

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

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**HELD**

**February 2, 2021**

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Chairman, Andrew Gulish called the February 2, 2021 Regular Meeting to order at 7:30 pm, followed by the Pledge of Allegiance.

Trustees: Andrew Gulish, Jack Hoyt, Patricia Brubaker were present as well as Fiscal Officer, Lisa Akers. Staff and Public: Kris Waechter, Bryan Plemons, Desi Justin, Edie Taylor, Dan Jarven

**Motion to Approve January 19, 2021 Regular Meeting Minutes**

Motion was made by Jack Hoyt to approve the January 19, 2021 Regular Meeting Minutes, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-02-01**

**Motion to Approve January 26, 2021 Special Meeting Minutes**

Motion was made by Jack Hoyt to approve the January 26, 2021 Special Meeting Minutes, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-02-02**

**Motion to Approve January 29, 2021 Special Meeting Minutes**

Motion was made by Jack Hoyt to approve the January 29, 2021 Special Meeting Minutes, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-02-03**

***FISCAL OFFICER'S REPORT***

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

**Motion to Approve EMS Service Contract with City of Oberlin**

Motion was made by Patricia Brubaker to approve the EMS Service Contract with the City of Oberlin in the amount of \$15,053.16, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2021-02-04**

**Motion to Approve Warrants**

Motion was made by Jack Hoyt to approve warrants totaling \$30,289.23, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2021-02-05**

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**Motion to Approve 2021 Permanent Appropriations**

Motion was made by Patricia Brubaker to approve 2021 Permanent Appropriations totaling \$2,618,000.00, seconded by Jack Hoyt—aye. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-02-06**

**2021 PERMANENT 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	\$	15,100.00	
310	Street Lighting Program	\$	4,500.00	
330	Highways Program	\$	323,500.00	
410	Cemetery Salary	\$	8,000.00	
410	Cemetery Fringe Benefits	\$	1,240.00	
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	\$	350,613.00	
820	Debt Service Program	\$	45,000.00	
930	Contingency Program	\$	-	
	<b>Total General Fund</b>	<b>\$</b>	<b>2,112,000.00</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>\$</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**

**\$ 2,618,000.00**

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**Motion to Enter Into Executive Session**

Motion was made by Jack Hoyt to enter into Executive Session at 7:35 pm for Employment Discussion, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-02-07**

**Motion to Adjourn Executive Session**

Motion was made by Jack Hoyt to adjourn Executive Session at 8:21 pm, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-02-08**

***PUBLIC CONCERNS AND REQUESTS***

**Margie Flood (Oberlin Community Services):** -Not present

***STAFF REPORTS***

**Dan Jarven:** -Per Storm Water District, Dudley Ditch will be cleaned in near future.

**Deputy Plemons:           Calls for Service**

- JAN 1<sup>ST</sup> 13000 BLOCK OF WEST RD REFERENCE A THEFT FROM A MOTOR VEHICLE.
- JAN 5<sup>TH</sup>, 45000 BLOCK OF BUTTERNUT RIDGE RD., TO ASSIST THE AMBULANCE.
- JAN 7<sup>TH</sup>, 48000 BLOCK OF RUSSIA RD., REFERENCE A SUSPICIOUS VEHICLE WHICH WAS GONE ON ARRIVAL.
- JAN 8<sup>TH</sup>, 43000 BLOCK OF RUSSIA RD., REFERENCE ANOTHER SUSPICIOUS VEHICLE, WHICH WAS LATER DETERMINED TO HAVE A FLAT TIRE. ASSISTANCE WAS RENDERED.
- JAN. 8<sup>TH</sup>, N. PROFESSOR ST., REFERENCE A SUSPICIOUS ELDERLY MALE, WHO ABANDONED HIS CAR IN THE GRASS CURB LAWN AT DRUG MART AND TRIED TO WALK HOME. THIS MALE WAS TRANSPORTED TO THE HOSPITAL FOR EVALUATION.
- JAN. 9<sup>TH</sup>, 12000 BLOCK OF OBERLIN RD., REFERENCE AN UNEMPLOYMENT SCAM LETTER. THE RESIDENCE WASN'T THE INTENDED TARGET, BUT THE VICTIM'S INFORMATION WAS SENT TO THIS ADDRESS FOR REASONS UNKNOWN.
- JAN. 9<sup>TH</sup>, 44000 BLOCK OF SR 511, TO ASSIST THE FIRE DEPARTMENT WITH A STRUCTURE FIRE WHICH WAS PURPOSELY LIT BY THE HOME OWNER TRYING TO CLEAR LAND.
- JAN. 11<sup>TH</sup>, 14000 BLOCK OF SR 58, REFERENCE A PANIC ALARM FROM AN ELDERLY RESIDENT. I WENT INSIDE AND SAT WITH HER FOR AWHILE. CALL WAS UNFOUNDED.
- JAN. 11<sup>TH</sup>, 13000 BLOCK OF HALE RD., REFERENCE A SUSPICIOUS VEHICLE I HAVE NEVER SEEN. I MADE CONTACT W/ THE HOME OWNER WHO ADVISED SHE HAD RELATIVES OVER VISITING FROM OUT OF TOWN AND EVERYTHING WAS FINE.
- JAN. 11<sup>TH</sup>, 44000 BLOCK OF OBERLIN ELYRIA RD, REFERENCE A LANDLORD COMPLAINT OVER PREVIOUS TENANTS CAUSING DAMAGE. THIS APPEARED TO BE A CIVIL MATTER.
- JAN. 14<sup>TH</sup>, 12000 BLOCK OF QUARRY RD., REFERENCE A SHOTS FIRED COMPLAINT. THIS CALL WAS REFERENCE A PREVIOUS INCIDENT THAT OCCURRED IN THE EVENING AT A LOCAL GUN CLUB. THEIR ACTIVITES ARE PERMITTED AND ASSUMED TO BEEN IN A SAFE MANNER
- JAN. 15<sup>TH</sup>, 45000 BLOCK OF BUTTERNUT RIDGE RD., REFERENCE A LOCAL CONCRETE COMPANY DOING BUSINESS TRACKED MUD ONTO THE ROAD. I INTERVENED AND HAD THE WORKERS SHOVEL THE MUD OFF THE ROADWAY.

