

NEWTON TOWNSHIP BOARD OF TRUSTEES
4410 NEWTON FALLS BAILEY ROAD
NEWTON FALLS, OH 44444
SPECIAL MEETING MINUTES
FEBRUARY 09, 2016

The meeting and work session have been recorded and the following is a summary of the business conducted at the meeting.

The Newton Township Board of Trustees held a Special Meeting on Tuesday, February 09, 2016 at the Township Administration Building, 4410 Newton Falls Bailey Road in Newton Falls, OH with Trustees Page and Lutz and Fiscal Officer Montgomery present. Nemet was excused due to a work emergency. Chairman Page led the Pledge of Allegiance and called the meeting to order at 10:02 a.m.

Three residents attended the meeting.

The purpose of this meeting was to review the annual insurance contract, pay bills, and discuss a website.

Nelson Crain from Clear Choice Creative met with officials to discuss the new website layout and answer any questions. The company had hosted the Township's website previously and, due to some issues within the website, agreed to upgrade the site at no charge to a responsive and more user-friendly format. He replaced the events calendar with a Google format which should eliminate past problems with that portion of the site. Crain presented the website's new look and said it would take little time to load new information to the site once it is submitted. Hosting is currently \$300 per year which includes security and support for problems that occur with the site, and the annual domain fee is \$19.99. Website administrator/s will be trained at no cost to the Township.

16.02.01 Lutz moved to approve the OTARMA 2016-2017 insurance policy coverage effective 02/01/2016 through 02/01/2017 at \$9,078.00. Second by Page.

Roll call: Page, Yes Lutz, Yes MOTION CARRIED 2-0

16.02.02 Page moved to approve Purchase Orders 6-7 and Warrants 22070-22104 and 3-2016 issued to date. Second by Lutz.

Roll call: Page, Yes Lutz, Yes MOTION CARRIED 2-0

Lutz moved to adjourn the meeting. Second by Page.

Roll call: Page, Yes Lutz, Yes MOTION CARRIED 2-0

The meeting adjourned at 10:50 a.m.

Approved by the Newton Township Board of Trustees as submitted February 22, 2016.

Susan D. Montgomery, Fiscal Officer