

RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 5:30 p.m., September 10, 2025 at the Newbury Township Town Hall. Chairman Bill Skomrock, and Trustees Gregory Tropf and David Lair, Jr. were in attendance.

Mr. Tropf moved to enter executive session at 5:31 p.m. pursuant to ORC 121.22(G)(6) to discuss security arrangements for the township. Mr. Lair seconded. Voice vote: three ayes. Out of executive session at 6:10 p.m., no decisions made.

The regular meeting was called back to order at 6:27 p.m.

Also in attendance:

Steve Boughner	Zoning Commission, Chairman	Kaley Richard	Geauga Times Courier
Ken Fagan	Fire Chief	Doug Zimperman	Road Superintendent
Jeff Munn	Resident		

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

Public Comment

- None.

Fire Department Update:

- 88 calls in August, 28 so far in September, 697 YTD. Expecting over 900 on the year.
- Quote received from Hershberger for hip roof - \$4,980 (vs. quote from Infinity of \$8,600). Mr. Skomrock moved to accept the quote from Hershberger and Mr. Tropf seconded. Voice vote: three ayes.
- Chief Fagan brought up Halloween to determine which date to hold trick-or-treating. After brief discussion, Mr. Skomrock moved to hold Newbury Township's trick-or-treating on Thursday, October 30th 5:30-7:30 p.m. and Mr. Tropf seconded. Voice vote: three ayes.

Road Department Update:

- Various parties recently shared concerns regarding Oberland Park with Mr. Zimperman related to dogs not being on leashes and owners not picking up after their pets. The trustees agreed to move forward with signage to alert the public to the requirement to leash your dog and to pick up after your pet.
- The soccer goals at Oberland were moved for the car show and the team was unhappy with their condition as a result. Mr. Zimperman cautioned that we need to handle them with more care next year and ask them to move during the off-season.
- The trustees and Mr. Zimperman discussed the appearance of no trespassing signs at the stadium. Mr. Skomrock confirmed that Bill Bryan (West Geauga Soccer Club Director) put them up because they've seen kids riding bikes there on the field at the stadium and empty beer cans in the stadium. Mr. Tropf to follow up with West Geauga about what signs we can put up since the Township leases the property.
- Mr. Skomrock got a call from Mark Ruscini, the new Geauga Soccer Federation Director, as Kirk Simpkins is stepping down. He wanted to discuss various issues. Mr. Skomrock asked him to come to a trustees meeting so decisions can be made, and all his issues can be heard. Mr. Skomrock informed Mr. Ruscini of our changing requirements for field use next year related to AED use and CPR certification. The township will need to create packets with a checklist and deadline and can't allow use of the fields if we don't have them back.
- The pressure switch went bad on the water system at the Legion Hall. Water came back on, and sink was turned on, and found out sink drain also had issues. Pressure switch fixed, redid the drain - replumbed from the wall down to the basement.
- Couple tractor breakdowns, skid steer oil leak – had repaired.
- Roadside mower tractor has casting on the back that snapped, can do in house.
- License plates of township vehicles – can say Township on them (per OTA) – Trustees say no need to change over.

Fiscal Officer's Update:

- Minutes from the August 20th Regular Meeting were presented. Fiscal Officer sent drafts to the Trustees for review prior to the meeting. Mr. Lair moved to approve the minutes as presented and Mr. Tropf seconded the motion. Voice vote: Three ayes.

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- August Financials:

Prior Balance	\$4,911,302.86	Checking balance	\$311,147.04
Receipts	\$177,146.97	Star Ohio	\$4,467,907.71
Payments	(\$341,439.58)	Outstanding checks	(\$32,044.50)
Adjustments	\$ -	Adjustments	\$0.00
Total Balance	\$4,747,010.25	Total Balance	\$4,747,010.25

