

RECORD OF PROCEEDINGS

The regular meeting of the Board of Trustees of Newbury Township was called to order at 6:30 p.m., July 15, 2026, at the Newbury Township Fire Station. Trustees Gregory Tropf, David Lair, Jr., and Carly Sayre were in attendance.

Also in attendance:

Chuck Bartsche	Resident	Nessa Harmeling	Resident
Nick Bellas	Zoning Inspector	Lindsay Pollock	Fiscal Officer
C.D. Boyd	Resident	Tom Sloe	Resident
Ken Fagan	Fire Chief	Doug Zipperman	Road Superintendent

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

Public Input:

- Resident Tom Sloe of Sperry Rd. presented a citizen’s petition against the moratorium on shipping containers and would like it to be part of the record. Mr. Tropf responded that we’re not against it but need zoning regulation and understanding around it. Mr. Sloe asked also about what kind of camera we use for pictures. Mr. Tropf clarified that we would not be able to address further due to pending mediation.
- Resident C.D. Boyd of Overlook asked about litter in the township because he has been mowing on Portlew and someone has been dumping trash there. Mr. Boyd asked can the township post a sign to remind residents? Zoning Inspector, Mr. Bellas, asked for the address so he can visit.

Fire Chief’s Update:

- 64 calls in July; June 106; YTD 607. Way up from last year.
- 4th of July went well. The department received a few calls, but nothing fireworks related in Newbury. Had a call to Auburn for fireworks. Fireworks display went well that resident put on (Sperry property ~ 325 people).

Road Update:

- Prepared a 5-year paving plan with tentative numbers. Fiscal Officer to review and share reasonableness with Trustees / Road Superintendent.
- Meeting is set up with uniform company to nail down before Cintas expires.
- Mr. Zipperman shared quotes from John Deere for rollers for parks and fields: \$5500, \$7700 or \$10,850. Ms. Sayre inquired if this would be for baseball and / or soccer fields. Mr. Zipperman confirmed it would be used all over - cemetery, football, soccer, baseball, fields, etc. Mr. Tropf inquired if the equipment is readily available or if there would be lead time to obtain. Mr. Zipperman said he’s sure it’s available, not sure lead time. Ms. Sayre suggested Mr. Zipperman ask the county-wide road superintendents’ group if there is one to borrow. Mr. Lair pointed out that if we purchase, we can charge back to the teams using the fields. Ms. Sayre noted that the soccer team agreed to \$4k this fall. Ms. Sayre will ask Chester and Munson about the equipment as they have a lot of playing fields. But Mr. Lair said that not too many townships have the size of a soccer field that we do.
- Mr. Zipperman reported that the field groomer (Jacobson) is running again (they were having trouble), did have to order a part for it. Also got other tractor running that pulls the drag. The Geauga Knights returned the two pieces of equipment, so road crew got things fixed.
- Newbury is officially in the salt bid program. We are clear \$55.39/ton delivered to our yard. Ordered 1300 tons +/- 15%. Last year maybe \$54/\$53 per ton, but the fuel surcharge will jump. Morton is the supplier for Geauga County. No other action is needed.
- New tracks for skid steer because one was starting to rip. \$3k total.
- Roadside mower gearbox and hydraulic box bolts to that – shaft wore out inside. Have a new gearbox, but need to buy pump, do we want to buy another gearbox to have one on reserve? Mr. Tropf suggested seeing if there’s a rebuild on it, if not, we should purchase one. Mr. Zipperman will look around.

Zoning Inspector’s Update:

- 3rd reading of resolution for temporary moratorium for the use of shipping containers: 20260715-01. Mr. Tropf moved to accept the resolution as presented and Ms. Sayre seconded. Roll call vote: three ayes.
- Resolution 20260715-02 declaring structure at 11100 Music St (parcel 23-144910) a nuisance and unsafe for demolition and Resolution 20260715-03 declaring structure at

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14544 View Dr (and adjacent parcels 23-175400, 23-175500, 23-175600, 23-186600, 23-186700) a nuisance and unsafe for demolition were presented by Mr. Bellas. Mr. Tropf moved to accept both resolutions as presented and Mr. Lair seconded. Roll call vote: 3 ayes.

