

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

February 15, 2022

Chairman, Andrew Gulish called the February 15, 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, John and Kathy Rokasy, Dan Jarven, Bryan Plemons, Ross Mateer, Margie Flood, Edie Taylor

Motion to Approve February 1, 2022 Regular Meeting Minutes

Motion was made by Patricia Brubaker to approve the February 1, 2022 Regular Meeting Minutes, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-02-11**

Motion to Approve February 7, 2022 Special Meeting Minutes

Motion was made by Patricia Brubaker to approve the February 7, 2022 Special Meeting Minutes, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-02-12**

FISCAL OFFICER'S REPORT

The Financial, Investment, Appropriation Reports were reviewed and found in order. Fiscal Officer reported that Rental Revenue is currently reporting greater than expenditures, first time in quite awhile.

Motion to Approve Warrants

Motion was made by Patricia Brubaker to approve Warrants totaling \$24,716.75, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-02-13**

Motion to Approve 2022 Permanent Appropriations

Motion was made by Patricia Brubaker to approve 2022 Permanent Appropriations totaling \$3,754,426.66, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-02-14**

See Next Page for Appropriation Detail

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2022 PERMANENT APPROPRIATIONS

1000 GENERAL FUND

110	Administrative Salary	\$	121,500.00	
110	Administrative Fringe Benefits	\$	171,400.00	
110	Administrative Program	\$	194,000.00	
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	\$	175,000.00	
190	Service Complex Fringe Benefits	\$	27,100.00	
190	Service Complex Program	\$	188,800.00	
210	Police Protection Program	\$	140,000.00	
220	Fire Protection Program	\$	150,000.00	
230	Emergency Medical Service Program	\$	28,912.00	
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	\$	16,000.00	
610	Parks/Recreation Salary	\$	40,000.00	
610	Parks/Recreation Fringe Benefits	\$	6,200.00	
610	Parks/Recreation Program	\$	106,000.00	
760	Capital Outlay Program	\$	949,063.10	
820	Debt Service Program	\$	50,000.00	
930	Contingency Program	\$	-	
	Total General Fund			\$ 2,995,000.10
2011 MOTOR VEHICLE FUND				
330	Highways Program	\$		10,500.00
2021 GASOLINE TAX FUND				
330	Highways Program	\$		295,000.00
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	\$		203,426.56
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 **\$ 3,754,426.66**

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PUBLIC CONCERNS & REQUESTS

Margie Flood & Hannah Gregory: Reviewed and discussed services Oberlin Community Services offers to residents of New Russia Township and the City of Oberlin. One out of every three children enrolled at Firelands Local Schools is eligible for free lunches and one out of every four children enrolled at Oberlin City Schools is eligible for free lunches. Request for assistance and their services is growing and they will be expanding their service and building in near future. Requesting continued support as in the past.

Motion to Approve Contribution to Oberlin Community Services

Motion was made by Patricia Brubaker to approve the 2022 Contribution to Oberlin Community Services for \$14,000.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-02-15**

STAFF REPORTS

Eric Mateer: -ZBA will be having Organizational Meeting on 2/17/2022 and will set date for Conditional Use Hearing

Dan Jarven: -Trucks have been hauling dirt from Rt 511 (Old Landfill Entrance) to Oberlin City Garage off Oberlin Road and several complaints have been received regarding mud on road. Contacted Republic Services to make aware and they did send a street sweeper to assist.
 -Could not find any updated software at OTA Conference, requesting to explore custom software.... *Trustees agree, referred to Emerge Inc.*

Deputy Plemons: Calls for Service

- Jan 11th, A reported stolen 4 wheeler was found in a field off rt. 58. With the help of the property owner, he was able to remove from a wooded area with farm implement. This property was returned to the victim, who is a New Russia Twp. resident.
- Jan. 11th, Deputies assisted the ambulance with an intoxicated patron who fell and hit his head at a business on the 500 block of W. Lorain St.
- Jan. 12th, 43000 block of Oberlin Elyria Rd., reference a suicidal male. Deputies assisted the ambulance who transported this subject to the hospital for evaluation.
- Jan. 12th, 44000 block of RT. 511, reference a domestic dispute involving a juvenile. A report was filed.
- Jan. 14th, 12000 block of RT. 58, reference a suspicious male walking in the area. Deputies gave this male a ride to his destination which was closer to Wellington.
- Jan. 20th, 45000 block of Russia Rd., reference an online fraud complaint. A report was filed.
- Jan. 24th, The New Russia Twp. Cemetery, reference a suspicious car parked at the back of property. The subjects in this vehicle, who claimed to be "cuddling" in the back seat, were advised to cuddle elsewhere.
- Jan. 26th, Deputies assisted the ambulance on the 43000 block of Oberlin Elyria Rd., which was just a medical call.
- Jan. 26th, 44000 block of Oberlin Elyria Rd., to assist the ambulance with a possible drug overdose. A female was transported to the hospital for evaluation.

