

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

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**HELD**

**September 21, 2021**

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Chairman, Andrew Gulish called the September 21, 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: Scott Justin, Rick Justin, Edie Taylor, Zach Knott, Dan Jarven, John Honoshofsky, Bryan Plemons

**Motion to Approve September 7, 2021 Regular Meeting Minutes**

Motion was made by Jack Hoyt to approve the September 7, 2021 Regular Meeting Minutes, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-09-10**

***FISCAL OFFICER'S REPORT***

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

**Motion to Approve Warrants**

Motion was made by Jack Hoyt to approve Warrants totaling \$20,391.37, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-09-11**

*Fiscal Officer reported OTARMA requested a Cyber Underwriting Application for insurance. Since cyber attacks are on the rise, apparently OTARMA will be providing liability insurance for such issues. As noted in past conversation with Oberlin Cable Coop, NRT should have its own email domain. Since we already have a website domain, we may be able to incorporate email to that domain as well. Since Oberlin Cable Coop only purpose is to be the gateway to the internet, Eric from Oberlin Cable Coop suggested we so hire an IT firm for management of such. After completing application for OTARMA, FO believes NRT is very vulnerable and having a managing IT firm could be beneficial. Would Trustees like FO to contact a few IT firms Oberlin Cable Coop suggested for presentation? **Trustees responded "yes"**.*

*Fiscal Officer also reported that a Certificate of Deposit will be expiring on October 3, 2021 and would like to renew but is waiting on current rates to do so. Requesting approval to renew CD with Northwest Bank at FO discretion once rates received.*

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**Motion to Approve Certificate of Deposit Renewal**

Motion was made by Jack Hoyt to approve Certificate of Deposit Renewal with Northwest Bank at Fiscal Officer's discretion once rates are received, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-09-12**

*Due to absence of Hall Coordinator, Fiscal Officer read request to advertise at IX-Center Bridal Show in January 2022 (2 day event) to promote "The Lodge" and rental facilities at New Russia Township. Hall Coordinator will man booth and use NRT promotional items, cost of event is \$1,900.00.*

**Motion to Approve IX-Center Bridal Show Advertising**

Motion was made by Jack Hoyt to approve two-day Bridal Show booth at the IX-Center in the amount of \$1,900.00, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-09-13**

***PUBLIC CONCERNS AND REQUESTS***

**Denise O'Brien (No Show)** -Spoke with Zoning Inspector regarding complaint before meeting started.

**Rick Justin:** -Republic Services is spraying a new chemical at the Landfill, requested MSDS Sheet from Bryan Gill, has yet to receive. Zoning Inspector is handling complaint.

***STAFF REPORTS***

**Eddie Taylor:** -Mosquito pouch distribution going well, other than a few City of Oberlin residents trying to pick-up.  
 -Reporting a few irate customers due to the front door being locked and the need to be "buzzed" in for entrance into Office during operating hours. ***Trustees stated continue to lock door as long as needed.***

**Dan Jarven:** -Chemical Spray Complaint (burning of eyes) against Republic Services. Emailed Bryan Gill at the Landfill for MSDS sheet and has received no response. Feels this is unacceptable and will follow-up with another email.

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**Dan Jarven (continued):** -Denise O'Brien complained about women's group home operating out of Betho-Logos Church on East Hamilton. Dan stated they have apparently opened without commercial inspection. Ms. O'Brien has reported activity and several women living in a group home type environment. Dan stated as per Lorain County Prosecutor's Office defining group home is complicated. Dan also stated the group home must be operating below the threshold number for commercial inspection, he will follow-up.

