

RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 5:30p.m., June 18, 2024 at the Newbury Township Town Hall. Chairman Bill Skomrock, and Trustees Greg Tروف and David Lair, Jr. were in attendance.

Also in attendance:

Ken Fagan	Fire Chief
Jim Lang	resident
Lynn Lang	resident
Lindsay Pollock	Fiscal Officer
Allison Wilson	Geauga Maple Leaf
Doug Zipperman	Road Superintendent

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

Fire Department Update:

- Chief Fagan reported that the landscaping is progressing.
- Monthly financials from fire department were turned in by Belinda Fagan.
- They are still going through applications but have sent letters out to a few people with offers for employment. Some have accepted the offers, so now moving on to background checks.
- Fire Chief Fagan shared that there have been 47 calls this month and 386 year-to-date.
- Auburn Rd between Fairmount and Butternut is going to be closed for work being done for a few days next week.

Road Department Update:

- Mr. Zipperman said he is waiting on a quote for all metal before reviewing and evaluating all quotes for the Town Hall back steps repair.
- Safety Council – enrollment completed, payment being signed tonight
 - Moving meetings to Kent Geauga, partnership with Geauga Growth Partners, one next Friday.
- Stockton Gardens community is asking the Township to repair driveways but Mr. Zipperman confirmed it's not the Township's responsibility but rather the HOA's
- The road crew is working on various ditching and pipe replacements requested by the County Engineer's office.
- A resident called again about his front yard – ditch comes through his front yard, says it floods every time it rains off Pekin (had called about a year ago).
- Received complaints from residents on Kimmeridge Trail regarding the bumps on their road
- One job application was received from a person without their CDL. We may need to proceed and take responsibility to train them for CDL as they are willing.
 - Payback for CDL - \$1/hr over 4 years
 - Mr. Skomrock will review applications too – in Mr. Zipperman's mailbox
- Putting a no camping sign at the end of the parking lot.
- Light on post at the park – can use extra circuit and get a new LED fixture to install
 - Rewire flood lamp that illuminates flags in Veteran's Park
 - Mr. Skomrock motioned to move ahead with a new LED fixture. Mr. Tروف seconded.
 - Voice vote: three ayes.
- The football field was starting to dry out because it's been so dry, so the soccer club playing there has rigged a sprinkler system from the well.
- Acquire Fire – one extra fire extinguisher is at the garage

Fiscal Officer's Report:

- No minutes to be voted on this meeting.

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- **Resolution 20240618-01**

Retirement Confirmation – R.R. Hollis

- Mr. Skomrock motioned to approve the resolution as introduced. Mr. Tropf seconded.
- Voice vote: three ayes.
- Paychex update
 - First payroll with Paychex will be July 3, need to do history loading between now and then.
 - Employee Handbook – will schedule a meeting with Paychex, Mr. Skomrock, Mr. Zimperman and Ms. Pollock
 - Safety manual – Mr. Skomrock was able to meet with Walter Friedlander of Paychex.
- In case people are celebrating the 4th early – moved July 3rd Trustees meeting to 5:30pm. Ms. Pollock to communicate for Township's website.

Mr. Tropf's updates:

- Mr. Tropf obtained a quote from Kobella Plumbing and Heating for the Town Hall air conditioning repair / replacement. They quoted to replace the existing unit and did a second quote to add the upstairs meeting room to the same exterior AC unit.
 - Mr. Tropf will obtain a second quote to compare.
 - In the meantime, picked up a window unit to be used to cover us in the heat.
- Mr. Tropf reported back from checking with West G and they advised that we can't offer use of the shed for storage to those using the athletic fields. However, he confirmed that we can have a key to the press box. We need another option for storage.
 - Add stipulation to contract that Tom is working on to clarify the responsibility around storage space
 - Mr. Tropf will look into other storage options
 - Old bus garage
 - Buy a small shed
 - Buy an enclosed container / pod with two way access
- Mr. Tropf or Mr. Lair will look into existence of an agreement with Les Ober who has sugaring equipment at Oberland Park.

Mr. Lair's Update:

- Quote for Town Hall back door lock
 - G&L have the parts on order
 - Mr. Lair will coordinate with Fiscal Officer and Cemetery Sexton when it is installed for training on site.
- Mr. Lair was able to obtain another quote for cameras by dumpsters
 - Zirkle Tech LLC quote came in, so compared Zirkle vs. D&L Communications
 - The Township has until the end of August (30th) to get this done with the existing grant funding.
 - Mr. Lair confirmed that by the next meeting he will hopefully have one more quote and would like to vote then.

