

RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 7:00 p.m., September 17, 2025, at the Newbury Township Town Hall. Chairman Bill Skomrock, and Trustees Gregory Tropf and David Lair, Jr. were in attendance.

Also in attendance:

Ken Fagan	Fire Chief		Kaley Richard	Geauga Times Courier
Jim Lang	Resident		Doug Zipperman	Road Superintendent
Lynn Lang	Resident			

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

Public Comment

- Resident Lynn Lang asked if Newbury Township has considered going to one garbage provider as she saw that Munson Twp had recently done. She is against it even though they say it is better for the roads. Mr. Skomrock said the Trustees considered it several years ago, but the residents were not in favor, so the Trustees decided not to move forward.

Fire Department Update:

- 44 calls received so far in September; 713 YTD.
- Last year's trick-or-treating only went till 7 p.m. whereas at the last Trustees meeting we said 5:30 p.m.–7:30 p.m. Chief Fagan confirmed it's fine to leave as is (until 7:30 p.m.).
- Resident Jim Lang asked if the Trustees were familiar with East Tech Rescue. It's a technical rescue team made up of over 90 firefighters from 18 different departments serving Northeast Ohio. They provide response, service and support for rope, confined space, trench, collapse, swift water, dive and search and rescue. Zoning Commission member Ed Deluliis confirmed they will serve Geauga County. Fire Chief Fagan confirmed they are aware.

Road Department Update:

- Mr. Skomrock and Mr. Zipperman attended a presentation given by the Geauga County Engineer's Office. They are working on a new program (GIS) where you can click on a road and pull up historical paving and repair data to be a tool for townships and the engineer's office. They also confirmed that when road projects are selected for the year, the engineer's office will walk the road with a township representative to help avoid add-ons to the projects once begun.
- Potential road projects for 2026 – Music St from Munn to 44. 1.588 mi Munn to Auburn, 2 mi Auburn to 44. \$475k is budgeted, so likely could only do smaller section unless we are eligible for OPWC funds. Mr. Zipperman mentioned several other roads may be possible if we do smaller projects instead: Fairgate, Winfield, Parkview, or Westwood. We will have to repair the pipe under Thomas and Grace due to sink holes. Perhaps the Township should set up a reserve fund for road / pipe repair. Mr. Skomrock and Mr. Zipperman will drive the roads and come to the October 1st Trustees meeting with recommendations for which projects to do.
- 2019 plow truck – getting louder, manifolds are rotting off the engine. After market manifolds are available and better quality, Trustees said to go ahead. \$8k a year ago did same for another customer – Newbury Tire.
- Ordered gravel for pickleball courts, machine over there today to start (Doug from GAR said he'd be in touch). Eagle Scout Troop 99 would like to put two benches in the area between bocce and pickleball. Mr. Tropf met with them and GAR will place grindings (no charge) and will leave dirt in the triangle and low area at the east end of the parking lot. Mr. Zipperman said we could use some at drainage between school property and park.
- Haven't met about paving cemetery driveway at Newbury Center, but on the to do list.
- \$150k for truck to reserve for equipment.

RECORD OF PROCEEDINGS

Fiscal Officer's Update:

- Minutes from the September 10th Regular Meeting were presented. Fiscal Officer sent drafts to the Trustees for review prior to the meeting. Mr. Skomrock moved to approve the minutes as presented and Mr. Tropf seconded the motion. Voice vote: Three ayes.
- Road Dept timekeeping update – Mr. Zimperman and Ms. Pollock met with Paychex about their timekeeping options. Waiting on quote and ADP review from the IT perspective. In the meantime, will do back end data extract from old clock to report payrolls.
- Opioid settlement participation – tbd.
- ADP update: Phones and replacements – still working with Windstream to facilitate deployment once devices are received. Equipment and hardware that was on backorder has been delivered / deployed. Domain – in process.
- GCTA –Mr. Lair and Mr. Skomrock will attend and agreed Zoning Secretary okay to attend.