**Deputy Plemons:                      Calls for Service**

- AUG 5<sup>TH</sup> 48000 BLOCK OF RUSSIA RD- VEHICLE LOCK OUT
- AUG 6<sup>TH</sup> 14000 BLOCK OF QUARRY RD- PRIVATE PROPERTY ACCIDENT
- AUG 6<sup>TH</sup> LORAIN COUNTY AIRPORT- REFERENCE AN ONLINE SCAM REPORT
- AUG 10<sup>TH</sup> 10000 BLOCK OF RT 58- REFERENCE DRUG PARAPHRENALIA FOUND IN THEIR YARD
- AUG 12<sup>TH</sup> OBERLIN/ RUSSIA RDS- ASSIST WITH AN ACCIDENT
- AUG 17<sup>TH</sup> 47000 BLOCK OF GARFIELD RD- ASSIST A HOME OWNER CHECKING HIS PROPERTY AFTER FINDING AN OPEN DOOR- IT CHECKED OK
- AUG 20<sup>TH</sup> 44000 BLOCK OF OBERLIN ELYRIA RD- REFERENCE A DISTURBANCE BETWEEN A MALE AND FEMALE
- AUG 20<sup>TH</sup> 45000 BLOCK OF E HAMILTON RD- REFERENCE AN UNRULY JUVENILE.
- AUG 21<sup>ST</sup>, ASSISTED SUBJECTS AT THE NEW RUSSIA TWP PRESERVE AFTER THEY REPORTED NO POWER AT ONE OF THE PAVILIONS.
- AUG 23<sup>RD</sup> RT 58/ N. OF RUSSIA RD- TO ASSIST TRAFFIC AROUND A DISABLED CAR LEFT IN THE ROADWAY
- AUG 23<sup>RD</sup> 13000 BLOCK OF QUARRY RD- TO ASSIST THE AMBULANCE
- AUG 24<sup>TH</sup>, 44000 BLOCK OF RT 511, REFERENCE A FRAUD COMPLAINT.
- AUG 26<sup>TH</sup>, 10000 BLOCK OF PYLE RD- REFERENCE A B&E/ CRIMINAL DAMAGING COMPLAINT

**Zach Knott:** -Orkin sprayed all requested areas for bees

- Finished grading/seeding Cemetery from drainage repair
- Graded topsoil in Park from tile install, will seed later in Fall
- Mowing ditches on BNR and Garfield currently, will mow all ditches one last time before Winter.
- Ordered fan for repair of leaf catcher
- Dumpster Days went well, filling 3 of the 4 dumpsters
- Brown flatbed truck experiencing electrical issues, rewired a few wires and seems ok, will keep eye on issue to see if continues.

*Fiscal Officer reported F550 repair is still several weeks out for completion.*

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**TRUSTEE BUSINESS**

*Correspondence were reviewed and found in order.*

**Motion to Accept Kristopher Waechter Resignation of Employment**

Motion was made by Jack Hoyt to accept resignation of Kristopher Waechter as Service Supervisor effective September 21, 2021, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-09-14**

*Reviewed Safe Harbor proposal for additional cameras in park, will hold-off on vote till next meeting.*

**Motion to Approve Zoning Amendments**

Motion was made by Jack Hoyt to approve the Zoning Amendments to Section 414 and 414.01 as presented at Public Hearing, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-09-15**

*Trustee Brubaker stated Linda Slocum from Oberlin City Council advised that Council is holding-off on any further annexation regarding Oberlin Wastewater Plant on Route 511 in NRT.*

**Motion to Enter into Executive Session**

Motion was made by Jack Hoyt to enter into Executive Session at 7:56 pm for employment discussion with business to follow, seconded by Andrew Gulish. RCV: Jack Hoyt—aye; Andrew Gulish—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2021-09-16**

**Motion to Adjourn**

Motion was made by Jack Hoyt to adjourn Executive Session at 8:31 pm, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2021-09-17**

**Motion to Approve Employment of John Honoshofsky Jr.**

Motion was made by Andrew Gulish to approve employment of John Honoshofsky Jr. as Service Supervisor at a rate of \$32.00/hour effective October 4, 2021, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Jack Hoyt—aye.

**MOTION CARRIED** **2021-09-18**

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**Motion to Approve Pay Increase and Bonus for Zachary Knott**

Motion was made by Patricia Brubaker to approve new hourly rate of \$24.00 for Zachary Knott, retroactive to September 12, 2021, also a one (1x) bonus of \$3,000.00 made payable separate from regular payroll, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Jack Hoyt—aye.

**MOTION CARRIED**

**2021-09-19**

**Motion to Adjourn**

Motion was made by Patricia Brubaker to adjourn meeting at 8:34 pm, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-09-20**

**AFFIRMED by Andrew Gulish at October 5, 2021 Regular Meeting**

**ATTESTED by Lisa Akers at October 5, 2021 Regular Meeting**

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