

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

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**HELD**

**December 7, 2021**

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

Trustees: Andrew Gulish and Patricia Brubaker were present as well as Fiscal Officer, Lisa Akers. Trustee Jack Hoyt was absent. Staff and Public: Scott Justin, Bryan Plemons, John Honoshofsky, Edie Taylor, John & Kathy Rokasy, Dan Jarven, Zach Knott

**Motion to Approve November 16, 2021 Regular Meeting Minutes**

Motion was made by Patricia Brubaker to approve the November 16, 2021 Regular Meeting Minutes, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye, Andrew Gulish—aye.

**MOTION CARRIED**                      **2021-12-01**

***FISCAL OFFICER'S REPORT***

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

**Motion to Approve Yearly HVAC Maintenance Agreement**

Motion was made by Patricia Brubaker to approve the yearly HVAC Maintenance Agreement with Gundlach at a cost of \$3,400.00, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**                      **2021-12-02**

**Motion to Approve Warrants**

Motion was made by Patricia Brubaker to approve Warrants totaling \$55,781.85, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**                      **2021-12-03**

***PUBLIC CONCERNS AND REQUESTS—n/a***

***STAFF REPORTS***

**Dan Jarven:**                      -No Report

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**Edie Taylor:** -No Report

**Scott Justin:** -No Report

**Deputy Plemons: Calls for Service**

-Nov 7<sup>th</sup> 43000 block of Oberlin Elyria Rd- reference a sick raccoon, which was dispatched by deputies.

-Nov. 8<sup>th</sup> 47000 block of Russia Rd., reference a civil matter over property.

-Nov. 10<sup>th</sup> 45000 block of E. Hamilton St., reference a welfare check.

-Nov. 12<sup>th</sup>, 46000 block of Russia Rd., reference a theft of a 4 wheeler. That vehicle was entered as stolen and is still missing as of this date.

-Nov. 12<sup>th</sup>, 46000 block of Russia Rd., reference a theft of a bicycle from a barn which is believed to be associated with the theft of the 4 wheeler.

-Nov. 14<sup>th</sup>, 47000 block of Russia Rd., reference a drug overdose/ DOA investigation.

-Nov, 15<sup>th</sup>, 13000 block of Hale Rd., reference a damaged mail box.

-Nov. 17<sup>th</sup>, 12000 block of Oberlin Rd., to assist the ambulance.

-Nov. 18<sup>th</sup>, 47000 block of Russia Rd., reference a juvenile who did not want to go to school.

-Nov. 19<sup>th</sup>, 500 block of W. Lorain St., reference a business owner receiving tractor parts that he did not order. It appears the victim, who appears to live out of state, had no connection with this business and/ or the parts which were delivered.

-Nov. 19<sup>th</sup>, 45000 block of E. Hamilton St., reference (2) suspicious males who rang her door bell, then abruptly left.

-This deputy had (2) complaints in November reference the landfill leaving the gate open after hours on Batternut Ridge Rd.

-This deputy also wanted to warn residents of catalytic converters being stolen in nearby townships and to garage their vehicles if at all possible.

**Desi Justin:** -New projectors/microphones are up and running, will receive training from installer soon then will meet with everyone to show operation

**John Honoshofsky:** -Salted roads twice and plowed once over past three weeks

-Steamed cleaned equipment

-Four (4) funerals recently

-Closed Park, December 1, 2021

-Boring completed at Park

-Gundlach to install new HVAC system in Service Complex starting tomorrow

-Cleaning of Shop continues

-Zach organized Sign Trailer

-Fuel strap needed for Brown Ford Pick-up

-Met with Storm Water regarding ditch issue at Cemetery, recommends applying for grant

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- John Honoshofsky (continued):** -Spoke with David Pleasnick regarding drainage issue, gathering additional information for the possibility of New Russia Township cleaning ditch due to connection of pond drainage at Park. Will continue to update Mr. Pleasnick as information is available.
- Consider replacing 2005 Ford Pick-up, currently has 92,000 miles. *Trustees request John to get pricing and consider body-type for replacement truck.*
  - Request installing shelving in west end of Service Complex from Titan Supply at a cost of \$2,191.00.
  - Request purchase of new bucket for mini-excavator for digging graves (not as deep as current bucket) from Southeastern Equipment at a cost of \$1600.00 (four month lead time to receive)

**Motion to Approve Shelving Purchase**

Motion was made by Patricia Brubaker to approve the purchase of shelving from Titan Supply at a cost of \$2,191.00, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2021-12-04**

**Motion to Approve Bellhole Bucket Purchase**

Motion was made by Andrew Gulish to approve the purchase of a bellhole bucket from Southeastern Equipment at a cost of \$1,600.00, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye.

**MOTION CARRIED** **2021-12-05**

***TRUSTEE BUSINESS***

*Correspondence were reviewed and found in order.*

**Motion to Enter into Executive Session**

Motion was made by Andrew Gulish to enter into Executive Session at 7:50 pm for legal and employment discussion with possible business to follow, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye.

**MOTION CARRIED** **2021-12-06**

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**Motion to Adjourn Executive Session**

Motion was made by Patricia Brubaker to adjourn meeting at 8:46 pm, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-12-07**

**Motion to Approve Employment Termination of Zachary Knott**

Motion was made by Patricia Brubaker to terminate employment of Zachary Knott as Service Employee effective immediately, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-12-08**

**Motion to Adjourn**

Motion was made by Patricia Brubaker to adjourn meeting at 8:45 pm, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2021-12-09**

**AFFIRMED by Andrew Gulish at December 31, 2021 Year End Meeting**

**ATTESTED by Lisa Akers at December 31, 2021 Year End Meeting**