

**RECORD OF PROCEEDINGS**  
**Minutes of New Russia Township Trustee Regular Meeting**

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**HELD**

**November 3, 2020**

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Chairman Jack Hoyt called the November 3, 2020 Regular Meeting to order at 7:30 pm, followed by the Pledge of Allegiance.

Trustees: Patricia Brubaker and Jack Hoyt were present, as well as Fiscal Officer, Lisa Akers. Trustee Andrew Gulish was absent. Staff and Public: Bryan Plemons, Lester Morris, Dan Jarven, Jim Graham

**Motion to Approve October 20, 2020 Regular Meeting Minutes**

Motion was made by Patricia Brubaker to approve the October 20, 2020 Regular Meeting Minutes, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye.

**MOTION CARRIED** **2020-11-01**

***FISCAL OFFICER'S REPORT***

*The Financial and Investment Reports were reviewed and found in order.*

**Motion to Approve 2021 Temporary Appropriations**

Motion was made by Patricia Brubaker to approve the 2021 Temporary Appropriations totaling \$2,611,000.00, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye.

**MOTION CARRIED** **2020-11-02**

***(See Next Page for Appropriation Breakdown)***

**Motion to Approve Warrants**

Motion was made by Patricia Brubaker to approve Warrants totaling \$13,700.41, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye.

**MOTION CARRIED** **2020-11-03**

***STAFF REPORTS***

**Lester Morris:** -Submitted letter of resignation from Zoning Board of Commission

**Motion to Accept Letter of Resignation**

Motion was made by Patricia Brubaker to accept Lester Morris's Letter of Resignation from the Zoning Board of Commission effective 1/31/2021, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye.

**MOTION CARRIED** **2020-11-04**

*The Board thanked Mr. Morris for his years of service.*

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**2021 TEMPORARY APPROPRIATIONS****1000 GENERAL FUND**

110	Administrative Salary	\$	118,287.00	
110	Administrative Fringe Benefits	\$	170,800.00	
110	Administrative Program	\$	161,500.00	
120	"The Lodge" Salary	\$	34,000.00	
120	"The Lodge" Fringe Benefits	\$	5,450.00	
120	"The Lodge" Program	\$	169,000.00	
130	Zoning Salary	\$	27,000.00	
130	Zoning Fringe Benefits	\$	5,875.00	
130	Zoning Program	\$	4,350.00	
190	Service Complex Salary	\$	130,000.00	
190	Service Complex Fringe Benefits	\$	10,085.00	
190	Service Complex Program	\$	52,500.00	
210	Police Protection Program	\$	140,000.00	
220	Fire Protection Program	\$	150,000.00	
230	Emergency Medical Service Program	\$	9,000.00	
310	Street Lighting Program	\$	4,500.00	
330	Highways Program	\$	323,500.00	
410	Cemetery Salary	\$	8,000.00	
410	Cemetery Fringe Benefits	\$	1,236.00	
410	Cemetery Program	\$	33,200.00	
420	Health District Program	\$	12,000.00	
590	Human Services Program	\$	11,000.00	
610	Parks/Recreation Salary	\$	30,000.00	
610	Parks/Recreation Fringe Benefits	\$	5,000.00	
610	Parks/Recreation Program	\$	94,000.00	
760	Capital Outlay Program	\$	350,000.00	
820	Debt Service Program	\$	44,717.00	
930	Contingency Program	\$	-	
	<b>Total General Fund</b>	\$		<b>2,105,000.00</b>

**2011 MOTOR VEHICLE FUND**

330	Highways Program	\$	10,500.00	
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**2021 GASOLINE TAX FUND**

330	Highways Program	\$	245,000.00	
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**2031 ROAD & BRIDGE FUND**

330	Highways Salary	\$	50,000.00	
330	Highways Fringe Benefits	\$	7,725.00	
330	Highways Program	\$	192,275.00	
	<b>Total Road &amp; Bridge Fund</b>	\$		<b>250,000.00</b>

**2902 LORAIN COUNTY SOLID WASTE GRANT**

390	Public Works Program	\$	-	
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**9001 3% BD. OF BLDG. STANDARDS FEE**

130	Zoning Program	\$	500.00	
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**TOTAL APPROPRIATIONS ALL FUNDS****\$ 2,611,000.00**

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***STAFF REPORTS-continued***

**Deputy Plemons:            Call for Service**

- Oct. 7<sup>th</sup>, The state PUCO officer asked for the Sheriff weights enforcement deputy for assistance on RT. 511 for an overweight commercial vehicle
- Oct. 9<sup>th</sup>, 48000 block of ST. RT. 511, reference a telephone harassment complaint (social security scam from overseas)
- Oct. 10<sup>th</sup>, 46000 block of Butternut Ridge Rd., reference the theft of a political sign
- Oct. 10<sup>th</sup>, 46000 block o Butternut Ridge Rd., reference a welfare check
- Oct. 10<sup>th</sup>, 47000 block of Russia Rd., reference a juvenile complaint
- Oct. 11<sup>th</sup>, 48000 block of Russia Rd., reference a domestic violence complaint
- Oct. 15<sup>th</sup>, 43000 block of ST. RT. 511, to assist a male in getting property at a residence
- Oct. 15<sup>th</sup>, 45000 block of Russia Rd., to assist a female in getting property at a residence
- Oct. 16<sup>th</sup>, Assisted the State Patrol with an accident on RT 58 at Russia Rd
- Oct. 16<sup>th</sup>, report of children taking siding off an old house on Quarry Rd. This home was slated for demolition. No one at this property.
- Oct. 16<sup>th</sup>, 45000 block of Russia R., reference a domestic violence complaint

**Dan Jarven:**            -Issued Single Family Dwelling Permit in October for West Hamilton Street Property  
 -All data has been transferred from desktop to new laptop from Computer Systems Unlimited  
 -Bethel Logos proposing Female Alcohol/Drug Rehab House on East Hamilton

**Jim Graham:**            -No report

**Jack Hoyt:**            -Read written report from Kris Waechter in his absence

*Reviewed estimate for catch basin repair needed at Service Complex.*

**Motion to Approve Catch Basin Repair**

Motion was made by Patricia Brubaker to approve Service Complex catch basin repair from Kyle's Excavating LLC at a cost of \$4,875.00, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye.

**MOTION CARRIED**

**2020-11-05**

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***TRUSTEE BUSINESS***

*Correspondence were reviewed and found in order.*

**Motion to Approve Holiday Schedule**

Motion was made by Patricia Brubaker to approve the Holiday Schedule as follows:

Office and Service Complex CLOSED

November 26, 27, 28, 2020

December 24, 25, 26, 2020

December 31, 2020, January 1, 2, 2021

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

**MOTION CARRIED**

**2020-11-06**

Informational: November 11, 2020 Veteran's Day (Office and Service Complex CLOSED)

November 12, 13, 14, 20, 23, 2020 (Office CLOSED-Edie Vacation)

**Motion to Approve Discontinuing Employment**

Motion was made by Patricia Brubaker to approve discontinuing employment for James Jones as Part-Time Service Employee due to extended absence from work with no just cause effective immediately, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye.

**MOTION CARRIED**

**2020-11-07**

**Motion to Adjourn**

Motion was made by Patricia Brubaker to adjourn meeting at 7:48 pm, seconded by Jack Hoyt.

RCV: Patricia Brubaker—aye; Jack Hoyt—aye.

**MOTION CARRIED**

**2020-11-08**

**AFFIRMED by Jack Hoyt at November 17, 2020 Regular Meeting**

**ATTESTED by Lisa Akers at November 17, 2020 Regular Meeting**