

The special meeting of Newbury Township Trustees called to order at 7:00 p.m., January 8, 2020, with Glen Quigley, Bill Skomrock and Greg Trof present.

Mr. Quigley opened the floor for nominations for the office of chairman; Mr. Quigley nominated Mr. Skomrock 2nd by Mr. Trof and a unanimous affirmative vote. Mr. Skomrock nominated Mr. Quigley for Vice Chairman with a second by Mr. Trof and a unanimous affirmative vote by all.

Mr. Quigley asked everyone was okay with his liaison. Mr. Skomrock motioned to keep them the same, 2nd by Mr. Trof and a unanimous affirmative vote by all.

Mr. Zimperman was reappointed Road Superintendent, by a motion from Mr. Skomrock, 2nd by Mr. Trof and a unanimous affirmative vote by all.

Mr. John Boksansky was reappointed Zoning Inspector by motion of Mr. Skomrock 2nd by Mr. Trof and a unanimous affirmative vote by all.

Mr. Skomrock stated he would like to see the community come back together and have a cooperative year. That is his goal this year.

Ms. Mansfield requested the approval of minutes from regular meeting December 30, 2019. Motion to approve minutes was made by Mr. Trof, 2nd by Mr. Quigley and a unanimous affirmative vote by all.

Ms. Mansfield requested approval of the December 2019 financials. Motion to approve minutes was made by Mr. Trof, 2nd by Mr. Quigley and a unanimous affirmative vote by all.

Ms. Mansfield requested approval of the 2020 permanent appropriations Resolution 20200108-01. Motion to approve the appropriations was made by Mr. Trof 2nd by Mr. Quigley and a unanimous affirmative vote by all.

Resolution 20200108-01		
Account Number	Newbury Twp 2020 Permanent Appropriation Account Name	2020 Appropriation
General Fund		
1000-110-111-0000	Salaries - Trustees	\$37,874.00
1000-110-121-0000	Salary - Township Fiscal Officer	\$22,414.29
1000-110-131-0000	Salary - Administrator	\$10,000.00
1000-110-219-0000	Other - Employer's Retirement Contributions	\$12,000.00
1000-110-221-0000	Medical/Hospitalization	\$71,500.00
1000-110-229-0000	Other - Insurance Benefits	\$4,800.00
1000-110-230-0000	Workers' Compensation	\$5,000.00
1000-110-311-0000	Accounting and Legal Fees	\$4,100.00
1000-110-312-0000	Auditing Services	\$3,000.00
1000-110-313-0000	Uniform Accounting Network Fees	\$3,500.00
1000-110-314-0000	Tax Collection Fees	\$3,000.00
1000-110-315-0000	Election Expenses	\$4,000.00
1000-110-330-0000	Travel and Meeting Expense	\$900.00
1000-110-380-0000	Insurance and Bonding	\$12,500.00
1000-110-410-0000	Office Supplies	\$3,000.00
1000-110-599-0000	Other - Other Expenses	
1000-110-740-0000	Machinery, Equipment and Furniture	\$0.00
1000-120-190-0000	Other - Salaries	
1000-120-219-0000	Other - Employer's Retirement Contributions	
1000-120-323-0000	Repairs and Maintenance	\$5,500.00
1000-120-350-0000	Utilities	\$15,000.00
1000-120-490-0000	Other - Supplies and Materials	\$1,300.00
1000-120-590-0000	Other Expenses	
1000-120-730-0000	Improvement of Sites	\$50,000.00
1000-130-150-0000	Compensation of Board and Commission Members	\$4,000.00
1000-130-190-0000	Other - Salaries	\$39,000.00
1000-130-219-0000	Other - Employer's Retirement Contributions	\$6,800.00
1000-130-345-0000	Advertising	\$900.00
1000-130-490-0000	Other - Supplies and Materials	\$2,500.00
1000-130-590-0000	Other Expenses	\$2,000.00
1000-190-359-0000	Other - Utilities	\$0.00
1000-190-599-0000	Other - Other Expenses	\$35,000.00

