

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

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**HELD**

**January 18, 2022**

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Chairman, Andrew Gulish called the January 18, 2022 Regular Meeting to order at 6:30 pm, followed by the Pledge of Allegiance.

Trustees: Patricia Brubaker, Andrew Gulish, Scott Justin were present as well as Fiscal Officer, Lisa Akers. Staff and Public: John Honoshofsky, Desi Justin, Dan Jarven, Edie Taylor, Bryan Plemons, John Rokasy, Robert Hanmer, Anthony R. Pluta, Tim Abraham, Mark McConnell, Jimmie Ward

**Motion to Approve December 31, 2021 Year-End Meeting Minutes**

Motion was made by Patricia Brubaker to approve the December 31, 2021 Year-End Meeting Minutes, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—abstain. **MOTION CARRIED** **2022-01-27**

**Motion to Approve January 1, 2022 Organizational Meeting Minutes**

Motion was made by Patricia Brubaker to approve the January 1, 2022 Organizational Meeting Minutes, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-01-28**

**Motion to Approve January 15, 2022 Special Meeting Minutes**

Motion was made by Patricia Brubaker to approve the January 15, 2022 Special Meeting Minutes, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-01-29**

***FISCAL OFFICER'S REPORT***

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

**Motion to Approve Warrants**

Motion was made by Patricia Brubaker to approve Warrants totaling \$15,677.10, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-01-30**

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***PUBLIC CONCERNS AND REQUESTS***

**Robert Hanmer:** -Oberlin Fire Department Chief reviewed the 2021 Limited EMS Service Invoice. ***Trustees inquired why over the past three years has calls and cost nearly doubled each year.*** Chief Hanmer and **Jimmie Ward** from **Central Lorain County Joint Ambulance District** stated it is the way the calls are dispatched from 911. ***Trustees stated they were aware of this explanation that was used in the past with 36 calls in 2019 equaling \$8,761.18 then 61 calls in 2020 equaling \$15,053.16 but 116 call equaling \$28,911.95 is getting out of control. What will 2022 be at this rate?*** Mr. Ward stated there could be dispatching issues, they met with 911 Dispatch a few years ago to set perimeters on mutual aid and maybe that needs revisited. Chief Hanmer when questioned did state these monies directly benefit Oberlin Fire Department Equipment Fund. ***Trustees requested a joint meeting with Oberlin City Fire Department and Central Lorain County Ambulance as soon as possible to review and discuss the perimeters that 911 has in place and possibly update.***

**Motion to Approve 2021 Limited EMS Service Payment**

Motion was made by Andrew Gulish to approve payment in the amount of \$28,911.95 to City of Oberlin for 2021 Limited EMS Service Contract, seconded by Scott Justin. RCV: Andrew Gulish—aye; Scott Justin—aye; Patricia Brubaker—nay.

**MOTION CARRIED**

**2022-01-31**

**Mark McConnell:** -Application for Storm Water funding are due 3/31/2022, reviewed several projects that would qualify within Township, ie, Dudley Ditch, Mahar Property near Russia/Quarry Road, Hamilton Street, Pyle-South Amherst. Stated NRT is the flattest township in the county and could benefit the most from drainage. Would like NRT to consider Mahar Property ditch for Storm Water funding. ***Chairman Gulish stated he met with Storm Water and has five projects for application potential, and would like Board to prioritize projects before submitting. Chairman Gulish also is having trouble getting Lorain County Engineer to estimate cost of repair.*** Mr. McConnell said you can always estimate cost yourself if figures from LCE are not available.

**Tim Abraham:** -Inquired if NRT Board will be submitting applications this year, since they would not sign-off on his project last year. ***Trustee Brubaker stated they are considering.*** Mark McConnell stated he's quite certain that Mr. Abraham's project will be handled by District funds and NRT will not have to apply regarding his project on Pyle-South Amherst Rd.

