

RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 7:00 p.m., December 3, 2025, at the Newbury Township Town Hall. Chairman Bill Skomrock, and Trustees Gregory Tropf and David Lair, Jr. were in attendance.

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

Also in attendance:

Larry Green	Resident	Lindsay Pollock	Fiscal Officer
Frank Keimel	Resident	Kaley Richard	Geauga Times Courier
Jim Lang	Resident, Zoning Commission	Carly Sayre	Resident, Trustee-Elect
Lynn Lang	Resident	Jim Stefancin	Resident, Park Board
Doug Lundblad	Geauga County Vets Services / Mental Health Board	Beverly Sustar	Resident
Emma MacNiven	Geauga County Maple Leaf	Doug Zimperman	Road Superintendent
Steven Oluic	County Commissioner 2026 candidate		

Public Comment

- Steven Oluic introduced himself as he will be running against Jim Dvorak for County Commissioner in 2026.
- Doug Lundblad came in support of Mr. Oluic, appointed as Commissioner for Geauga County Vets Services. Also mentioned they are looking for drivers for \$18.50/hr.

Fire Department Update:

- 12 calls so far in December, 99 calls total in November, making 922 calls year-to-date.
- Santa will be at the fire station on Dec 14th, 11a.m.-2p.m.

Road Department Update:

- Mr. Zimperman reported they were hoping to get more asphalt work done, but the crew have been very busy with snow plowing.
- Still need to check into park signs for ATV trail.
- Put up sign for Oberland Park parking lot to let the public know that the township is not plowing there, so enter at your own risk.
- Mr. Zimperman is waiting for the county engineer's office to get back to him on Kimberley drainage.
- Mr. Zimperman pointed out that there are several trees that are potential hazards at South Newbury Cemetery. The fiscal officer pointed out the cemetery fund has about \$46,000 of budget remaining which can be used to address.

Zoning

- Zoning secretary Amy Lydan came to present survey for South Newbury Cemetery – deed to combine three properties into one. Marked off where the line is between the Township and the Cleveland family. Trustees swear an affidavit (given by Amy Lydan).
- Zoning amendment public hearing on Dec 29th 4pm, must give legal notice at least 10 days ahead of the public hearing. BOT vote on amendment on Jan 7th. Has to be a legal notice, Ms. Pollock to follow up to post.

Fiscal Officer's Update:

- November financials:

Prior Balance	\$4,371,641.92	Checking balance	\$126,859.09
Receipts	\$438,120.91	Star Ohio	\$3,848,200.33
Payments	(\$837,140.91)	Outstanding checks	(\$2,437.50)
Adjustments		Adjustments	\$ -
Total Balance	\$3,972,621.92	Total Balance	\$3,972,621.92

- Minutes from the November 19th regular meeting were presented. Fiscal Officer Pollock sent drafts to the trustees for review prior to the meeting. Mr. Skomrock moved to approve the minutes as presented and Mr. Lair seconded the motion. Voice vote: Three ayes.
- GCTA meeting being hosted by Newbury Township has 20 or so RSVPs so far. Newbury staff to be included in RSVPs. Invite to Ken Fagan and Doug Zimperman as well as Amy Lydan, Mike Joyce, Kim Montani-Kerr, Lindsay Pollock and our three trustees.
- **Resolution 20251203-01 Temporary Appropriations**
Mr. Lair moved to approve the resolution as presented and Mr. Tropf seconded the motion. Voice vote: Three ayes.

RECORD OF PROCEEDINGS

- **Resolution 20251203-02 Township Trustee Salary Preference**
Mr. Tropf moved to approve the resolution as presented and Mr. Lair seconded the motion. Voice vote: Three ayes.
- Liquor license hearing request Arellano II LLC 11110 Kinsman Rd Unit 8 – Mr. Tropf moved to waive hearing for liquor license and Mr. Lair seconded. Voice vote: Three ayes.
- Rewards balances for VISA – 17.9k & 42k.
- Ms. Pollock suggested eFax sign up with ADP and Trustees agreed. Ms. Pollock to follow up with ADP.
- Ms. Pollock confirmed that ads for Zoning Inspector have been placed in Maple Leaf and Geauga Times Courier.
- ADP open topics update
 - Phones and replacements – complete.
 - Domain – migration meeting this week.
 - Paychex timekeeping – “live” as of the 16th, 1st pay is this Friday.
 - Cameras – training on Weds.

Park Board

- Jim Stefancin - Laid out tree locations in park. Pickleball court fence is up. Inquired about lights on the court since park is closed at dusk. Will need to discuss hours / lighting w/ timers.