1000-220-360-0000	Contracted Services		\$70,000.00
1000-310-360-0000	Contracted Services		\$13,500.00
1000-320-360-0000	Contracted Services		\$17,000.00
1000-410-190-0000	Other - Salaries		\$17,000.00
1000-410-219-0000	Other - Employer's Retirement Contributions		\$2,800.00
1000-410-323-0000	Repairs and Maintenance		
1000-410-740-0000	Machinery, Equipment and Furniture		\$0.00
1000-610-590-0000	Other Expenses	\$	10,000.00
1000-920-920-0000	Advances Out		
	Total General Fund:		\$489,888.29
	MV License Tax Fund		
2011-330-360-0000	Contracted Services	\$	20,000.00
	Total MV License Tax Fund:		
	Gasoline Tax Fund		
2021-330-360-0000	Contracted Services		
2021-330-420-0000	Operating Supplies	\$	90,000.00
2021-330-720-0000	Buildings	\$	30,000.00
	Total Gas Tax:	\$	120,000.00
	Road and Bridge Fund		
2031-330-190-0000	Other - Salaries	\$	100,000.00
2031-330-219-0000	Other - Employer's Retirement Contributions	\$	11,000.00
2031-330-221-0000	Medical/Hospitalization		
2031-330-229-0000	Other - Insurance Benefits		
2031-330-323-0000	Repairs and Maintenance	\$	30,000.00
2031-330-350-0000	Utilities	\$	18,000.00
2031-330-360-0000	Contracted Services	\$	-
2031-330-380-0000	Insurance and Bonding	\$	19,000.00
2031-330-490-0000	Other - Supplies and Materials	\$	110,000.00
2031-330-590-0000	Other Expenses	\$	700.00
2031-330-720-0000	Buildings	\$	50,000.00
2031-330-740-0000	Machinery, Equipment and Furniture	\$	-
2031-390-314-0000	Tax Collection Fees	\$	4,800.00
	Total Road and Bridge:	\$	343,500.00
	Cemetery Fund		
2041-410-190-0000	Other - Salaries		
2041-410-219-0000	Other - Employer's Retirement Contributions		
2041-410-319-0000	Other - Professional and Technical Services	\$	11,000.00
2041-410-420-0000	Operating Supplies		
2041-410-430-0000	Small Tools and Minor Equipment	\$	500.00
2041-410-490-0000	Other - Supplies and Materials	\$	1,200.00
2041-410-590-0000	Other Expenses	\$	500.00
2041-410-730-0000	Improvement of Sites		
2041-410-740-0000	Machinery, Equipment and Furniture		
	Total Cemetery:	\$	13,200.00
	Fire Fund		
2111-220-230-0000	Workers' Compensation	\$	1,000.00
2111-220-360-0000	Contracted Services	\$	250,000.00
2111-220-590-0000	Other Expenses	\$	20,000.00
2111-390-314-0000	Tax Collection Fees	\$	5,000.00
	Total Fire Fund:	\$	276,000.00
	Road Levy Fund		
2141-330-190-0000	Other - Salaries	\$	155,000.00
2141-330-219-0000	Other - Employer's Retirement Contributions	\$	32,350.00
2141-330-221-0000	Medical/Hospitalization	\$	63,800.00
2141-330-229-0000	Other - Insurance Benefits	\$	6,050.00
2141-330-230-0000	Workers' Compensation	\$	4,200.00
2141-330-360-0000	Contracted Services	\$	375,000.00
2141-330-590-0000	Other Expenses	\$	16,000.00
2141-330-790-0000	Other Capital Outlay/Buildings		
2141-330-740	Machinery, Equipment and Furn	\$	125,000.00

2141-390-314-0000	Tax Collection Fees	\$	12,000.00
	Total Road Levy:	\$	789,400.00
	Permissive MVL		
2231-330-360	Contracted Services	\$	30,000.00
	Total Permissive MVL	\$	30,000.00
	Capital Improvement		
4904-760-720	Buildings	\$	-
4904-760-730	Improvement of Site	\$	-
4904-920-920-0000	Advances Out		
	Total Capital Improvement	\$	-
	Total All Funds		\$2,081,988.29

Mr. Tropf requested that Beverly Sustar be sworn in as Fiscal Officer so she can do training for UAN software, Trustees were unsure if this could happen now as her term does not start until April 1, 2020. They will check will legal on how to proceed.