Mr. Tropf's Update:

- Suggested appointing Bob Ruckstuhl to Park Board on probationary basis. Not opposed to appointing him but perhaps for a 6-month period to see how things go. Mr. Tropf moved to approve Bob Ruckstuhl as a Park Board member for a probationary period of 6 months from today to be reviewed at that point and Mr. Skomrock seconded. Voice vote: three ayes.
- Albert Hehr would like to be BZA alternate. He is a real estate attorney and lives on Bass Lake Rd. He came to the BZA meeting last night and met the board. Mr. Tropf asked him to come to first October Trustees meeting. Still need an alternate for Zoning Commission. Zoning Commission member Mr. Lang asked how does the alternate work? Mr. Tropf confirmed they should come to all meetings to cover in case anyone is missing and can participate but not vote. Since they do show up for a meeting, should they be compensated? Mr. Tropf said yes. Also if they participate in a meeting and have to vote, then they will be required to follow any issues (they voted on) to conclusion.

Mr. Lair's Update:

- In touch with contact from Burton-Middlefield Rotary Club about planting of 250 maples in Newbury Twp for America's 250. Maybe plant 50 at a time instead of all 250. Mr. Skomrock asked what if we discover there is not enough room? Mr. Lair felt confident it would be okay as there is also a big section in the woods of dead trees. Mr. Zimperman advised we can rent auger with bigger bit to accommodate the 4-6' trees.
- Mr. Lair confirmed that he spoke with the Park Board about signage (pet waste, dogs on leashes) and spoke with Bob Ruckstuhl about issues. He also spoke with Geauga Soccer Federation about them being responsible for moving the goals in the fields and to make sure we have a contact person as a rep from their group to handle. Mr. Skomrock asked Mark Ruscini (new director of Geauga Soccer Federation) to come to the second Oct meeting.
- Mr. Lair raised the issue of lights at the football field being on. Mr. Tropf suggested to put new locks on the breaker box. Mr. Skomrock to confer with Bill Bryan (West Geauga Soccer Club Director) and will speak with Mark Richardson (West Geauga ground maintenance) to disconnect the power there. Well isn't plugged either as they were using the water to keep the grass alive.

Mr. Skomrock's Update:

- We did AED and first aid CPR training on Monday morning with 8 people plus Dru from Cintas which went well. We are working to update our first aid kits for buildings as well as trucks. Office Administrator Kim Montani-Kerr is looking into ordering, coordinating with Road Superintendent and will monitor annually or semi-annually for any replacements required.
- Town Hall appearance – 8 years since it's been painted inside. Let's discuss more at the next meeting. Possible items to address: lights to LED, cords hanging from lamps in meeting room, carpet, mats, missing ceiling tile in office. Possible vendors to inquire with: Burton Carpet, Dennis Pavella, Dean Eppley. Mr. Tropf to price out and come back with quotes.

RECORD OF PROCEEDINGS

- NOPEC proxy – not interested in replying since don't know anyone.
- Notification about ribbon cutting at Geauga County Airport 9/24/25 10am.
- Mr. Skomrock received a 911 email from Chagrin River Watershed Partnership requesting someone from the Twp attend their meeting at Veteran's Legacy Woods next Tuesday so they can achieve quorum. Mr. Skomrock said he plans to attend.

Warrants approved prior to or at this meeting:

