

RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 7:01 p.m., July 17, 2024 at the Newbury Township Town Hall. Chairman William J. Skomrock, Jr., and Trustees Greg Tropf and David Lair, Jr. were in attendance.

Also in attendance:

Tim Charvat	Resident
Ken Fagan	Fire Chief
Francine Nardolillo	Resident
Lindsay Pollock	Fiscal Officer
Allison Wilson	Geauga Maple Leaf
Doug Zimperman	Road Superintendent

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

Fire Department Update:

- Fire Chief Fagan shared that there have been 72 calls in June and 45 calls this month so far. The department is on track to receive 800+ over the course of the year.
- 6 or 7 new hires have accepted employment pending completing physical and background checks.

Road Department Update:

- Steel stair quote came in – pricier, but also will last much longer.
 - Can do hot dip galvanized like at the Fire Station, and it looks really nice (gray / silver).
 - Aluminum was higher
 - Add \$7500 for concrete foundation (total would be \$50k)
 - Fiscal Officer reviewed unencumbered amounts and blanket certificates to cover and there is \$50k for Town Hall improvement of sites, but we would need to push replacing the AC in the building until 2025.
 - Mr. Tropf will follow up with vendor about traction / grip on steps for safety so table for now.
- Hershberger may start Am Legion roof ahead of August as had a cancellation.
- Busy with Pekin Rd prep, so don't have any quotes for mowers, tractors, etc.
- Mr. Skomrock mentioned he received an inquiry from the HOA at Chatham Glen about the speed limit in the development. The topic was referred to the County Engineer's office who conducted a traffic study and then made a suggestion to remove the speed limit signs as they are not required. After discussion of the various possible implications, the Trustees agreed to leave up the speed limit signs.
- Mr. Zimperman reported that the dust control at recycle center was done last week.

Fiscal Officer's Report:

- Minutes from the June 5th and the June 18th regular meetings 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. Lair seconded the motion.
 - Voice vote: Three ayes.
- **20240717-01 Resolution**
Requesting Address Recommendations From the Geauga County Engineer's Tax Map Department
 - Provided to Township from Geauga County Engineer's Office
 - Mr. Skomrock motioned to pass the Resolution as proposed and Mr. Tropf seconded
 - Voice vote: Three ayes.

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- **20240717-02 Resolution**
Supplemental Appropriations
 - To account for \$350,000 to be received from the Ohio Public Works Commission (OPWC) grant (revenue) and use of the grant (expense) towards the Pekin Rd. paving project.
 - Mr. Lair motioned to approve the resolution as presented and Mr. Skomrock seconded.
 - Voice vote: Two ayes as Mr. Tropf abstained.
- OTARMA renewal – final questions answered by Mr. Zimperman and provided back to OTARMA contact. Should have renewal shortly.
- Paychex update – first pay via Paychex went smoothly, second coming up this Friday. Staff should have access via FLEX. Employee Handbook is being worked on and will be linked to FLEX for easy access once updates are completed.

Mr. Tropf's updates:

- Town Hall Air Conditioning quotes – tabled, but Yellow Jacket was least expensive with best warranty.
- Oberland Park storage options – best could find through EVEON containers – tilt bed delivery service 8x20, single door (no double available)
 - Location – must be level, can make a level area at the gravel lot back by the baseball field. North end of football field
 - They take the “best” container available at the time of pickup, we can always paint if the color is not as desired (boy scouts?)
 - Mr. Tropf motioned to accept the quote from EVEON for \$2,074 as presented and Mr. Lair seconded.
 - Voice vote: Three ayes
 - Need to sort out lock situation – likely will use combination lock.

Mr. Lair's Update:

- Mr. Lair reported that he is finalizing the timing of the lock replacement of the back door at the Town Hall with G&L Locksmiths. It should be soon.
- Zirkle Tech added one more camera to their quote (east side of garage) – just waiting on timing to install.
 - Sign being made for cameras as well (NOPEC) so will come from Designs by Dianna.
- Mr. Lair also reported that Milano monuments is close to issuing estimate for next year's contract. They promised an updated price list soon.
 - Also talked to Stone Hugger. They are out of state but work mostly in OH and IN. Mr. Lair will meet with them to walk the cemeteries in the next month or two.
 - They have a minimum ~\$10k (or maybe less as we are smaller)
 - Will make a repair list after the walk through
 - We decide what we want to do and how much to spend
 - Then they come and do everything, do work on site and work until it's done
 - They would come once or twice a year
- Mr. Lair obtained a quote from Ziegler Earthworks to extend Oberland Park parking lot – quoted \$2200 (35 ft wide, 250 East to West).
 - Mr. Lair motioned to accept quote as presented and Mr. Tropf seconded.
 - Voice vote: Three ayes.
 - Mr. Lair mentioned it would be helpful to coordinate with Pekin Rd project.

