

NEWTON TOWNSHIP BOARD OF TRUSTEES  
4410 NEWTON FALLS BAILEY ROAD  
NEWTON FALLS, OH 44444  
RESCHEDULED  
REORGANIZATIONAL MEETING  
JANUARY 06, 2024

The Newton Township Board of Trustees held its 2024 reorganization meeting on Saturday, January 06, 2024 at the Township Administration Building, 4410 Newton Falls-Bailey Road in Newton Falls, OH with Trustees Peter J. Augusta, Doreen Lutz, newly elected Trustee John J. Nemet and Fiscal Officer Montgomery present. The meeting had been rescheduled from January 3<sup>rd</sup> due to illness. All stood for the Pledge of Allegiance and Fiscal Officer Montgomery called the meeting to order at 11:00 a.m.

ALSO PRESENT: Mike Hall, road superintendent and cemetery sexton; Rod Hedge, zoning Inspector; Dan Smith, road and cemetery maintenance; four members of the general public

Montgomery acknowledged that Trustee John J. Nemet had been administered the Oath of Office by the Honorable Judge Philip Vigorito on December 27, 2023 and a certified copy of his Oath as well as a copy of his Certificate of Election is on file with the fiscal office. She welcomed Trustee Nemet to the Board.

Montgomery requested nominations for 2024 Chairperson.

**24.01.01** Lutz nominated Augusta for 2024 Board Chairperson. Second by Nemet.

Augusta accepted the nomination. There were no additional nominations.

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

Nominations were requested for Vice-Chairperson.

**24.01.02** Lutz nominated Nemet for 2024 Vice-Chairperson. Second by Augusta.

Augusta accepted and there were no additional nominations.

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

The meeting was turned over to Chairman Augusta.

Augusta moved to enter into executive session to discuss the appointment, employment and compensation of a public official or employee pursuant to ORC 121.22 (G)(1). Second by Lutz.

**Roll Call:** Augusta, Yes Nemet, Yes Lutz, Yes MOTION CARRIED 3-0 Time 11:03 a.m.

At intervals, Aaron Perkins, Rick Pigg, Mike Hall, and Fiscal Officer Montgomery were invited into executive session.

Augusta moved to return from executive session to open session. Second by Nemet.

**Roll Call:** Augusta, Yes Nemet, Yes Lutz, Yes MOTION CARRIED 3-0 Time 12:08 p.m.

Executive session discussion was considered regarding employee status and compensation, committee and Fire Board resident appointments.

**24.01.03** Augusta moved to appoint Lutz as representative of the Newton Township Board of Trustees on the NF Joint Fire District Board for the year 2024. Second by Nemet.

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

Appointment of a resident of Newton Township to serve a three-year term on the Fire Board is pending additional interviews.

A special meeting will be scheduled for Thursday, January 11, 2024 at 6:00 p.m. to conduct interviews for the Fire Board position, appoint a Fire Board representative, and other business as necessary.

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**24.01.04** Augusta moved to accept 2024 Committee appointments as presented.

Board of Health- Board Chair only one to vote (authority must be granted for another vote in case of absence) -Augusta

TCCOG-(Board Chair) -Augusta

Trustee in charge of building (hall rental, maintenance, cleaning) -Lutz

Trustee in charge of purchase requests -Nemet

Emergency Management Association (ongoing meetings) -Augusta (Nemet will attend January meeting)

Soil & Water/Phase II Storm Water (ongoing projects and meetings) -Nemet

Scott Street Project (ongoing projects and meetings) -Nemet

Additional appts (liaison): Cemetery-Lutz

Zoning-Augusta

Second by Lutz.

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

**24.01.05** Augusta moved to adopt the 2024 Open Meeting Resolution as presented:

The Newton Township Board of Trustees shall conduct its meeting in full compliance with the Ohio Sunshine Law and accordingly establishes the following rules for the scheduling and notice of all meetings:

1. Regular meetings of the Newton Township Board of Trustees shall be held on the **fourth Monday** of every month at **6:30 p.m.** and notice of said meetings shall be posted on the Township Bulletin Board or sign for that purpose.
2. Special meetings- Notice of Special Meetings of the Newton Township Board of Trustees shall be given by posting advanced written notice of the same in a conspicuous place outside the Township Hall on a bulletin board or sign provided for that purpose. Additionally, notice of all Special Meetings shall be given to the *Warren Tribune Chronicle* and any other newspaper that requests the same at least 24 hours in advance of the meeting except in an emergency in which case the notice shall be given as soon as practicable.
3. Content of Notice: Notice of Special Meetings of the Board of Trustees shall contain the following information: (i) shall state: Notice of Special Meeting of the Newton Township Board of Trustees; (ii) Date; (iii) Time; (iv) Place; and (v) Purpose of the meeting.
4. Additionally, the Township will provide advance written notice of Special Meetings to anyone who provides the Township with pre-paid postage, self-addressed envelopes or post cards.

\*Exception: The May meeting, due to the holiday, will be rescheduled for Thursday, May 30, 2024.

Second by Nemet.

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

**24.01.06** Augusta moved to approve the following 2024 employee appointments and compensation as presented effective January 01, 2024. Second by Lutz.

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

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Road/Cemetery Department Full-time employees with benefits Road Supervisor and Cemetery Sexton Mike Hall	\$23.64/hr.
Road/Cemetery Department Maintenance Dan Smith	\$21.10/hr.
Road/Cemetery Department Maintenance *Brandon Ferguson Waiver of health, dental, vision for 2024	\$18.00/hr.
Zoning Department-part-time appointments Zoning Inspector Rodney Hedge	\$772.70/mo.
Zoning Secretary Susan Montgomery	\$16.39/hr.