- Zoning report was emailed to trustees and fiscal ahead of the meeting. 6 permits, 9 violation notices / courtesy letters, removed 17 signs from telephone poles and rights-of-way. 5 BZA hearings in June. Zoning Commission met in June, minutes were distributed by Zoning Secretary, Amy Lydan.
- Court date today for Margaret Soplatas estate which has been in probate for 9 years. It's a status hearing. The judge wanted to know what the zoning issues were. Seems close to settling. 5/6 relatives involved. Mr. Bellas will work with the person who will be deeded the parcels that have the rubbish / trash / garbage issues to establish a timeline for resolution. This is the family with the airplane graveyard – working with / reached out to 2 aeronautical companies to take items off their property. They seem committed, just hard to work through. Mr. Bellas will work on plan with them.
- Mr. Tropf moved to name Amy Lydan as Assistant Zoning Inspector effective as of today and Mr. Lair seconded. Roll call vote: 3 ayes.
- Ms. Sayre inquired if the KG Enterprises letter went out and Mr. Bellas confirmed it did. Talked about meeting today, anticipates Bellas going on property and inspecting with owners. Sayre: what's the date? Bellas: don't know yet.
- Ms. Sayre shared that the watershed group reached out to her about someone trying to close up a ravine, want to provide background to the resident. Mr. Bellas noted when there are issues of waterways, Army Corps of Engineers gets involved. Mr. Bellas is sending the resident a letter reminding him to come in for a permit and consult with the agencies for advice. Ms. Sayre asked if it is wetlands and Mr. Bellas didn't think so. But since it is a waterway, there are some restrictions – you can't change the course of the waterway. Mr. Bellas suggested he reach out to the agencies with questions.
- Mr. Bellas reminded the trustees about the possibility of establishing a landbank for Newbury Township. For most Ohio counties, it's done through the county's treasurer office. There is not a county-wide landbank in Geauga. The township could look at acquiring properties that are behind on taxes, subject to tax foreclosure, other distressed properties, and come up with a plan to improve the parcels or can sell / donate to a group or entity that would improve the properties. Ms. Sayre volunteered to investigate and get info from counties that currently have a landbank set up.
- Ms. Sayre inquired about the doggy daycare on Overlook. Mr. Bellas confirmed the BZA denied the use variance since the animals are there overnight, and that makes it a kennel which is prohibited. If it was only daytime, may have been more favorable. Due to keeping overnight, became boarding issue, kennel definition, so not allowed.
- Ms. Sayre brought up that a resident reached out regarding another nuisance property. She will discuss with Mr. Bellas after the meeting.
- Building Dept is very busy in the county. More prudent to work with resident rather than mark for demolition. Mr. Lair inquired if we have a way to track permit expirations so that we can renew with resident before it lapses. Mr. Bellas said the system is a bit antiquated, but will inquire if there is a better way we can review. Mr. Tropf clarified that he has asked Mr. Bellas and Ms. Lydan to send a monthly letter to the resident who was granted the 6-month time period to note things that have or have not been done.
- Mr. Bellas has also started an excel doc to track dates of courtesy letter, violation letter, etc.

Fiscal Officer's Update:

- June financials:

Prior Balance	\$ 3,556,305.00	Checking balance	\$ 503,800.15
Receipts	\$ 564,447.23	Star Ohio	\$ 3,000,135.58
Payments	\$ (921,753.24)	Outstanding checks	\$ (304,911.74)
Adjustments	\$ 25.00	Adjustments	\$ -
Total Balance	\$ 3,199,023.99	Total Balance	\$ 3,199,023.99

- Credit card payment options – Ms. Sayre to ask West G for more details on the program they use since fees are so minimal. Ms. Pollock to send out info for Catalis to the Trustees.
- OTARMA updated quote (to include the Oberland Restroom) – only increased the annual premium a few hundred dollars.
- Budget submission to County Auditor will be completed before the July 20th required date.