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***STAFF REPORTS***

**Edie Taylor:** -No report

**Dan Jarven:** -Will hold off approval of new Zoning Fees till 2023  
 -AT&T is installing generator for cell tower on back property  
 -Updated Zoning Manual, will have to be approved by ZBC then to NRT Board for approval  
 -Requesting approval of resolution to be sent to 43566 Parsons Rd (Earl Property) for Zoning Violation  
 -Will be sending initial notice to 43792 Parsons Road (Earl Property) for Zoning Violation

**Motion to Approve Zoning Resolution**

Motion was made by Patricia Brubaker to approve resolution for Prosecutor's Office to file for permanent injunction in Common Pleas Court for Zoning Compliance regarding property owned by Richard Earls located at 43566 Parsons Road, Oberlin, Ohio, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin —aye; Andrew Gulish—aye.

**MOTION CARRIED** **2022-01-32**

**Deputy Plemons:                      Calls for Service**

- Dec 13<sup>th</sup> 11000 block of Oberlin Rd., reference a dispute between the US Dept of Bureau Land Management and a home owner boarding a fostered mustang horse. Both were advised of their options and agreed to a resolution.
- Dec. 15<sup>th</sup>, Oberlin Rd., at Russia Rd., reference a vehicle swerving all over the road. Deputies caught up to this vehicle and the driver was charged with DUI, (OVI).
- Dec. 16<sup>th</sup>, The main pavilion by the New Russia Twp. Lodge, reference an aggressive/ rabid ground hog. Same was dispatched.
- Dec. 17<sup>th</sup>, 44000 block of Russia Rd., reference a home owner concerned over traffic and other issues. Deputies spoke with her and resolved the matter.
- Dec. 18<sup>th</sup>, 43000 block of Oberlin Elyria Rd., reference catalytic converters being stolen off vehicles at a business.
- Dec. 21<sup>st</sup>, deputies handled a motor vehicle accident on Oberlin Elyria Rd., at Hale Rd.
- Dec. 21<sup>st</sup>, the Republic recycle center on Oberlin Elyria Rd., reference staff finding a rifle and a box containing a persons cremated remains.
- Dec. 21<sup>st</sup>, Parsons Rd., at West Rd., deputies handled another motor vehicle accident.
- Dec. 21<sup>st</sup>, Deputies found an occupied vehicle at the New Russia Twp. Cemetery on Oberlin Rd., after the posted visiting hours. Two out of three occupants had warrants for their arrest and were taken into custody. Drugs were seized from this vehicle, which was later towed away.

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- Desi Justin:**
- Firelands Band Boosters and Lions Club rented "The Lodge" for a Fundraiser on 2/12/2022, School will not let them reschedule function due to Covid, therefore, requesting refund. Not renters choice buy school's choice.
  - Florence Township Fire Department is requesting special rate. They stated in the past they always got the rate for the year they where paying for rental, not the rate for the actual date of function. ***Trustees stated no special rate.***
  - Farm Bureau is requesting use of Meeting Room at no charge to hold their monthly meetings. ***Trustee agree***
  - Bridal Show is this weekend, lined up Service Department to transport Lobby furniture to event on Friday morning and Scott will tear down and bring home Sunday evening. ***Trustee Brubaker stated she is very apprehensive and doesn't think that is a good idea, can take small items for decoration only.***
  - Reviewed requested contract changes

**Motion to Approve Refund to Firelands Band Boosters**

Motion was made by Patricia Brubaker to approve a full refund to Firelands Band Boosters for 2/12/2022 function, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—abstain.

**MOTION CARRIED**

**2022-01-33**

**Motion to Approve Rental Contract Changes**

Motion was made by Patricia Brubaker to approve Rental Contract changes effective immediately, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—abstain

**MOTION CARRIED**

**2022-01-34**

- John Honoshofsky:**
- Gundlach will be here next week for regular maintenance
  - New shelving has been installed in Service Garage
  - Two cremain burials recently
  - Light Poles for Park have been delivered
  - Plowed and Salted
  - Shop clean-up continues
  - Suggest removing mulch from landscape beds and replace with river rock, phase-in properties, starting with Administrative Complex ***Trustee agree for pricing***
  - Requesting permission to remove split rail fence from Park and placing on govdeals. ***Trustee agree, Chairman Gulish wondered if partial fence was needed around pond? Zoning Inspector stated "no".***
  - Reviewed proposal from Ohio Geese Control, \$5,170 per location total of \$10,340 ***Trustee Justin suggests to check with others who has used service before deciding.***
  - Reviewed proposal from Fergs Construction for various concrete projects thru-out Township.
  - Reviewed proposal from Edwards Tree Service for tree removal and raise branches thru-out Township.

