

The regularly scheduled meeting of Newbury Township Trustees was called to order at 7:00 PM, January 17, 2017, with Glen Quigley, Bill Skomrock and Jan Blair present.

Ms. Mansfield requested that the minutes from the January 4, 2016 regular meeting be approved as presented. Motion to accept the minutes as presented was made by Mr. Skomrock, 2<sup>nd</sup> by Ms. Blair and a unanimous affirmative vote by all.

Ms. Mansfield indicated that the fund 2904 they agreed to open in December for the sign grant had to be changed to 2901 due to UAN programming.

Ms. Mansfield presented Resolution 20170117-01 for permanent appropriations for 2017. Mr. Quigley asked that the Vets Park appropriation be changed to the full amount of remaining funds \$6,896.84 and tax collection fees be corrected/added. Motion to approve appropriations with corrections was made by Ms. Blair 2<sup>nd</sup> by Mr. Skomrock and a unanimous affirmative vote by all.

<b>Resolution 20170117-01</b>		
<b>Account Number</b>	<b>Newbury Twp 2017 Permanent Appropriation Account Name</b>	<b>2017 Appropriation</b>
<b>General Fund</b>		
1000-110-111-0000	Salaries - Trustees	\$35,114.00
1000-110-121-0000	Salary - Township Fiscal Officer	\$21,576.03
1000-110-131-0000	Salary - Administrator	\$10,500.00
1000-110-219-0000	Other - Employer's Retirement Contributions	\$10,800.00
1000-110-221-0000	Medical/Hospitalization	\$60,000.00
1000-110-229-0000	Other - Insurance Benefits	\$4,000.00
1000-110-230-0000	Workers' Compensation	\$5,500.00
1000-110-311-0000	Accounting and Legal Fees	
1000-110-312-0000	Auditing Services	
1000-110-313-0000	Uniform Accounting Network Fees	\$3,600.00
1000-110-314-0000	Tax Collection Fees	\$2,200.00
1000-110-315-0000	Election Expenses	\$3,800.00
1000-110-330-0000	Travel and Meeting Expense	\$750.00
1000-110-380-0000	Insurance and Bonding	\$8,000.00
1000-110-410-0000	Office Supplies	\$2,500.00
1000-110-599-0000	Other - Other Expenses	
1000-110-740-0000	Machinery, Equipment and Furniture	\$5,000.00
1000-120-190-0000	Other - Salaries	
1000-120-219-0000	Other - Employer's Retirement Contributions	
1000-120-323-0000	Repairs and Maintenance	\$10,000.00
1000-120-350-0000	Utilities	\$12,000.00
1000-120-490-0000	Other - Supplies and Materials	\$600.00
1000-120-590-0000	Other Expenses	
1000-120-730-0000	Improvement of Sites	\$55,000.00
1000-130-150-0000	Compensation of Board and Commission Members	\$1,200.00
1000-130-190-0000	Other - Salaries	\$26,000.00
1000-130-219-0000	Other - Employer's Retirement Contributions	\$4,400.00
1000-130-345-0000	Advertising	\$500.00
1000-130-490-0000	Other - Supplies and Materials	\$1,900.00
1000-130-590-0000	Other Expenses	\$1,800.00
1000-190-359-0000	Other - Utilities	\$3,500.00
1000-190-599-0000	Other - Other Expenses	\$25,000.00
1000-220-360-0000	Contracted Services	\$70,000.00
1000-310-360-0000	Contracted Services	\$20,000.00
1000-320-360-0000	Contracted Services	\$12,000.00
1000-410-190-0000	Other - Salaries	\$15,100.00
1000-410-219-0000	Other - Employer's Retirement Contributions	\$2,500.00
1000-410-323-0000	Repairs and Maintenance	
1000-410-740-0000	Machinery, Equipment and Furniture	
1000-610-590-0000	Other Expenses	\$ 20,000.00
	<b>Total General Fund:</b>	<b>\$454,840.03</b>
<b>MV License Tax Fund</b>		
2011-330-360-0000	Contracted Services	<b>\$ 53,600.00</b>

