

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

March 15, 2022

Chairman, Andrew Gulish called the March 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, Dave Lent, Desi Justin, Edie Taylor, Dan Jarven, Ross Mateer

Motion to Approve March 1, 2022 Regular Meeting Minutes

Motion was made by Patricia Brubaker to approve the March 1, 2022 Regular Meeting Minutes, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-03-16

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 \$28,157.89, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-03-17

Motion to Approve Fiscal Officer as Designee for NOPEC Sponsorship Grant

Motion was made by Patricia Brubaker to approve Fiscal Officer as Designee for application of the 2022 NOPEC Sponsorship Grant, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-03-18

PUBLIC CONCERNS AND REQUESTS—n/a

STAFF REPORTS

Edie Taylor: -No report

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Ross Mateer: -Landfill Tour will be Saturday, 3/19/2022 at 11 am
 -Public Hearing for Conditional Use/Home Occupation permits will be 3/24/2022 at 7 pm

Dan Jarven: -No report

Desi Justin: -Reviewed Oberlin Cabinet Company estimate for Meeting Room Desk repair to include Quartz countertop and structure repair
 -Reviewed estimates for "The Lodge" concrete floor repair...Final Finish-\$76,003.00 and NuCrete-\$26,684.68
 -Replaced pads in AED machines and discovered machines are on recall, still have 99% effective rate, outside of timeframe for refund. Consider replacing (4 total), Cintas offers service for \$89.00/month per machine and \$35.00/month per machine to service (machine rental only). Purchase to own a Zoll or LifePak brand would be around \$1,700.00 per machine. ***Trustee Brubaker requested LifePak which would be compatible with Central LC Ambulance.***
 -Would Trustees like to advertise in Chronicle Telegram "Shop Local" supplement, full page color ad \$350.00..... ***Trustees agree***

Motion to Approve Meeting Room Desk Repair

Motion was made by Patricia Brubaker to approve Meeting Room Desk Repair to Oberlin Cabinet Company at a cost not-to-exceed \$8,500.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-03-19

Motion to Approve Concrete Floor Repair

Motion was made by Patricia Brubaker to approve concrete floor repair in "The Lodge" to NuCrete LLC at a cost not-to-exceed \$27,000.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-03-20

Motion to Approve AED Machine Purchase

Motion was made by Scott Justin to approve purchase of four (4) LifePak AED Machines from AED Professionals at a cost not-to-exceed \$8,240.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

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2022-03-21

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Deputy Plemons: *Chairman Gulish read Calls for Service in Deputy's Absence*