Mr. Skomrock's Updates:

- Green Flush – waiting on permit to install and sewage tank management plan from Chip.
 - Mr. Skomrock asked for ballpark cost and timeframe but has not received a reply, so on hold.
 - Mr. Skomrock to go back to Green Flush and ask for their assistance to work through permitting issues so sale can be finalized.

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- Mr. Skomrock received quote from Dennis Pavella for American Legion deck, steps and ramp power wash and stain for \$1600.
 - Mr. Skomrock motioned to accept the quote as presented and Mr. Trof seconded.
 - Voice vote: Three ayes.
- Reminder to all staff and elected officials – there is a Fraud training required by Secretary of State.
- Mr. Skomrock confirmed that he emailed the risk management docs from Mr. Lair and himself to OTARMA and Becky (risk management consultant (KLA)).
- Field use agreement – Tom Fitzsimmons – Mr. Skomrock suggested that the Township go with the original proposed contract and adapt as needed.
 - Mr. Skomrock motioned to accept original contract without changes and Mr. Lair seconded. Along with Hold Harmless agreement.
 - Voice vote: Three ayes.
 - Mr. Skomrock also got a call from West G Baseball Federation wanting to play ball on fields.
 - Also Lacrosse team from Chardon wants to use old practice fields.
 - Perhaps Trustees should have a work session or a public meeting with one rep from each team.
 - Mr. Lair suggested doing a lottery, except the Knights would get first pick since they put investment into the fields.
 - The Trustees also discussed the creation of a Newbury Rec Board or getting West G rec board involved since they already handle these topics. Mr. Trof to follow up with West Geauga Rec.
 - Mr. Skomrock to ask Claridon Twp for info on how they handled.
- Geauga Drug and Alcohol consortium committee – should provide training regularly (1/year)
 - OTARMA should have video trainings – Fiscal Officer to inquire and track via tasks through Paychex.
 - OTARMA insurance – Fiscal Officer to inquire if Park Board can use township equipment on Township property. Perhaps they need to sign a waiver.

Good of the order

- Resident in attendance, Francine Nardolillo, asked if we can share the meeting agenda ahead of meetings so residents know what will generally be discussed.
- Trustees and Fiscal Officer discussed and agreed to try.
 - Mr. Skomrock to inquire with group for agenda items on the Friday or Monday before meetings, then post online either Monday or Tuesday before meetings.

Warrants approved prior to or at this meeting:

Number	Post Date	Total Warrant Amount	Payee	Status
38138	7/17/24	\$192.50	Aris Company	O
38139	7/17/24	\$1,091.59	Arms Trucking Co., Inc.	O
38140	7/17/24	\$2,060.14	Chagrin Oil & Gas Co. Inc.	O
38141	7/17/24	\$3.49	Chardon Oil Co.	O
38142	7/17/24	\$1,166.44	Cintas Corp.	O
38143	7/17/24	\$34.00	DEX Imaging	O
38144	7/17/24	\$65.90	Fisher Auto Parts	O
38145	7/17/24	\$6,500.00	G.A.R. Paving	O
38146	7/17/24	\$17.00	Gauga Feed & Grain Supply	O
38147	7/17/24	\$205.00	Green Vision Material	O
38148	7/17/24	\$10,276.00	H&M Landscaping	O
38149	7/17/24	\$310.57	Hans' Truck & Trailer Repair, Inc.	O
38150	7/17/24	\$2,569.00	Hazen Contracting, Inc	O
38151	7/17/24	\$2,174.08	First Energy	O
38152	7/17/24	\$456.86	Kimball-Midwest Inc.	O
38153	7/22/24	\$9,923.20	Medical Mutual Of Ohio	O

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Number	Post Date	Total Warrant Amount	Payee	Status
38154	7/17/24	\$21.65	Leigh Orłowski	O
38155	7/17/24	\$540.00	R.D. Jenkins Electric LLC	O
38156	7/17/24	\$625.40	ScapeAbilities (John Suvak)	O
38157	7/17/24	\$99.99	Spectrum Business	O
38158	7/17/24	\$74.98	Sunrise Springs Water Co. Inc.	O
38159	7/17/24	\$30.00	T-Mobile	O
38160	7/17/24	\$30.58	Turney Home and Auto	O
38161	7/17/24	\$342.56	VISA	O
38162	7/17/24	\$14.78	Waste Management of Ohio Inc.	O
38163	7/17/24	\$283.89	West Geauga Local School District	O
38164	7/17/24	\$1,921.88	Eric T Zirkle	O
		\$41,031.48		

Mr. Skomrock motioned to adjourn and Mr. Trof seconded the motion. Meeting was adjourned at 8:39pm by unanimous vote.

William Skomrock, Jr. - Chairman

Greg Trof - Vice Chairman

David Lair, Jr. - Trustee

Lindsay M. Pollock – Fiscal Officer