

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

November 2, 2021

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

Trustees: Andrew Gulish and Jack Hoyt and Patricia Brubaker were present as well as Fiscal Officer, Lisa Akers. Staff and Public: Edie Taylor, Gary Szuch, Bryan Plemons, Rick Justin, Desi Justin, John Honoshofsky, John Rokasy

Motion to Approve October 19, 2021 Regular Meeting Minutes

Motion was made by Jack Hoyt to approve the October 19, 2021 Regular Meeting Minutes, seconded by Andrew Gulish. RCV: Jack Hoyt—aye; Andrew Gulish—aye; Patricia Brubaker—abstain.

MOTION CARRIED **2021-11-01**

FISCAL OFFICER'S REPORT

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

Motion to Approve Warrants

Motion was made by Patricia Brubaker to approve Warrants totaling \$83,659.04, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

MOTION CARRIED **2021-11-02**

Motion to Approve Creation of Fund 2272—American Rescue Plan

Motion was made by Patricia Brubaker to approve creating Fund 2272—American Rescue Plan to account for revenue and appropriations from American Rescue Plan funding, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

MOTION CARRIED **2021-11-03**

Motion to Approve 2021 Amended Appropriations

Motion was made by Patricia Brubaker to approve 2021 Amended Appropriations in the amount of \$2,726,845.94, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

MOTION CARRIED **2021-11-04**

(See Next Page for Detailed Breakdown)

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2021 AMENDED 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	\$	-	
	Total General Fund			\$ 2,112,000.00

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	
	Total Road & Bridge Fund			\$ 250,000.00

2272 AMERICAN RESCUE PLAN

330	Public Works Program	\$	101,713.28	
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2902 LORAIN COUNTY SOLID WASTE GRANT

390	Public Works Program	\$	4,389.66	
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2903 NOPEC GRANTS

390	Public Works Program	\$	2,243.00	
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2904 OTAMRA MORE GRANT

390	Public Works Program	\$	500.00	
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2905 LORAIN COUNTY STORM WATER MANAGEMENT GRANT

390	Public Works Program	\$	—	
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4401 OHIO PUBLIC WORKS COMMISSION (OPWC LOAN)

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

\$ 2,726,845.94

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Motion to Approve 2022 Temporary Appropriations

Motion was made by Jack Hoyt to approve the 2022 Temporary Appropriations in the amount of \$2,775,000.00, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED**2021-11-05****2022 TEMPORARY APPROPRIATIONS****1000 GENERAL FUND**

110	Administrative Salary	\$	121,500.00	
110	Administrative Fringe Benefits	\$	171,400.00	
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	\$	150,000.00	
190	Service Complex Fringe Benefits	\$	23,200.00	
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	\$	15,000.00	
310	Street Lighting Program	\$	5,000.00	
330	Highways Program	\$	323,500.00	
410	Cemetery Salary	\$	10,000.00	
410	Cemetery Fringe Benefits	\$	1,650.00	
410	Cemetery Program	\$	33,200.00	
420	Health District Program	\$	12,000.00	
590	Human Services Program	\$	11,000.00	
610	Parks/Recreation Salary	\$	40,000.00	
610	Parks/Recreation Fringe Benefits	\$	6,200.00	
610	Parks/Recreation Program	\$	94,000.00	
760	Capital Outlay Program	\$	349,961.72	
820	Debt Service Program	\$	50,000.00	
930	Contingency Program	\$	-	
	Total General Fund		\$	2,167,286.72
2011 MOTOR VEHICLE FUND				
330	Highways Program	\$		10,500.00
2021 GASOLINE TAX FUND				
330	Highways Program	\$		245,000.00
2031 ROAD & BRIDGE FUND				
330	Highways Salary	\$	50,000.00	
330	Highways Fringe Benefits	\$	7,725.00	
330	Highways Program	\$	192,275.00	
	Total Road & Bridge Fund		\$	250,000.00
2272 AMERICAN RESCUE PLAN				
390	Public Works Program	\$		101,713.28
2902 LORAIN COUNTY SOLID WASTE GRANT				
390	Public Works Program	\$		-
2903 NOPEC Grants				
390	Public Works Program	\$		-
2904 OTARMA MORE Grant				
390	Public Works Program	\$		-
9001 3% BD. OF BLDG. STANDARDS FEE				
130	Zoning Program	\$		500.00
	TOTAL APPROPRIATIONS ALL FUNDS		\$	2,775,000.00

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PUBLIC CONCERNS AND REQUESTS

Rick Justin: -Recently there has been constant odors at the Landfill. He met with Health Department and they agree the smell is bad and the substance that is being sprayed is bad as well. Mr. Justin has been waiting twelve (12) weeks for the MSDS sheet on chemical that is being sprayed with no response from Landfill. The Health Department states the Public has the right to know what is being sprayed when its being released into the air. Ryan from the Landfill was suppose to send Trustee Hoyt the MSDS sheet, which as of this date he has not. MSDS sheet should be on product that is delivered to Landfill regardless of diluting process. Mr. Justin also stated the Health Department has a log of all odor complaints that are phoned in and to date no one from New Russia Township has called to request copy of complaints. ***Trustee Hoyt stated he will call the Oberlin Fire Department Chief for guidance.***

