

NEWTON TOWNSHIP BOARD OF TRUSTEES  
4410 NEWTON FALLS BAILEY ROAD  
NEWTON FALLS, OH 44444  
SPECIAL MEETING MINUTES  
JANUARY 31, 2024

The Newton Township Board of Trustees held a special meeting on Wednesday, January 31, 2024 at the Township Administration Building, 4410 Newton Falls-Bailey Road in Newton Falls, OH with Trustees Peter J. Augusta, John J. Nemet, Doreen Lutz, and Fiscal Officer Susan Montgomery present. Augusta led the Pledge of Allegiance and called the meeting to order at 6:30 p.m.

ALSO PRESENT: one member of the general public

The purpose of this meeting was to discuss a cemetery deed transfer, Spectrum utility upgrades, financial matters, and payment of bills.

BUSINESS

**24.01.34** Lutz moved to approve the 2024 Annual Conservation Appropriation payable to Trumbull SWCD in the amount of \$1,705.62. Second by Nemet.

Discussion: It was noted the rate increased from \$1,428.00 and was last increased in 2017.

**Roll Call:** Augusta, Yes Nemet, Yes Lutz, Yes MOTION CARRIED 3-0

**24.01.35** Augusta moved to approve the January credit card statement from Farmers National Bank in the amount of \$272.56 (\$8.56 General certified mail, \$264.00 General postage). Second by Lutz.

**Roll Call:** Augusta, Yes Nemet, Yes Lutz, Yes MOTION CARRIED 3-0

**24.01.36** Nemet moved to approve purchase orders as presented (through PO 100-2023, PO 7-2024). Second by Lutz.

**Roll Call:** Augusta, Yes Nemet, Yes Lutz, Yes MOTION CARRIED 3-0

**24.01.37** Augusta moved to approve checks/pay bills as presented (through 24-2024 and 25539). Second by Nemet.

**Roll Call:** Augusta, Yes Nemet, Yes Lutz, Yes MOTION CARRIED 3-0

The Board of Trustees reviewed a request to install a Fiber RDOF Build between Gilbert and Ravenna Road. Montgomery noted they have been advised no permit is required by the township at this time unless a road cut is required; the guidelines as noted in the township's Right-of-Way Work Permit-Utilities have been provided.

**24.01.38** Augusta moved to approve the work request as submitted by Spectrum to install fiber optic lines between Gilbert and Ravenna Roads in the areas under the township's jurisdiction, providing the guidelines of Resolution 23.10.01 (Right-of-Way Work Permit-Utilities) are followed and no road cuts are performed. Second by Lutz.

Discussion: Augusta suggested Spectrum also reach out to Paris Twp.as they share responsibility for maintaining a portion of the road in the work area.

**Roll Call:** Augusta, Yes Nemet, Yes Lutz, Yes MOTION CARRIED 3-0

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**24.01.39** Lutz moved to approve the transfer of West Side Lot 495 Grave 3 from William and JoAnne Dydell to (son and spouse) Ronald C. and Kathleen Dydell. Second by Nemet.

**Roll Call:** Augusta, Yes Nemet, Yes Lutz, Yes MOTION CARRIED 3-0

A brief discussion was held regarding the language in the policy handbook and subsequent action and discussion regarding payment of employee overtime for clarification. Board members clarified that employees should be compensated for overtime (1 ½ times hourly rate for time spent beyond the 8-hour day) if they are called in early to work or if they work beyond their eight-hour day without clocking out. Work hours are not compounded. Board members advised that that employees should be paid overtime under this circumstance even if they do not meet the 40-hr. minimum for time worked as outlined under FSLA guidelines. The emergency call-in policy will apply when an employee is called in after leaving from their work day, on vacation, or on weekends or holidays. All officials were in agreement to begin working to review and update the language and policies in the employee handbook as needed.

The county engineer's staff was unable to meet on dates previously discussed for the annual meeting with the township; a new date was chosen from current dates available. The tentative date was selected and a public notice will be issued for a workshop to be held at the engineer's office on February 14, 2024 at 10:00 a.m. once that date is confirmed.

Augusta moved to adjourn the meeting. Second by Lutz.

**Roll Call:** Augusta, Yes Nemet, Yes Lutz, Yes MOTION CARRIED 3-0

The meeting adjourned at 7:22 p.m.

Text as shown approved by Newton Township Board of Trustees on February 26, 2024.

A copy of the official minutes is available by request.

Susan D. Montgomery, Fiscal Officer