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- Consent Agenda - ~~regular meeting minutes 6/24/2026~~, 7/7/2026 special meeting minutes
Mr. Tropf moved to approve the consent agenda as amended and Mr. Lair seconded. Roll call vote: 3 ayes.

Mr. Lair's Update:

- Newbury LED Sign – tentative design drawing handed to trustees and fiscal. Would need to pick location (possibly corner at Veterans Memorial Park at 87 and Auburn Rd). Sent to Jessica at NOPEC, waiting to hear back if it will qualify under the grant. Total cost is quoted around \$27,500 from Designs by Dianna. NOPEC grant is \$11,385 so cost to Newbury would be ~\$16k. Mr. Lair also asked to have a quote for a larger size for comparison. The sign can be moved if needed.
- Car Show/250 – Oberland Park / school property August 29th. Burton / Middlefield Rotary want to put up a sign for the 250th regarding the donated trees. Will ask to put Newbury logo on bottom. Park Board watered trees today. Planning to plant more trees this fall – deciding how many (sept / oct). 75 in so far. 5 sponsors for t-shirts, ordered 250 to give away. May bump to 300. Flyers going out – ordered banners, flags, etc.
- Roads – n/a

Ms. Sayre's Update:

- Ms. Sayre would like Ms. Pollock to record a video walking residents through the 2027 budget. Ms. Sayre's fiancé can help make it professional.
- Ms. Sayre wants to make sure the road department's 5-year plan is on the website once it's agreed.
- Ms. Sayre asked for input about starting a Newbury quarterly newsletter – Chesterland does one, do we want to do it too? Mr. Tropf suggested getting the website done first and then revisit.
- Field usage meeting – Ms. Sayre proposed two different dates to soccer group (first priority): Mondays July 27 or Aug 3. Geauga Soccer Federation agreed to \$4k for fall for Oberland Park, will come back with updated usage forms. Softball and baseball has done well. Mr. Lair spoke with Mike Gonzalez (Gauga Soccer Federation), he said to let him know anything we need. Has had other teams approach with interest.
- Cemetery (Ms. Montani-Kerr) update: Installation of additional 2 town hall cameras depends on what we do with the website. Ms. Sayre got a quote on cameras for YouTube recording of meetings \$8385 (Just Add Tech, Inc.). Indigent burial process: Ms. Sayre spoke with Mr. Tiber of Claridon Township (also Geauga County Township Association President) who suggested we call Sly to get a quote for them to handle indigent burials for the township. Trustees agree. Plot purchase and burial prices: all trustees agree to leave as is. Cemetery regulation updates: Mr. Ziperman to advise regarding any current compliance issues. Trustees need to decide if we should change rules or police more carefully. Mr. Ziperman said every couple years they clean up the sites and remove any items that are not allowed. Resident, Nessa Harmeling asked about the potential removal of a big oak tree near burial plots. Mr. Ziperman said, until the tree dies, we won't be able to take it out. Mr. Lair spoke with Mike Milano and gave Ms. Sayre's info to him to contact her regarding the annual contract for cemetery maintenance.
- Tech update:
 - have new agreement from company 109 for website. \$5,500 original, now \$7500 – will send around for review.
 - PLAUD recording prompts can plug into AI for formatting and content.
- Did hear from David Joyce's office – potential meeting week of July 27th to discuss any possible grants to pursue with West G property etc.