Mr. Skomrock attended a meeting on a coating that would be applied to paved roads that may give them some extra life. He believed we should try this on some of our roads.

Mr. Mansfield reported there is a Park Board meeting January 9, 2020. Things are cleaned up trees are off trails. There is a problem with cars or trucks going back and doing wing dings in the parking lot at Oberland Park and tearing it up. They will put up the park closed sign to try and keep people out.

Mr. Skomrock reported 161 December sheriff calls. He reported the NOPEC community grants were due before the end of March and he has started the paperwork.

Mr. Tropf meet with Mr. Walder about the Miller Dodson report. He indicated we could set aside funds and they would have to be used within 5 years.

Mr. Quigley spoke on the zoning issues on Portlew. One of the homes was recently sold and a new letter had to be sent. The other one, the owner asked for some more time. They will have to contact the building department and have them declared uninhabitable/nuisance. They also are looking at declaring the old Sports Haven restaurant as uninhabitable/nuisance.

Mr. Ziperman reported for the road department they did cold patch, hauled in salt, plowing, working in old police station to make storage room. He wants to get steel bollards to protect fuel storage area. Trustees said to go ahead and do that. Mr. Ziperman and Mr. Skomrock meet with the watershed people about Munn cemetery; they are going to get some ideas for us to keep the water away. He will get gravel for Oberland park trails. He discussed the condition of the backhoe and the possible replacement of it this year.

Mr. Fagan reported 635 calls for 2019, so far this year 13 calls. Next meeting they will bring their contact. He reported that they are saving \$200-250 per month now that the LED lights have been installed.

Mr. Quigley reported that his goals this year would be to look at the medical insurance, cemetery maintenance, town hall landscaping, employee manual, compensation, and vets park grants.

Warrants approved by signing prior to or at this Meeting:

Warrant				
Number	Date	Payee	Amount	Status
34396	1/8/20	Norlson Inc.	\$213.50	O
34397	1/8/20	Geauga Feed & Grain Supply	\$30.00	O
34398	1/8/20	Chagrin Oil & Gas Co. Inc.	\$1,347.42	O
34399	1/8/20	First Energy	\$1,057.82	O
34400	1/8/20	Dominion East Ohio Gas	\$683.92	O
34401	1/8/20	Universal Oil Inc.	\$391.25	O
34402	1/8/20	Waste Management of Ohio Inc.	\$13.85	O
34403	1/8/20	Newbury Auto Parts	\$98.99	O
34404	1/8/20	Hill Mfg. Co. Inc.	\$308.00	O
34405	1/8/20	Delta Dental	\$339.14	O
34406	1/8/20	VSP	\$119.73	O
34407	1/8/20	Newbury Technologies	\$2,352.50	O

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

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

PO

Number	Date	Vendor	Amount
1-2020	1/1/20	various	\$8,000.00
2-2020	1/1/20	various	\$1,000.00
3-2020	1/1/20	various	\$500.00
4-2020	1/1/20	various	\$600.00
5-2020	1/1/20	various	\$1,500.00
6-2020	1/1/20	various	\$3,000.00
7-2020	1/1/20	various	\$500.00
8-2020	1/1/20	various	\$500.00
9-2020	1/1/20	various	\$600.00
10-2020	1/1/20	various	\$700.00
11-2020	1/1/20	various	\$2,000.00
12-2020	1/1/20	various	\$5,000.00
13-2020	1/1/20	various	\$2,500.00
14-2020	1/1/20	various	\$10,000.00
15-2020	1/1/20	various	\$1,000.00
16-2020	1/1/20	various	\$5,000.00
17-2020	1/1/20	various	\$50,000.00
18-2020	1/1/20	various	\$10,000.00
19-2020	1/1/20	various	\$2,000.00
20-2020	1/1/20	various	\$2,000.00

Motion to adjourn was made at 8:19PM by Mr. Tropf and 2nd by Mr. Quigley and a unanimous affirmative vote by all.

William Skomrock, Jr. - Chairman

Glen Quigley - Vice Chairman

Greg Tropf

Marcia Mansfield – Fiscal Officer