- **Resolution 20250910-01 Supplemental Appropriation** Mr. Lair moved to accept the resolution as presented and Mr. Skomrock seconded. Voice vote: three ayes.
- OTARMA appraisals – shared appraisal report received back from OTARMA, will file.
- GCTA – who will attend next meeting in Burton? Mr. Lair and Mr. Skomrock confirmed.
- Ms. Pollock clarified the salary increases for elected officials per updated O.R.C. states that only newly elected officials (11/2025 onward) will receive a 5% raise whereas Fiscal Officer and Trustee not re-elected until 11/2027 will only receive a 1.75% raise for 2026.
- Ms. Pollock presented Ohio Auditor of State Extension Agreement to engage Charles E. Harris & Associates, Inc. for the 2024-2025 audit of Newbury Township. Mr. Skomrock moved to renew with Charles E. Harris & Assoc. and Mr. Tropf seconded. Voice vote: three ayes.
- Ms. Pollock requested permission to attend AOS training in Twinsburg on 10/23/25. Trustees approved.
- After transition to ADP for IT support, we are having issues retrieving the Compu-Time timeclock data. To review Compu-Time cloud-based solution vs. Paychex going forward.

Mr. Tropf's Update:

- Park Board or Trustees to talk with Bob Ruckstuhl so he's not representing the township and making claims to residents. Any issues should be addressed to the Trustees at a regular meeting. Mr. Lair will speak with him at the upcoming Park Board meeting. It was also pointed out that he has not been leashing his dogs at the park.
- Mr. Tropf shared the quote from G.A.R. Paving for installation of two pickleball courts for \$77,000. The grant from the realtor's association is for \$7,500. It was confirmed during the meeting that the competitive bidding threshold is \$77,250 for 2025 per O.R.C. 9.17. As such, Mr. Tropf moved to accept G.A.R.'s quote as presented and Mr. Lair seconded. Voice vote: three ayes.

Mr. Lair's Update:

- The Rotary Club of Burton-Middlefield plans to purchase 250 sugar maples for America's 250th. They are wondering if Oberland Park could be a site for the 4' - 6' trees. The Trustees agreed yes, so long as they agree to place trees out of the way.
- The Car show was a great success: 300+ cars, 20+ trucks. Thank you to all who helped make it happen! We had a great weather day. The concert attendance was like last year with around 75 people. The soccer club had a good raffle. Next year considering the America 250th, there may be an even bigger crowd.
- Cemetery update: Milano Monuments reported they have 2-3 more weeks of work at Munn Cemetery. Bench seat repair is done.
- Mr. Lair confirmed with Olivia Patacca from Cintas that Cintas will pick up the exterior AED units on or around December 1st and bring to the town hall to be stored until spring.
- GCTA – we are up next in Jan 14, 2026 to host. Mr. Lair met with Mangia Mangia for pricing and will come back with menu options and prices. Kim Montani-Kerr and Lindsay Pollock to do check in. D.S. Cakes for dessert. Ms. Pollock to check with Jonathan Tiber (GCTA President) about how the funds are to be collected and spent. The Trustees would also like clarification regarding cleaning after the event.

Mr. Skomrock's Update:

- Sheriff's report: 249 calls.

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Warrants approved prior to or at this meeting:

Number	Post Date	Type	Total Warrant Amount	Payee	Status	PO / BC / Direct Type
38769	8/21/25	AW	-\$1,868.80	Cintas Corp.	V	PR
38790	8/21/25	AW	\$2,289.00	Cintas Corp.	V	PR
38790	8/29/25	AW	-\$2,289.00	Cintas Corp.	V	PR
38791	9/10/25	AW	\$625.41	1st Ayd Corporation	V	BR
38791	9/10/25	AW	-\$625.41	1st Ayd Corporation	V	BR
38792	9/10/25	AW	\$625.41	1st Ayd Corporation	O	BR
38793	9/10/25	AW	\$197.50	Aris Company	O	PR
38794	9/10/25	AW	\$390.00	Cintas	O	PR
38795	9/10/25	AW	\$25.13	ComDoc, Inc.	O	PR
38796	9/10/25	AW	\$8,304.80	Cuyahoga Asphalt Materials	O	BR
38797	9/10/25	AW	\$34.32	DEX Imaging	O	PR
38798	9/10/25	AW	\$1,816.25	Exscape Designs, LLC	O	PR
38799	9/10/25	AW	\$175.79	First Quality Power Place	O	BR
38800	9/10/25	AW	\$149.50	Geauga County Maple Leaf	O	PR
38801	9/10/25	AW	\$34.00	Geauga Feed & Grain Supply	O	BR
38802	9/10/25	AW	\$125.00	Green Vision Material	O	BR
38803	9/10/25	AW	\$782.00	H&M Landscaping	O	PR
38804	9/10/25	AW	\$170.34	Jobbers Automotive LLC	O	BR
38805	9/10/25	AW	\$344.00	Karlovec Media GRoup	O	BR
38806	9/10/25	AW	\$205.25	Newbury Printing Co.	O	BR
38807	9/10/25	AW	\$7.50	Newbury Technologies	O	BR
38808	9/10/25	AW	\$375.00	Patsy Keyes	O	PR
38809	9/10/25	AW	\$544.50	Rustic Creek Farms	O	BR
38810	9/10/25	AW	\$637.56	SRM Concrete	O	BR
38811	9/10/25	AW	\$22.50	Sunrise Springs Water Co. Inc.	O	PR
38812	9/10/25	AW	\$1,026.00	Treasurer of State of Ohio	O	PR
38813	9/10/25	AW	\$149.37	Turney Home and Auto	O	BR
38814	9/10/25	AW	\$552.45	Ullman Oil Company	O	PR
38815	9/10/25	AW	\$1,053.00	Rustic Creek Farms	O	BR
			\$15,878.37	TOTAL PAYMENTS		

Mr. Tropf asked if there were any final questions.

Skomrock - CPR / AED training Monday at 8am.

Zoning – American Asphalt applied to have a zoning change, but they haven't responded to certified letters so have tabled topic for now.

92 acres that just sold is zoned residential, where SRM is and has crushing in the back, encroaching on property line. Says Mike Joyce spoke with them and gave him the go ahead to use as the crushing area for the concrete. Old house there – Snyder / Cole, and old batching plant – intent to tear them down, but don't know when. Told him he may have to move the crushing which he wasn't happy about. Frank Kolk may need to go check setback, etc. Also zoned partially residential, partially commercial. Crushing has to be industrial but Mike told him he could do the crushing. Landscaper is coming in. Brian Hercules SRM – Mr. Tropf followed up with re BZA approval and needing to keep up his end of the deal, clean up the property.

Elm Dr. dumping – has a permit for upper driveway. But not sure why he can fill in over when someone before couldn't. Skomrock mentioned Exscape would bring debris from job sites and had an area set up with concrete blocks with bays and would call in a trucking company to load up and haul away. So could perhaps mimic.

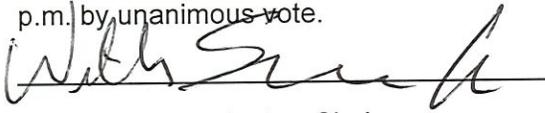
Commercial corridor – would like to preserve the appearance with screening between the commercial and the road, maybe parking behind.

Donut truck at end of Bass Lake Rd. Think person is living in building, using the truck as a kitchen and has an outhouse. Zoning says you can reside in commercial zoned property, but if he's living there, has it been inspected for living? Kitchen? Bathroom? Occupancy in a non-

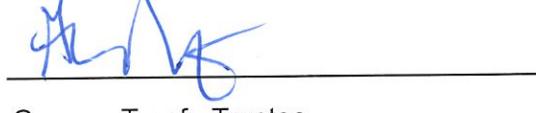
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occupancy building, should have an occupancy permit. County would need to inspect – running water, GFI outlets, etc, kitchen.

Mr. Tropf moved to adjourn the meeting and Mr. Lair seconded. Meeting was adjourned at 7:50 p.m. by unanimous vote.



William Skomrock, Jr. - Chairman



Gregory Tropf - Trustee



David Lair, Jr. - Vice Chairman



Lindsay M. Pollock – Fiscal Officer