vote vote: three ayes.
- Ms. Pollock announced the extended OH sales tax holiday this year.
- The budget hearing timing was discussed and Ms. Pollock is to follow up with the Maple Leaf accordingly.

## RECORD OF PROCEEDINGS

- Paychex HR contact has gotten in touch with Ms. Pollock and would like to meet regarding needs for a written safety program. Mr. Skomrock to follow up.

### Mr. Tropf's updates:

- No Report.

### Mr. Lair's Update:

- Quote for back door lock received from G&L Locksmiths for \$420.45. It will be a combination lock and the current deadbolt and knob will be removed.
  - Mr. Lair motioned to accept the quote as provided. Mr. Tropf seconded.
  - Voice vote: three ayes.
- Mr. Lair received another quote for cameras by the dumpsters from D&L Communications.
  - Mr. Lair would like to obtain further quotes from RadioActive Electronics and Zirkle Tech LLC.
- A resident called to inquire about purchasing a burial plot for a headstone memorial only (no burial). Trustees all agreed this is okay.

### Mr. Skomrock's Updates:

- Sherriff's report – none received.
- June 19<sup>th</sup> is Juneteenth, so the next Trustees meeting will be June 18<sup>th</sup> at 5:30pm. There is a conflict with BZA that night, so the meeting has to be done by 7pm.
- GCTA July 10<sup>th</sup> meeting / dinner – Mr. Lair, Mr. Skomrock and Ms. Pollock to attend (Huntsburg).
- Jonathan Tiber – GCTA officer drafted letter to Ohio legislators regarding township zoning authority being retained and asked each Township to sign.
  - Mr. Skomrock motioned that Newbury Trustees and Fiscal Officer endorse the letter. Mr. Lair seconded.
  - Voice vote: three ayes.
  - Trustees and Fiscal Officer signed, Mr. Skomrock will return to Mr. Tiber.
- Vandalism reports - port o potty was trashed at Oberland Park – also the press box at the stadium was vandalized (call last week about it).
  - Mr. Tropf noted that Aris comes out on Mondays to service.
  - Mr. Tropf also called All American Portable Toilets to see about a second vendor to service.
  - Mr. Skomrock to check with Mark Richardson about keys to press box
    - West G has a key
    - We have a combination lock, number was given to whoever did work on the field
- Air conditioner in main meeting room is not working. Mr. Tropf said he will call about it.
- Mr. Zimperman mentioned that we need to ensure people / teams using baseball field don't leave brush piles all over.
- Ball clubs are requesting one bay in the bus garage to store supplies for summer. Trustees discussed that maybe West G's shed could be used instead? Mr. Tropf will check with Mark Richardson.
- Brett Munn wants to start a baseball league with five teams. Mr. Skomrock met with Knights Baseball and Mr. Munn to discuss timing and using the fields.
  - So far we haven't had a response from Tom Fitzsimmons who is working on the contracts for those using the athletic fields.

Jim Lang, Newbury resident, recounted his actions as they pertain to engine break noise in Newbury. There was a resolution in Newbury Township to restrict engine breaking within the Township limits, but it didn't seem to be getting enforced. Mr. Lang spoke with the Geauga County Sherriff's Office and the State Highway Patrol and they were receptive to Mr. Lang's concerns. They can enforce traffic control signs (no engine break) and are all now apprised of the situation.

## RECORD OF PROCEEDINGS

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

Number	Post Date	Total Warrant Amount	Payee	Status
38020	5/22/24	\$0.00	Newbury Tire	C
38034	6/5/24	\$956.86	Medical Mutual Of Ohio	O
38035	6/5/24	\$956.86	Medical Mutual Of Ohio	O
38036	6/5/24	\$45.71	Delta Dental	O
38037	6/5/24	\$15.55	VSP	O
38038	5/31/24	\$25,690.00	H&M Landscaping	O
38039	6/5/24	\$5.08	Ruth Cavanagh	O
38040	6/5/24	\$3,540.00	Charles E. Harris & Assoc. Inc.	O
38041	6/5/24	\$57.19	ComDoc, Inc.	O
38042	6/5/24	\$426.35	Delta Dental	O
38043	6/5/24	\$129.00	Designs by Dianna Ltd.	O
38044	6/5/24	\$70.01	DEX Imaging	O
38045	6/5/24	\$646.32	The Flag Store, LLC	O
38046	6/5/24	\$47.25	Geauga County Maple Leaf	O
38047	6/5/24	\$25.00	Green Vision Material	O
38048	6/5/24	\$408.93	Hans' Truck & Trailer Repair, Inc.	O
38049	6/5/24	\$375.00	Patsy Keyes	O
38050	6/5/24	\$492.60	Kimball-Midwest Inc.	O
38051	6/5/24	\$35.98	Marshall Power Equipment	O
38052	6/5/24	\$11,144.03	Medical Mutual Of Ohio	O
38053	6/5/24	\$68,650.58	Middlefield Banking Company	O
38054	6/5/24	\$68.00	Lindsay Pollock	O
38055	6/5/24	\$104.00	R.D. Jenkins Electric LLC	O
38056	6/5/24	\$139.94	VSP	O
38057	6/5/24	\$4,772.40	Winter Equipment Compnay	O
38058	6/5/24	\$180.00	Thomas Csepi	O
38059	6/5/24	\$716.25	H&M Landscaping	O
38060	6/5/24	\$180.00	John Omerza	O
38061	6/5/24	\$100.88	Sunrise Springs Water Co. Inc.	O
38062	6/5/24	\$948.00	Treasurer of State	O
38063	6/5/24	\$250.00	Greg J Tropf	O
38064	6/5/24	\$180.00	Jared Zipperman	O
38065	6/5/24	\$105.60	Leigh Orłowski	O
38066	6/5/24	\$471.66	Star2Star Communications LLC	O
38067	6/5/24	\$14.77	Waste Management of Ohio Inc.	O
		<b>\$121,949.80</b>	<b>Total Payments</b>	

Mr. Skomrock motioned to enter into executive session at 8:33pm, pursuant to ORC 121.22G3 (pending or imminent litigation). Mr. Tropf seconded.

- Voice vote: Three ayes.
- Out of executive session at 8:35pm.

No action taken. Mr. Skomrock motioned to adjourn and Mr. Tropf seconded the motion. Meeting was adjourned at 8:35 p.m. by unanimous vote.

---

William Skomrock, Jr. - Chairman

---

Greg Tropf - Vice Chairman

---

David Lair, Jr. - Trustee

---

Lindsay M. Pollock – Fiscal Officer