

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee 2020 Organizational Meeting

HELD

December 29, 2019

Fiscal Officer, Lisa Akers called the December 29, 2019 Organizational Meeting for 2020 to order at 7:07 am, followed by the Pledge of Allegiance.

Trustees: Jack Hoyt, Patricia Brubaker, Andrew Gulish were present, as well as Fiscal Officer, Lisa Akers. Staff and Public: John and Kathy Rokasy, John Piwinski

-Lisa Akers, Fiscal Officer asked for nominations from Board for 2020 Board Chairperson

-Patricia Brubaker nominated Jack Hoyt for Board Chairman for the 2020 Calendar Year.

Motion to Elect 2020 Chairman

Motion was made by Patricia Brubaker to elect Jack Hoyt as the 2020 Chairman of the Board of Trustees, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Jack Hoyt—aye. **MOTION CARRIED** **2019-12-22**

Chairman Hoyt assumed duties at this time.

Motion to Elect 2020 Vice Chairperson

Motion was made by Andrew Gulish to elect Patricia Brubaker as 2020 Vice Chairperson of the Board of Trustees, seconded by Jack Hoyt. RCV: Andrew Gulish—aye; Jack Hoyt—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2019-12-23**

Motion to Establish Meeting Schedule

Motion was made by Jack Hoyt to establish meeting schedule as the first and third Tuesday of each month 7:30 pm at the Administrative Building, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED **2019-12-24**

Motion to Approve Confirmation of 2019 Resolutions

Motion was made by Andrew Gulish to approve the confirmation of the following 2019 Resolutions:

1. Pay 2020 Trustees/Fiscal Officer at Maximum Level as provided by ORC 505.24 and 507.09.
2. Temporary Appropriations
3. Provide health benefits per ORC 505.60 through 505.603

seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Jack Hoyt—aye. **MOTION CARRIED** **2019-12-25**

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Motion to Authorize Payment for Travel Expenses

Motion was made by Patricia Brubaker to authorize payment for travel and expenses for seminars and township business for 2020, mileage to be paid at federal allowed rate per mile, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Jack Hoyt—aye.

MOTION CARRIED **2019-12-26**

Motion to Establish Purchasing Authority and Limits

Motion was made by Andrew Gulish to establish purchasing authority and limits without pre-authorization by the Board of Trustees as follows:

Trustees—\$1500.00; Fiscal Officer—\$1500.00; Supervisor—\$1000.00; Complex Custodian—\$500.00
 seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Jack Hoyt—aye.

MOTION CARRIED **2019-12-27**

Motion to Establish Fiscal Officer Authority

Motion was made by Patricia Brubaker to establish the following Fiscal Officer Authority:

- Make Supplemental Appropriations as needed to conduct Township Business
- Execute wire transfers to and from investment accounts as needed to conduct Township business

seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Jack Hoyt—aye.

MOTION CARRIED **2019-12-28**

Motion to Appoint Central LC Ambulance District Representative

Motion was made by Jack Hoyt to appoint Patricia Brubaker as representative of NRT to the Central LC Ambulance District, seconded by Andrew Gulish. RCV: Jack Hoyt—aye; Andrew Gulish—aye; Patricia Brubaker—aye.

MOTION CARRIED **2019-12-29**

Motion to Appoint Zoning Inspector

Motion was made by Jack Hoyt to appoint Timothy Wagner as Zoning Inspector of NRT, seconded by Patricia Brubaker—aye. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED **2019-12-30**

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Motion to Appoint Fire Prevention Officers

Motion was made by Jack Hoyt to appoint the following Fire Prevention Officers:

1. Oberlin—Fire Chief of respective service area
2. South Amherst—Fire Chief of respective service area

seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2019-12-31**

Motion to Maintain Current Rental Rates

Motion was made by Patricia Brubaker to maintain current rental rates for 2020, 2021, 2022, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Jack Hoyt—aye. **MOTION CARRIED** **2019-12-32**

Motion to Maintain Current Zoning Fee Schedule

Motion was made by Patricia Brubaker to maintain current Zoning Fee Schedule for 2020, seconded by Andrew Gulish. RCV: Patricia Brubaker —aye; Andrew Gulish—aye; Jack Hoyt—aye. **MOTION CARRIED** **2019-12-33**

Motion to Set Dumpster Dates and Times

Motion was made by Andrew Gulish to set the following Dumpster Dates (time same as last year):

April 17,18,19	June 19,20,21	September 18,19,20
May 15,16,17	July 17,18,19	October 16,17,18

seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Jack Hoyt—aye. **MOTION CARRIED** **2019-12-34**

Motion to Confirm Pride Day

Motion was made by Patricia Brubaker to confirm Pride Day as Saturday, May 16, 2020 from 10 am—2 pm, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Jack Hoyt—aye. **MOTION CARRIED** **2019-12-35**

Motion to Appoint Representative to Lorain County Rural Water Board

Motion was made by Andrew Gulish to appoint Patricia Brubaker as Representative to Lorain County Rural Water Board, seconded by Jack Hoyt. RCV: Andrew Gulish—aye; Jack Hoyt—aye; Patricia Brubaker—aye.

MOTION CARRIED **2019-12-36**

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Motion to Appoint Personal Information Designee

Motion was made by Patricia Brubaker to appoint Lisa Akers, Fiscal Officer as NRT Personal Information Designee, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Jack Hoyt—aye. **MOTION CARRIED** **2019-12-37**

Motion to Approve Employee Cell Phone Reimbursement

Motion was made by Andrew Gulish to approve Employee Cell Phone Reimbursement @ \$45.00/month for designated employees; seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Jack Hoyt—aye.

MOTION CARRIED **2019-12-38**

Motion to Approve Clothing Allowance

Motion was made by Andrew Gulish to approve clothing allowance at \$350.00 per year per designated full-time employees, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Jack Hoyt—aye. **MOTION CARRIED** **2019-12-39**

Motion to Approve Continuation of Govdeals to Dispose of Township Property

Motion was made by Patricia Brubaker to approve continued use of Govdeals to dispose of Township Property, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Jack Hoyt—aye.

MOTION CARRIED **2019-12-40**

Motion to Confirm Blanket Certificate Purchase Order Limit

Motion was made by Patricia Brubaker to confirm Blanket Certificate Purchase Order limit @ \$5,000.00 as originally approved 3/20/2018, Motion #2018-03-10, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Jack Hoyt—aye.

MOTION CARRIED **2019-12-41**

Additional Concerns:

Zoning Board Vacancy—Run ad in newspaper for two (2) weeks

Employee Evaluations—will set date 1/7/2020 Regular Meeting

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Motion to Adjourn

Motion was made by Patricia Brubaker to adjourn meeting at 7:18 am, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish; Jack Hoyt—aye.

MOTION CARRIED

2019-12-42

AFFIRMED by Jack Hoyt on 1.7.2020 Regular Meeting

ATTESTED by Lisa Akers on 1.7.2020 Regular Meeting

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