Mr. Tropf's Update:

- PLAUD system set-up: all good – no charge for first year. We need a smart phone for initial set up (Tropf to give). plaud@newburyohio.com – Mr. Tropf will work on with ADP. Also working on cemetery program for us. Ms. Sayre: working on it with ADP, also free. Will be July or August.
- Mr. Tropf would like to see a contributor sign for Oberland Park – one big sign for “thank you” to those who have contributed in various ways. Mr. Lair mentioned that the wind guards will need to come down for winter. Perhaps a sign could be located by the pavilion, or by the restroom, somewhere fixed.

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- Veterans Park flags: Park Board take them down now that July 4th has passed. Mr. Lair will address.

Other Input: n/a

Warrants approved prior to or at this meeting:

Number	Post Date	Type	Total Warrant Amount	Payee	Status
39273	7/6/26	AW	-\$2,897.00	Above and Beyond Gutter Co. LLC	V
39310	7/15/26	AW	\$571.03	1st Ayd Corporation	O
39311	7/15/26	AW	\$548.00	Ag-Pro Ohio, LLC	V
39311	7/15/26	AW	-\$548.00	Ag-Pro Ohio, LLC	V
39312	7/15/26	AW	\$434.94	Arms Trucking Co., Inc.	V
39312	7/15/26	AW	-\$434.94	Arms Trucking Co., Inc.	V
39313	7/15/26	AW	\$434.94	Arms Trucking Co., Inc.	O
39314	7/15/26	AW	\$548.00	Ag-Pro Ohio, LLC	O
39315	7/15/26	AW	\$452.00	Bain Enterprises, LLC	O
39316	7/15/26	AW	\$299.99	Bulldog Battery	O
39317	7/15/26	AW	\$650.00	Cintas	O
39318	7/15/26	AW	\$1,746.75	Cintas Corp.	O
39319	7/15/26	AW	\$4,461.25	CJ Landscape, LLC	O
39320	7/15/26	AW	\$27.56	Cleveland Plumbing Supply Co.	O
39321	7/15/26	AW	\$8,124.30	Cuyahoga Asphalt Materials	O
39322	7/15/26	AW	\$715.00	Designs by Dianna Ltd.	O
39323	7/15/26	AW	\$118.58	DEX Imaging	O
39324	7/15/26	AW	\$56.93	First Quality Power Place	O
39325	7/15/26	AW	\$50.97	Iron Man Contractors Supply	O
39326	7/15/26	AW	\$34.56	IRS TAX PYMT	O
39327	7/15/26	AW	\$83.93	James N. Stefancin	O
39328	7/15/26	AW	\$100.00	James R Phifer	O
39329	7/15/26	AW	\$146.00	Karlovec Media GRoup	O
39330	7/15/26	AW	\$1,164.39	Kimball-Midwest Inc.	O
39331	7/15/26	AW	\$28.13	Kimberly Montani	O
39332	7/15/26	AW	\$60.54	Nickolas Bellas	O
39333	7/15/26	AW	\$45,941.00	OTARMA	V
39333	7/15/26	AW	-\$45,941.00	OTARMA	V
39334	7/15/26	AW	\$45,941.00	OTARMA	O
39335	7/15/26	AW	\$300.00	Patsy Keyes	O
39336	7/15/26	AW	\$99.95	Ray's Repair	O
39337	7/15/26	AW	\$3,340.00	Rustic Creek Farms	O
39338	7/15/26	AW	\$38.98	Sunrise Springs Water Co. Inc.	O
39339	7/15/26	AW	\$9,486.80	The Penn Ohio Corporation	O
39340	7/15/26	AW	\$189.00	Treasurer of State	O
39341	7/15/26	AW	\$1,058.88	Ullman Oil Company	O
39342	7/15/26	AW	\$262.71	West Geauga Local School District	O
			\$77,695.17	Total Payments	

Mr. Tropf moved to adjourn the meeting and Ms. Sayre seconded. The meeting was adjourned at 7:55 p.m. by unanimous vote.

Gregory Tropf - Chairman

David Lair, Jr. - Vice Chairman

Carly A. Sayre – Trustee

Lindsay M. Pollock – Fiscal Officer