John Rokasy: -Inquired if there are any update on the EDL gas line project? Surveyors asked permission to enter his property but he declined. ***Trustees stated they are aware of surveying crews but no new information is available.***

Rick Justin: -Questioned why Zoning Inspector stated in October 19, 2021 minutes, that residents may have issues with EDL proposed site? ***Trustee Hoyt stated due to the proximity of residents homes to where proposed plant will be built.***

STAFF REPORTS

John Honoshofsky: -Grass and shrub cutting continues
 -Ditch mowing almost complete
 -Salt spreader on gray dump ready for use
 -Water was shut-off today in Pavilion/Restrooms and Park
 -Should Park remain open till bad weather or close now. ***Trustees agree December 1st or soon after depending on weather.***
 -One application for snow plow driver received to date. Zach and John will share 3rd shift responsibilities. ***Fiscal Officer requested clarification on when full-time normal eight (8) hour shift begins if they get called in during 3rd shift. Trustees stated when they punch in for 3rd shift plowing, that's when normal eight (8) hour shift will begin. For example: they will not be expected to start plowing at 4 am then start normal eight (8) shift at 7 am and work an additional 8 hours past 7 am. If they punch in at 4 am they will only work till Noon. Unless additional snow plow coverage is needed beyond their eight (8) hours then it would be overtime at that point.***

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John Honoshofsky: -Reviewed quotes for light poles and directional boring for additional security cameras in Park.
 -Ditch in Cemetery needs cleaned and lowered. ***Chairman Gulish will contact Don Romancek from Soil and Water to see if grant money is available.***

Motion to Approve Light Poles and Directional Bore in Park

Motion was made by Jack Hoyt to approve the following items needed for additional security cameras in Park:

1. Light Poles in the amount of \$1,698.00 from Wisconsin Lighting Lab
 2. Directional Bore in the amount of \$4,404.00 from Fergs Construction LLC
- seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-11-06**

Desi Justin: -Nothing major to report
 -Would like clarification on Cancellation policy, a few has cancelled due to Covid. ***Trustees will continue with current Cancellation Policy, not changing due to Covid, encourage to reschedule instead of cancelling.***

Deputy Plemons: Calls for Service

- SEP 26th, 13000 block of Hale Rd., reference a domestic dispute between family members. A report was taken.
- SEP 27th, 13000 block of Quarry Rd., reference a domestic dispute inside a car, with the female getting out and walking.
- SEP 30th, 48000 block of RT 511, reference a welfare check of the home owner after neighbors mentioned they haven't seen her in a while. She checked ok.
- SEP 30th, 12000 block of RT. 58, reference a theft from a local business.
- SEP 30th, 44000 block of Albrecht Rd., reference a male laying in the roadway. Deputies checked the area and was unable to locate this individual.
- OCT 1st, 43000 block of RT. 511, reference a disturbance between a landlord and his tenant.
- OCT 2nd, Deputies took an motor vehicle accident report on Oberlin Rd at Parsons Rd.
- OCT 3rd, 11000 block of Pyle Rd., reference a male shooting geese in the area. The homeowner was advised the property owner was shooting to scare away the geese, which was allowed.
- OCT 7th, 13000 block of Clark Ln., reference a disturbance between (2) property owners over a "children playing sign", which was left in the road. A motorist moved the sign, which was blocking traffic and the home owner became upset.
- OCT 12th, 13000 block of Hale Rd., deputies had to dispatch an injured deer.
- OCT 12th, Deputies spoke with several neighbors about speeding on Clark Ln., which was not substantiated at this time. Deputies did note a speed limit sign needs to be installed on the N.B side of Clark Ln. however.

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Edie Taylor: -83 Mosquito pouches distributed

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

Motion to Approve Extension to Joint Self-Insurance Health Care Benefits Program Agreement

Motion was made by Jack Hoyt to approve the Extension to Joint Self-Insurance Health Care Benefits Program Agreement between New Russia Township and Lorain County which expires December 31, 2024, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker —aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-11-07**

Motion to Approve Disposition of Equipment

Motion was made by Patricia Brubaker to approve Disposition of Equipment of two projectors via GMS Automation via Lorain County Recycling Center, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-11-08**

Motion to Approve Payment of Unused Vacation Day Balance

Motion was made by Jack Hoyt to approve paying John Honoshofsky Jr., balance of unused Vacations Days as of 12/31/2021 per current hourly rate (payable first payroll of January 2022), seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-11-09**

Motion to Approve Latitudes Environmental Proposal

Motion was made by Patricia Brubaker to approve Latitudes Environmental Proposal in the amount of \$1,875.00 to provide assistance in completing Wastewater Renewal Permit, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-11-10**

Chairman Gulish stated he will be meeting with Green Pastures Church in near future regarding sink hole issue on North Professor.

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Motion to Adjourn

Motion was made by Patricia Brubaker to adjourn meeting at 8:15 pm, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

MOTION CARRIED

2021-11-11

AFFIRMED by Andrew Gulish at November 16, 2021 Regular Meeting

ATTESTED by Lisa Akers at November 16, 2021 Regular Meeting

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