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- John Honoshofsky:** -Plowing and Salting continues
- Three funerals last week
 - Equipment maintenance continues
 - Book exchange in front of Service Complex has not been maintained and doors have rotted... *Trustee approve removal but store in case person who constructed claims.*
 - Request approval for estimate from Dad's Electric LLC to repair/replace various lighting fixtures throughout Township at a cost of \$3,100.00 (*Fiscal Officer stated NOPEC Grant monies could be used to pay portion.*)
 - Request approval for Rafter A Ltd to engineer New Holding Tank Design at Service Complex at a cost of \$6,920.00
 - Request approval for Barber Construction Solutions to repair two damaged beams on Portico of "The Lodge" at a cost of \$2,600.00

Motion to Approve Electrical Repair

Motion was made by Patricia Brubaker to approve various electrical repairs throughout Township from Dad's Electric LLC at a cost of \$3,100.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-02-16

Motion to Approve Engineering Professional Services

Motion was made by Patricia Brubaker to approve Engineering Professional Services for a New Holding Tank Design at Service Complex from Rafter A, Ltd at a cost of \$6,920.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-02-17

Motion to Approve Portico Beam Repair

Motion was made by Patricia Brubaker to approve Portico Beam Repair at "The Lodge" from Barber Construction Solutions at a cost of \$2,600.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-02-18

Edie Taylor: -Several calls received regarding Covid Shot Clinic, refer calls to Public Health

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

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Motion to Approve Amending Motion #2022-01-32 dated 1/18/2022

Motion was made by Scott Justin to amend Motion #2022-01-32 dated 1/18/2022 on recommendation of Lorain County Prosecutor which reads:

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

Amended to read:

Motion to Approve Zoning Resolution

Motion was made by Patricia Brubaker to authorize and direct the Lorain County Prosecutor's Office to take all necessary action to compel zoning compliance of Richard and Shannon Earls, 43566 Parsons Road, Oberlin, Ohio, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED 2022-01-32

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

MOTION CARRIED 2022-02-19

Motion to Appoint Zoning Board of Commission Members

Motion was made by Patricia Brubaker to appoint the following to the Zoning Board of Commission Board:

-Cynthia Breda to fill the Unexpired	Term Expiring 1/31/2025
-James Griner	Term Expiring 1/31/2027
-Gary Szuch—Alternate	Term Expiring 1/31/2023
-Kimberly Guelker—Alternate	Term Expiring 1/31/2023

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

MOTION CARRIED 2022-02-20

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Motion to Appoint Zoning Board of Appeal Members

Motion was made by Scott Justin to appoint the following to the Zoning Board of Appeals Board:

- William Burgdorf to fill the Unexpired Term Expiring 1/31/2025
- Eric Mateer Term Expiring 1/31/2027
- Travis Tyson—Alternate Term Expiring 1/31/2023
- Lester Allen—Alternate Term Expiring 1/31/2023

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

MOTION CARRIED **2022-02-21**

Motion to Approve Discontinuing Employee Provided Uniform Program

Motion was made by Patricia Brubaker to approve discontinuing Full-time Employee Provided Uniform Program with Cintas effective 2/17/2022, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-02-22**

Motion Rescinded 3.01.2022 Regular Meeting

Motion to Approve Full-time Employee Clothing Allowance

Motion was made by Patricia Brubaker to approve Full-time Employee Clothing Allowance at a rate of \$675.00/yearly, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-02-23**

Motion Rescinded 3.01.2022 Regular Meeting

Motion to Approve Contribution to Special Olympics Ohio

Motion was made by Patricia Brubaker to approve contribution of \$2,000.00 to Special Olympics of Ohio, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-02-24**

-Trustee Justin requested John Honoshofsky to call Rafter A, Ltd tomorrow to start holding tank design.

Motion to Adjourn

Motion was made by Patricia Brubaker to adjourn meeting at 7:09 pm, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-02-25**

AFFIRMED by Andrew Gulish at March 1, 2022 Regular Meeting

ATTESTED by Lisa Akers at March 1, 2022 Regular Meeting