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**Edie Taylor:** -Mailed a Sympathy Card to Kim Annable in regards to death of Mother

**Kris Waechter:** -Replaced hydraulic motor on plow  
 -Tool Cat needed repair  
 -Tires to Recycling Center in Elyria  
 -Kurtz Bros Mulch pricing available by Mid-March  
 -Dead tree on BNR, west of Republic's Road Crossing, south side of road, backside of ditch, branches hanging over roadway, request Trustees to view location first before deciding to remove  
 -Skid Steer needs wiper arm  
 -Black truck has plow issues, to Judco for repair  
 -190 tons of road salt used to date  
 -Rock Salt pallet purchased

***TRUSTEE BUSINESS***

*Correspondence were reviewed and found in order.*

**Trustee Hoyt:** -Would like to send letter of Intent to Proceed to Lorain County Port Authority and property owners on Parsons Road regarding previously approved demolition. Met with property owners, Deputy Plemons and Tom Mangan from Lorain County Prosecutor's Office regarding progress of demolition. Property owner has stalled in progress and Jack would like Lorain County Port Authority to complete.

**Motion to Approve Letter of Intent to Proceed**

Motion was made by Jack Hoyt to approve the Letter of Intent to Proceed to Lorain County Port Authority and to Willie Marcum, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-02-09**

**Motion to Approve Sewer Service Agreement**

Motion was made by Jack Hoyt to approve the Sewer Service Agreement regarding Lorain County 104 Sanitary Sewer, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-02-10**

**Motion to Accept Hall Coordinator's Resignation**

Motion was made by Jack Hoyt to accept Kelli Kudela's resignation as Hall Coordinator, effective January 31, 2021, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-02-11**

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**Motion to Approve Hiring of Hall Coordinator**

Motion was made by Jack Hoyt to approve hiring of Desi Justin as Hall Coordinator, effective February 4, 2020 at a rate of \$18.00/hour, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-02-12**

**Motion to Approve 2023 Rental Fee Increases**

Motion was made by Patricia Brubaker to approve the following 2023 Rental Fee Increases (all other rates remain same):

Weekend/Holiday Rate

Friday thru Sunday (1/2 Hall):                   \$ 975.00

Friday thru Sunday (Entire Hall):               \$1,700.00

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

**MOTION CARRIED**

**2021-02-13**

*Trustee Hoyt received request from Oberlin High School to hold Graduation at "The Lodge" on Saturday, May 29, 2021 at 10 am. No further details were given. Chairman Gulish will contact for additional information.*

*Trustee Brubaker responded to email from Karla Hubbard asking why we meet in person for Trustee Meetings instead of using Zoom.*

**Motion to Adjourn**

Motion was made by Jack Hoyt to adjourn meeting at 8:47 pm, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-02-14**

**AFFIRMED by Andrew Gulish at February 16, 2021 Regular Meeting**

**ATTESTED by Lisa Akers at February 16, 2021 Regular Meeting**

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