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**John Honoshofsky:** -Request permission to put snow plow, frame plow, boom mower and pa system on govdeals. *Trustee agree*

**Motion to Approve Concrete Install from Fergs Construction**

Motion was made by Patricia Brubaker to approve various concrete projects thru-out Township from Fergs Constructions at a cost of \$32,575.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-01-35**

**Motion to Approve Tree Removal/Branch Trimming from Edwards Tree Service**

Motion was made by Patricia Brubaker to approve Tree Removal and Branch Trimming from Edwards Tree Service at a cost not-to-exceed \$9,000.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-01-36**

***TRUSTEE BUSINESS***

*Correspondence were reviewed and found in order.*

-Mileage Certification from Lorain County Engineer's Office was reviewed

**Trustee Justin:** -Pipe in covered ditch in front of Mr. Berkmeier's property on BNR is failing and causing sink holes, resident would like to know what Township can do to fix. After discussion it was decided Township will install new pipe that resident provides.

-Dan Alger, Pyle Road Resident complained about lack of internet providers and is there anything Township can do? Unfortunately, there is nothing the Township can do to help with this issue.

**Motion to Approve Disposition of Property**

Motion was made by Patricia Brubaker to approve Disposition of Property (Desktop Printer), seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-01-37**

**Motion to Approve Dumpster Day Change**

Motion was made by Patricia Brubaker to change Dumpster Days in April to April 8, 9, 10, 2022, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-01-38**

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-Trustees clarified Zoning Inspector Request for issuing of dumpsters to residents from Republic Services. Dumpsters should be issued 1 per year, not one every 12 months, therefore, if a resident requests a dumpster on 12/31 of the current year and another on 1/1 of the following year, they should be granted a dumpster on each of those days. ***Trustees agree***

**Motion to Approve Lorain County Rescue Response Contract**

Motion was made by Patricia Brubaker to approve the Lorain County Rescue Response Contract, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2022-01-39**

**Motion to Approve Special Meeting for Zoning Board Interviews**

Motion was made by Patricia Brubaker to approve a Special Meeting on February 7, 2022 at 5 pm, for Zoning Board Interviews, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2022-01-40**

-Trustee Brubaker directed Hall Coordinator to schedule floor maintenance in Administrative Complex

-Chairman Gulish met with Rosanna from Republic Services and was told Dave Kidder is retiring and she would be taking his position and Chase Ritenour is the new manager for Lorain County Landfill. Requesting ideas on how to be a better neighbor.

**Motion to Enter into Executive Session**

Motion was made by Andrew Gulish to enter into Executive Session at 8:21 pm for employment discussion with business to follow, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye.

**MOTION CARRIED** **2022-01-41**

**Motion to Adjourn Executive Session**

Motion was made by Patricia Brubaker to adjourn Executive Session at 9:40 pm, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2022-01-42**

**Motion to Approve Salary Rates**

Motion was made by Patricia Brubaker to approve Salary Rates as presented effective 1/16/2022, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—abstain.

**MOTION CARRIED** **2022-01-43**

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**Motion to Approve Employee Pay Classifications**

Motion was made by Patricia Brubaker to change pay classifications of the following, effective January 16, 2022:

-Mark Millis to Part-Time Pay Scale Step 1

-Bill Burgdorf to Part-Time Pay Scale Step 3

seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-01-44**

**Motion to Adjourn**

Motion was made by Scott Justin to adjourn meeting at 9:42 pm, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-01-45**

**AFFIRMED by Andrew Gulish at February 1, 2022 Regular Meeting**

**ATTESTED by Lisa Akers at February 1, 2022 Regular Meeting**

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