	<b>Gasoline Tax Fund</b>	
2021-330-360-0000	Contracted Services	
2021-330-420-0000	Operating Supplies	\$ 80,000.00
2021-330-720-0000	Buildings	\$ 113,000.00
	<b>Total MV License:</b>	<b>\$ 193,000.00</b>
	<b>Road and Bridge Fund</b>	
2031-330-190-0000	Other - Salaries	
2031-330-219-0000	Other - Employer's Retirement Contributions	
2031-330-221-0000	Medical/Hospitalization	
2031-330-229-0000	Other - Insurance Benefits	
2031-330-323-0000	Repairs and Maintenance	\$ 13,000.00
2031-330-350-0000	Utilities	\$ 13,000.00
2031-330-360-0000	Contracted Services	\$ 13,000.00
2031-330-380-0000	Insurance and Bonding	\$ 14,000.00
2031-330-490-0000	Other - Supplies and Materials	\$ 130,000.00
2031-330-590-0000	Other Expenses	\$ 500.00
<b>2031-330-720-0000</b>	Buildings	
2031-330-740-0000	Machinery, Equipment and Furniture	\$ 306,000.00
2031-390-314-0000	Tax Collection Fees	\$ 4,500.00
	<b>Total Road and Bridge:</b>	<b>\$ 494,000.00</b>
	<b>Cemetery Fund</b>	
2041-410-190-0000	Other - Salaries	
2041-410-219-0000	Other - Employer's Retirement Contributions	
2041-410-319-0000	Other - Professional and Technical Services	
2041-410-420-0000	Operating Supplies	
2041-410-430-0000	Small Tools and Minor Equipment	
2041-410-490-0000	Other - Supplies and Materials	\$ 1,000.00
2041-410-590-0000	Other Expenses	\$ 2,000.00
2041-410-730-0000	Improvement of Sites	
2041-410-740-0000	Machinery, Equipment and Furniture	
	<b>Total Cemetery:</b>	<b>\$ 3,000.00</b>
	<b>Fire Fund</b>	
2111-220-230-0000	Workers' Compensation	\$ 1,500.00
2111-220-360-0000	Contracted Services	\$ 250,000.00
2111-220-590-0000	Other Expenses	\$ 55,000.00
2111-390-314-0000	Tax Collection Fees	\$ 4,600.00
	<b>Total Fire Fund:</b>	<b>\$ 311,100.00</b>
	<b>Road Levy Fund</b>	
2141-330-190-0000	Other - Salaries	\$ 250,000.00
2141-330-219-0000	Other - Employer's Retirement Contributions	\$ 37,500.00
2141-330-221-0000	Medical/Hospitalization	\$ 52,000.00
2141-330-229-0000	Other - Insurance Benefits	\$ 5,500.00
2141-330-230-0000	Workers' Compensation	\$ 8,700.00
2141-330-360-0000	Contracted Services	\$ 487,000.00
2141-330-590-0000	Other Expenses	\$ 8,000.00
2141-330-790-0000	Other Capital Outlay/Buildings	
2141-330-740	Machinery, Equipment and Furn	
2141-390-314-0000	Tax Collection Fees	\$ 10,500.00
	<b>Total Road Levy:</b>	<b>\$ 859,200.00</b>
2901	<b>Sign Grant</b>	
	2901-330-490	\$ 12,168.09
	<b>Capital Improvement</b>	
4904-760-720	Buildings	\$ 6,896.84
4904-760-730	Improvement of Site	
	<b>Total Capital Improvement</b>	<b>\$ 6,896.84</b>
	<b>Total All Funds</b>	<b>\$2,387,804.96</b>

Mr. Fagan reported 32 calls for the Fire Department, for January and YTD 32.

Mr. Skomrock talked to Sheriff Hildebrand about our remaining police records and they indicated to contact the county records department to see if they could help with disposal this.

Mr. Zipperman reported for the Road Dept. that they have been doing some storm cleanup and water runoff maintenance. They did some cold patch on roads. They replaced some street signs that were missing. They will be working on truck repairs and road maintenance as weather permits.

Mr. Mansfield reported for the Park Board, they are working on the bicentennial.

Ms. Blair discussed the capital improvements, they are getting quotes for work space for the zoning department, the lighting is almost done, and Oberland park pavilion will be repaired soon.

Mr. Skomrock will be contacting Sheffield Monuments for a quote for repair of headstones.