\*Fiscal Officer Montgomery noted for the record that the wage increases granted exceeded the recommendations of the fiscal officer.

**24.01.07** Augusta moved to approve the following Zoning appointments:

Zoning Commission (5 yr. term ending 12-31-28) Shara Sullivan (reappointment)  
Board of Zoning Appeals (5 yr term ending 12-31-28) Richard Lantz ( reappointment)  
Second by Nemet.

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

**24.01.08** Augusta moved to approve the pay rate for members of the Zoning Commission and Board of Zoning Appeals as follows to be held as necessary in 2024:

\$35 per meeting attended for board members  
\$20 per meeting for alternates while attending a meeting but not actively sitting in for a board member.

Second by Lutz.

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

**24.01.09** Lutz moved to adopt current accepted policy for the year 2024 or until amended for full-time employee vacation, sick leave, and holiday pay as stated below. The Board further requires that time logs are to be presented with time cards to document the amount of time each employee has worked in a particular area each day (road work, cemetery, etc.).

Vacation: 1-3 years full time employment = 1-week vacation

3-10 years full time employment = 2 weeks' vacation

10-15 years full time employment = 3 weeks' vacation

15-20 years full time employment = 4 weeks' vacation

Sick time to remain unchanged at 4.6 hours per pay period with continuous accrual.

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Paid Holidays: New Year's Day, Martin Luther King Day, President's Day, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Day.

Second by Augusta.

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

**24.01.10** Nemet moved to authorize an annual safety boot allowance of \$150 for Hall, Smith, and Ferguson. Second by Lutz.

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

**24.01.11** Augusta moved to appoint Special Counsel as follows to be the secondary contact to the Trumbull County Prosecutor's Office:

Cherry Lynne Poteet @ \$150/hr.

Goodman, Fowler & O'Brien @ \$170/hr.

Second by Nemet.

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

**24.01.12** Lutz moved to approve 3% contractual increase of contribution to the NF Joint Fire District in the amount of \$60,498.84 for 2024. Second by Augusta.

\*Note: This increase was implemented by the NF Joint Fire District Board to reinstate the original 3% increase from the original contract since a new contract has not been agreed upon. Trustees approved the contribution increase for 2024.

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

**24.01.13** AUTHORIZE THE FISCAL OFFICER TO REQUEST AN ADVANCE OF REAL ESTATE TAX SETTLEMENTS PAYABLE IN 2024 FROM THE COUNTY AUDITOR

WHEREAS, The Ohio Revised Code allows a taxing authority to request advance payment from the County Auditor of funds derived from taxes or other sources to the County Treasurer, which may be held on account of a local subdivision.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Newton Township, Trumbull County, Ohio:

Section 1. That the Auditor and the Treasurer of Trumbull County, in accordance with Ohio Revised Code Section 321.34, be required to draw and pay to the Newton Township, upon written request of the Fiscal Officer to the County Auditor, funds due and any RE settlement derived from taxes or other sources payable to the County Treasurer to the account of Newton Township and lawfully applicable for purposes of the current fiscal year.

Section 2. That the Fiscal Officer is hereby authorized to transmit a certified copy of this Resolution to the Auditor of Trumbull County, Ohio.

Section 3. That this Resolution shall take effect and be enforced from and after the earliest period allowed by law.

Nemet moved to authorize the fiscal officer to request advance payments for RE property from the county auditor in 2024 per Resolution 24.01.13. Second by Lutz.

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

**24.01.14** Lutz moved to authorize membership in the Ohio Township Association for the Trustees, Fiscal Officer, Road Supervisor/Cemetery Sexton and, and Zoning Inspector and approve attendance at the Annual Ohio Township Convention with expenses paid according to policy in addition to the costs associated with the monthly meetings of the Trumbull Township Association.  
Second by Nemet.

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

**24.01.15** Augusta moved to reimburse/pay authorized travel expenses of Township Officials during the year including reimbursement for meals (\$40 maximum) during overnight travel, parking, and lodging (single rate, less taxes). Second by Lutz.

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

**24.01.16** Nemet moved to reimburse mileage at the rate established by Federal IRS guidelines (\$0.67 per mile rate for 2024) for all officials while attending to authorized Township business outside of the Township. Second by Lutz.

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

**24.01.17** Augusta moved to authorize Fiscal Officer Montgomery to attend all available 2024 LGOC and UAN System conference/trainings. Second by Nemet.

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

**24.01.18** Augusta moved to authorize the Fiscal Officer to pay all payroll withholding (Federal, State, OPERS, Local), OBWC, ODJFS, AOS, utility, Capital One Credit Account, and any other payments deemed necessary via ACH in 2024. Second by Lutz.

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

**24.01.19** Augusta moved to enter into a contractual agreement with Niles Foundation Co. through December 31, 2024 to pour cemetery foundations at \$0.80 per square inch. Second by Nemet.

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

By consensus, the Board approved to maintain cemetery rates with no changes. (the cost to pour foundations needs to be corrected on the list to \$0.80 per square inch)

**BUSINESS**

**24.01.20** Augusta moved to approve payments as issued. (through 1-2024) Second by Nemet.

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

**24.01.21** Augusta moved to approve purchase orders as issued (through BC 46-2023) Second by Lutz.

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

**24.01.22** Lutz moved to approve purchase of the 2024 Township Education Subscription for \$250 (reimbursable through the 2024 MORE Grant). Second by Nemet.

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

**COMMENTS**

None.

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 12:36 p.m.

Text as shown approved by Newton Township Board of Trustees on January 22, 2024.

A copy of the official minutes is available by request.

Susan D. Montgomery, Fiscal Officer