Mr. Tropf's Update:

- Pickleball courts – just need landscaping, will finish in spring.
- Study by Fenton Engineering for Town Hall structure. Recommendations have been made to move filing cabinets around because they are too heavy. May have to limit capacity in downstairs and upstairs based on joists. Able to use Town Hall for offices if we spread out the file cabinets. Trustees discussed possible meeting location move for capacity and safety reasons. They agreed on the need for a new community center and or town hall down the road, so will hold off on remodeling or upgrading the current town hall and legion hall for now.
- Town Hall Building Use Regulations – modify maximum capacity for main floor 20, upstairs 15 winter, 20 summer (due to fire exit accessibility). Office Administrator to obtain additional insured and hold harmless documents and updated, signed use agreement from each group using the building. Mr. Tropf moved to update first floor capacity to 20 and Mr. Lair seconded. Voice vote: three ayes.

Mr. Lair's Update:

- Vets Memorial Park was decorated for the holidays by Mr. Lair, his wife, and two park board members – thanks from Mr. Lair to those who helped!! D.S. Cakes provided treats – another thanks! And thanks to Green Vision Material and TRC Landscape for donating the tree!
- Cameras have been ordered for Oberland, Mr. Lair will coordinate with Mr. Zimperman to review angles, etc.
- GCTA dinner – everything was submitted to Jonathan Tiber, GCTA Chair. RSVPs are coming in and we have some donations for giveaways.
- Mr. Lair spoke with Green Flush (Micah) – latest update the block is backordered due to color. Reached out expressing concern as we don't want it to show up when it's ready until we say we are ready. There will be a pre-meeting before. Hoping by Dec 15th they will start working on it.
- Submitted Scrap Tire Grant paperwork.

Mr. Skomrock's Update:

- Sherrif's report. 239 calls in November. Citations for engine breaks – not specified.
- HB47 AEDs – Mr. Skomrock reminded the group to keep track of everything with the teams using the playing fields, keep on file and document. Also the AEDs outdoors should be coming down this month.
- The township may need to put out for bid in January the lawn maintenance of cemeteries. Mr. Zimperman suggested outsourcing maybe one or two more cemeteries as they seemed to do a pretty good job this year. Mr. Skomrock brought in a blank contract for township grounds maintenance that can be used for cemetery maintenance.

RECORD OF PROCEEDINGS

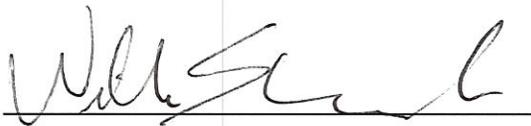
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- Ken Hunter of American Legion spoke with Mr. Skomrock about wanting to put something unique at Veterans Memorial Park. He suggested perhaps silhouettes made from plate steel for 4-5 figures mounted on a slab on the corner. The gentleman looking into it has a fabrication shop and could cut the figures out if we provide the materials. Mr. Oluic and Mr. Lundbland suggested to call Michelle Pemberton at the Vets Services office to ask for any additional suggestions. They are both members of VFW in Chardon so can ask there too on our behalf and keep the Trustees posted. Mr. Lundbland confirmed that the county office of Vets Affairs would help if there were a ceremony to dedicate it or re-open the park with some sort of installation.

Warrants approved prior to or at this meeting:

Number	Post Date	Type	Total Warrant Amount	Payee	Status
38934	12/3/25	AW	\$90.42	Bradford Neal Machinery Inc.	O
38935	12/3/25	AW	\$3,728.00	Bureau of Workers' Compensation	O
38936	12/3/25	AW	\$508.00	COSE-Greater Cleveland Partnership	O
38937	12/3/25	AW	\$49.04	DEX Imaging	O
38938	12/3/25	AW	\$77,000.00	G.A.R. Paving	O
38939	12/3/25	AW	\$116.10	Hans' Freightliner	O
38940	12/3/25	AW	\$600.72	1st Ayd Corporation	O
38941	12/3/25	AW	\$14.28	Amy Lydan	O
38942	12/3/25	AW	\$122.73	Hartville Hardware Inc.	O
38943	12/3/25	AW	\$3,019.50	Horodyski Bros & Co.	O
38944	12/3/25	AW	\$101.84	Kimball-Midwest Inc.	O
38945	12/3/25	AW	\$68,650.58	Middlefield Banking Company	O
38946	12/3/25	AW	\$62.58	Mike Joyce	O
38947	12/3/25	AW	\$50.00	Newbury Technologies	O
38948	12/3/25	AW	\$300.00	Patsy Keyes	O
38949	12/3/25	AW	\$370.00	Portman Electric, Inc.	O
38950	12/3/25	AW	\$37.50	Sunrise Springs Water Co. Inc.	O
38951	12/3/25	AW	\$1,005.00	Treasurer of State of Ohio	O
38952	12/3/25	AW	\$2,013.04	Truck Service Inc.	O
			\$157,839.33	Total Payments	

Mr. Skomrock asked if there were any final questions.

Mr. Skomrock moved to adjourn the meeting and Mr. Tropf seconded. The meeting was adjourned at 8:24 p.m. by unanimous vote.



William Skomrock, Jr. - Chairman



Gregory Tropf - Trustee



David Lair, Jr. - Vice Chairman



Lindsay M. Pollock - Fiscal Officer