Mr. Skomrock's Updates:

- Sherriff's report: 187 calls in the month of May
- Paychex – Mr. Skomrock mentioned and having met with Paychex to discuss the safety manual. Ms. Pollock will circle back with next steps.
- Mr. Skomrock got a call from District 99 Rep. Sarah Fowler Arthur to advise that she secured \$100k for Newbury Twp to use toward the restroom at Oberland Park (will be a press release) as a part of the Ohio State Capital Budget Grant.
- Green Flush Restrooms official estimate came back at \$286.6k.

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- Mr. Skomrock spoke with Dan and was told there are no permits needed at the county level only with the Ohio EPA. So, Mr. Skomrock will check with the OH EPA and report back.
- The Trustees discussed possible uses of remaining funds in the parks capital improvement fund that they anticipate will be available considering the quote coming back lower than expected.
 - Oberland Park driveway / parking lot extension
 - Brush hog for road dept, full behind / front mounted brush hog or implement on loader tractor
 - Attachment for the skid (brush hog implement) – Mr. Skomrock asked Mr. Zimperman to get quotes
- OTARMA risk assessment – Mr. Skomrock reviewed items 1-20 putting “in process, complete, etc.”
 - Asked Mr. Lair to do the same on items 21-end and Mr. Lair confirmed he’s working on it too.
- Tom Fitzsimmons came back with contract for athletic field agreements – need time to review, maybe next meeting the Trustees can discuss further.

Warrants approved prior to or at this meeting:

Number	Post Date	Total Warrant Amount	Payee	Status
37904	6/17/24	\$0.00	Cassidy Web Creations	C
38068	6/18/24	\$611.67	1st Ayd Corporation	O
38069	6/18/24	\$106.90	Acquire Fire Protection, Inc.	O
38070	6/18/24	\$192.50	Aris Company	O
38071	6/18/24	\$105.06	Bradford Neal Machinery Inc.	O
38072	6/18/24	\$150.00	Cassidy Web Creations	O
38073	6/18/24	\$2,253.41	Chagrin Oil & Gas Co. Inc.	O
38074	6/18/24	\$1,300.05	Cintas Corp.	O
38075	6/18/24	\$253.53	Dominion East Ohio Gas	O
38076	6/18/24	\$413.82	First Quality Power Place	O
38077	6/18/24	\$105.00	Geauga County Township Association	O
38078	6/18/24	\$300.00	Geauga Safety Council	O
38079	6/18/24	\$88.45	Hans' Truck & Trailer Repair, Inc.	O
38080	6/18/24	\$740.11	Hartville Hardware Inc.	O
38081	6/18/24	\$1,825.10	First Energy	O
38082	6/18/24	\$159.21	Fisher Auto Parts	O
38083	6/18/24	\$72.00	Geauga Feed & Grain Supply	O
38084	6/18/24	\$61.00	Green Vision Material	O
38085	6/18/24	\$65.00	Kobella Plumbing Heating Cooling Inc.	O
38086	6/18/24	\$82.26	Kimball-Midwest Inc.	O
38087	6/18/24	\$4,533.30	Morton Salt Inc.	O
38088	6/18/24	\$209.32	O'Reilly Equipment L.L.C.	O
38089	6/18/24	\$7.50	Leigh Orlovski	O
38090	6/18/24	\$450.00	R.D. Jenkins Electric LLC	O
38091	6/18/24	\$0.00	ScapeAbilities (John Suvak)	V
38092	6/18/24	\$99.99	Spectrum Business	O
38093	6/18/24	\$30.00	T-Mobile	O
38094	6/18/24	\$376.31	VISA	O
38095	6/18/24	\$256.68	West Geauga Local School District	O
38098	6/18/24	\$4,035.00	ScapeAbilities (John Suvak)	O
38098	6/18/24	\$242.11	ScapeAbilities (John Suvak)	O
38098	6/18/24	-\$4,277.11	ScapeAbilities (John Suvak)	O
38099	6/18/24	\$4,277.10	ScapeAbilities (John Suvak)	O
		\$19,125.27	Total Payments	

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Mr. Tropf motioned to enter into executive session at 6:40pm, pursuant to ORC 121.22G3 (pending or imminent litigation). Mr. Lair seconded.

- Voice vote: Three ayes.
- Out of executive session at 6:57pm.

No additional action taken

Mr. Lair motioned to adjourn and Mr. Tropf seconded the motion. Meeting was adjourned at 6:58pm by unanimous vote.

William Skomrock, Jr. - Chairman

Greg Tropf - Vice Chairman

David Lair, Jr. - Trustee

Lindsay M. Pollock – Fiscal Officer