The Trustees then reviewed parts of the Employee Handbook. Sections 1 through 3.4 were reviewed and suggestions were made for corrections.

**Warrants approved by signing prior to or at this Meeting:**

Warrant

Number	Date	Payee	Amount
1-2017	1/20/17	Joseph Colini	\$1,409.14
2-2017	1/20/17	Timothy H. Hegedus	\$754.25
3-2017	1/20/17	Randal O. Hollis	\$1,363.29
4-2017	1/20/17	Randal R. Hollis	\$676.75
5-2017	1/20/17	Michael J Joyce	\$66.48
6-2017	1/20/17	Timothy A. Mansfield	\$1,515.30
7-2017	1/20/17	Susan R Wagner	\$308.41
8-2017	1/20/17	Douglas J. Zipperman	\$1,715.10
32097	1/10/17	Patsy Keyes	\$275.00
32098	1/10/17	Universal Oil Inc.	\$40.50
32099	1/10/17	Bradford Neal Machinery Inc.	\$36.33
32100	1/10/17	Tractor Supply Co.	\$278.25
32101	1/10/17	Morton Salt Inc.	\$4,415.74
32102	1/10/17	Dominion East Ohio Gas	\$520.63
32103	1/10/17	First Energy	\$1,584.58
32104	1/10/17	Concord Road Equipment Mfg.	\$1,667.03
32105	1/10/17	Chagrin Oil & Gas Co. Inc.	\$2,029.13
32106	1/10/17	Kolsom Tires	\$1,160.00
32107	1/10/17	Hill Hardware Company, LLC	\$31.85
32108	1/10/17	Newbury Auto Parts	\$1,944.45
32109	1/10/17	Advance Auto Parts- HSBC Bus. Sol.	\$53.88
32110	1/10/17	Cintas Corp.	\$627.07
32111	1/10/17	Kimball-Midwest Inc.	\$1,048.76
32112	1/10/17	Turney Home and Auto	\$33.96
32113	1/10/17	Waste Management of Ohio Inc.	\$18.10
32114	1/10/17	Sunrise Springs Water Co. Inc.	\$94.00
32115	1/20/17	Ohio Public Employees Deferred Comp. Program	\$200.00
32116	1/20/17	Medical Mutual Of Ohio	\$129.16
32117	1/18/17	Mike Joyce	\$110.33
32118	1/18/17	Medical Mutual Of Ohio	\$5,248.67

**Purchase Orders approved by signing prior to or at this meeting:**

PO

Number	Date	Vendor	Amount
1-2017	1/1/17	Medical Mutual Of Ohio	\$8,000.00
1-2017	1/1/17	Medical Mutual Of Ohio	\$10,000.00

**Blanket Purchase Orders approved by signing prior to or at this meeting:**

PO

Number	Date	Vendor	Amount
1-2017	1/1/17	various	\$1,000.00
2-2017	1/1/17	various	\$300.00
3-2017	1/1/17	various	\$400.00
4-2017	1/1/17	various	\$1,500.00
5-2017	1/1/17	various	\$2,000.00
6-2017	1/1/17	various	\$500.00
7-2017	1/1/17	various	\$500.00
8-2017	1/1/17	various	\$400.00
9-2017	1/1/17	various	\$700.00
10-2017	1/1/17	various	\$2,000.00
11-2017	1/1/17	various	\$5,000.00
12-2017	1/1/17	various	\$2,500.00
13-2017	1/1/17	various	\$5,000.00
14-2017	1/1/17	various	\$800.00
15-2017	1/1/17	various	\$10,000.00
16-2017	1/1/17	various	\$4,000.00
17-2017	1/1/17	various	\$4,000.00
18-2017	1/1/17	various	\$50,000.00
19-2017	1/1/17	various	\$1,500.00
20-2017	1/1/17	various	\$2,000.00
21-2017	1/1/17	various	\$2,000.00

Motion to adjourn was made at 8:33 PM by Mr. Skomrock, and 2<sup>nd</sup> by Ms. Blair, and a unanimous affirmative vote by all.

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Glen Quigley - Chairman

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William Skomrock, Jr.- Vice Chairman

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Jan Blair

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Marcia Mansfield – Fiscal Officer