Number	Post Date	Type	Total Warrant Amount	Payee	Status
38816	9/17/25	AW	\$750.00	A & E and Associates, LLC	O
38817	9/17/25	AW	-\$1,253.68	Ag-Pro Ohio, LLC	V
38817	9/17/25	AW	\$1,253.68	Ag-Pro Ohio, LLC	V
38818	9/17/25	AW	-\$2,440.48	Cintas Corp.	V
38818	9/17/25	AW	\$2,440.48	Cintas Corp.	V
38819	9/17/25	AW	-\$19,000.00	County of Geauga	V
38819	9/17/25	AW	\$19,000.00	County of Geauga	V
38820	9/17/25	AW	-\$317.28	Eric Hammonds	V
38820	9/17/25	AW	\$317.28	Eric Hammonds	V
38821	9/17/25	AW	-\$176.57	Fisher Auto Parts	V
38821	9/17/25	AW	\$176.57	Fisher Auto Parts	V
38822	9/17/25	AW	-\$10.00	Geauga County Township Association	V
38822	9/17/25	AW	\$10.00	Geauga County Township Association	V
38823	9/17/25	AW	-\$593.60	John M. Suvak (Scape-Abilities)	V
38823	9/17/25	AW	\$593.60	John M. Suvak (Scape-Abilities)	V
38824	9/17/25	AW	-\$84.00	Karlovec Media GRoup	V
38824	9/17/25	AW	\$84.00	Karlovec Media GRoup	V
38825	9/17/25	AW	-\$35.00	Newbury Tire	V
38825	9/17/25	AW	\$35.00	Newbury Tire	V
38826	9/17/25	AW	-\$25.00	Ohio Township Association	V
38826	9/17/25	AW	\$25.00	Ohio Township Association	V
38827	9/17/25	AW	-\$185.00	Portman Electric, Inc.	V
38827	9/17/25	AW	\$185.00	Portman Electric, Inc.	V
38828	9/17/25	AW	-\$63.00	UH Occupational Health	V
38828	9/17/25	AW	\$63.00	UH Occupational Health	V
38829	9/17/25	AW	-\$1,727.15	Ullman Oil Company	V
38829	9/17/25	AW	\$1,727.15	Ullman Oil Company	V
38830	9/17/25	AW	-\$1,093.90	West Geauga Local School District	V
38830	9/17/25	AW	\$1,093.90	West Geauga Local School District	V
38831	9/17/25	AW	\$1,253.68	Ag-Pro Ohio, LLC	O
38832	9/17/25	AW	\$2,440.48	Cintas Corp.	O
38833	9/17/25	AW	\$19,000.00	County of Geauga	O
38834	9/17/25	AW	\$317.28	Eric Hammonds	O
38835	9/17/25	AW	\$176.57	Fisher Auto Parts	O
38836	9/17/25	AW	\$10.00	Geauga County Township Association	O
38837	9/17/25	AW	\$593.60	John M. Suvak (Scape-Abilities)	O
38838	9/17/25	AW	\$84.00	Karlovec Media GRoup	O
38839	9/17/25	AW	\$35.00	Newbury Tire	O
38840	9/17/25	AW	\$25.00	Ohio Township Association	O
38841	9/17/25	AW	\$185.00	Portman Electric, Inc.	O
38842	9/17/25	AW	\$63.00	UH Occupational Health	O
38843	9/17/25	AW	\$1,727.15	Ullman Oil Company	O
38844	9/17/25	AW	\$1,093.90	West Geauga Local School District	O
			\$27,754.66		

Mr. Skomrock asked if there were any final questions.

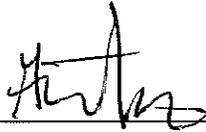
RECORD OF PROCEEDINGS

Mr. Lair commented that Mr. Ziperman had shared an idea he liked. If the Township purchases equipment for bocce and pickleball, residents could sign out during office hours.

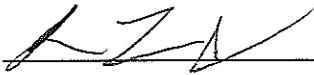
Mr. Skomrock moved to adjourn the meeting and Mr. Trof seconded. The meeting was adjourned at 8:30 p.m. by unanimous vote.



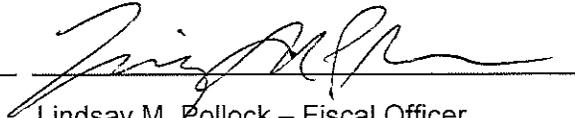
William Skomrock, Jr. - Chairman



Gregory Trof - Trustee



David Lair, Jr. - Vice Chairman



Lindsay M. Pollock - Fiscal Officer