- FEB 19TH, E. HAMILTON ST., REFERENCE A VEHICLE THAT DROVE AROUND THE FLOODED ROAD CLOSED SIGNS AND GOT STUCK. THE DRIVER WAS LATER CITED.
- FEB. 20TH, 44000 BLOCK OF HALLAUER RD., REFERENCE THE NEIGHBORS MUSIC WAS TOO LOUD. DEPUTIES SPOKE WITH THE OWNER AND MATTER WAS RESOLVED.
- FEB. 21ST, 47000 BLOCK OF GARFIELD RD., REFERENCE AN ABANDONED HOUSE W/ A DOOR STANDING OPEN. DEPUTIES CHECKED THE PROPERTY AND DISCOVERED NOISES COMING FROM THE UPSTAIRS. DEPUTIES FOUND A MISCHIEVOUS RACCOON HAD ENTERED THE HOME AND HAD TAKEN UP RESIDENCE INSIDE THE ATTIC. DEPUTIES ATTEMPTED TO CONTACT THE ACTUAL PROPERTY OWNER, WHO APPEARS TO LIVE OUT OF STATE.
- FEB. 22ND, DEPUTIES ASSISTED A STRANDED MOTORIST ON RT 511 BY JUMP STARTING THEIR CAR.
- FEB. 25TH, 11000 BLOCK OF OBERLIN RD., REFERENCE A DOMESTIC DISPUTE BETWEEN FAMILY MEMBERS.
- FEB. 25TH, 45000 BLOCK OF BUTTERNUT RIDGE RD., TO ASSIST CAREGIVERS W/ A RESIDENT WHO WAS RIPPING THINGS OFF THE WALLS AND BEING COMBATIVE. DEPUTIES STOOD BY AND THE RESIDENT EVENTUALLY CALMED DOWN WITHOUT ANY FURTHER INCIDENT.
- MARCH 2ND, 13000 BLOCK OF CLARK LN., REFERENCE A TRESPASSING COMPLAINT OVER A DOG THAT KEEPS WONDERING INTO ANOTHER NEIGHBORS YARD.
- MARCH 3RD, 11000 BLOCK OF PYLE RD., REFERENCE A MALE REQUESTING DEPUTIES ESCORT HIM TO AN ADDRESS SO HE CAN GATHER SOME PERSONAL BELONGINGS.
- MARCH 4TH, RT 58, REFERENCE A SUSPICIOUS MALE WALKING UP AND DOWN THE ROAD. DEPUTIES SPOKE WITH THIS MALE WHO WAS DRIVING, WHEN HIS WEDDING RING FELL OFF HIS FINGER AND GOT LOST IN THE DITCH LINE. THIS MALE WAS UNABLE TO LOCATE SAME AND WOULD RETURN LATER WITH HIS WIFE AND A METAL DETECTOR.
- MARCH 5TH, REFERENCE A CALL OF A SMALL BOY WALKING DOWN RT 58 BY HIMSELF. DEPUTIES LOCATED THIS 12YR. OLD MALE, WHO LIVED IN OBERLIN, AND RAN AWAY AND WAS HEADED TO CINCINNATI WITH A BAG OF CANDY. DEPUTIES RETURNED THE CHILD TO HIS FATHER AND NOTIFIED OBERLIN POLICE WAS ADVISED OF SAME.

John Honoshofsky: -Road salting continues

- Boom mower picked up from buyer
- Fixing intersections from plowing
- Spring Cleaning Service Complex
- Requesting tool box and tool purchase from Home Depot—\$2,000.00
- Dismantling the Park fence will be hard, will need to cut horizontals to remove from post, do Trustees want to put on govdeals after tear-down? **Trustees agree, if it doesn't sell, then dispose.**
- Would Trustees like drinking fountain in Picnic Shelter replaced or cover main? **Trustees agree to cover for now.**
- Would like permission to clean Cemetery ditch on Township property only. **Trustees Agree**
- Request approval for pipe and fitting purchase from Core & Main—\$3,698.31 for various drainage projects within Township

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John Honoshofsky: -Requesting additional \$5,212.00 to Fergs Construction for Park concrete project due to installing thicker concrete and the increase in price of concrete.
 -Reviewed estimates for cleaning of outdoor restrooms from Erie Janitorial-\$1,420.00/month and Bizzy Bee Cleaning Service-\$1,505.00/month
 -Reviewed estimates for removal of mulch and replacing with river rock from MTC-\$15,000.00, Blades of Grass-\$27,087.44 and Schill-\$39,087.89.
 -Reviewed estimates for grading/seeding of tile repair in Park from MTC-\$5,500.00, Blades of Grass-\$42,009.19 and Schill-\$27,484.80
 -Reviewed estimate from Rafter A Ltd to engineer paving of Park drive
 -Reviewed estimate for pin retrieval of Sec 1 of Cemetery from Rafter A Ltd-\$10,000.00 plus cost of pins, Grever and Ward \$27,700.00 plus cost of pins. ***Trustees decide to consider once it's certain we can get AutoCAD program from Grever and Ward.***

Motion to Approve Tool Box/Miscellaneous Tool Purchase

Motion was made by Patricia Brubaker to approve the purchase of a tool box and miscellaneous tools from Home Depot at a cost not-to-exceed \$2,000.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-03-22

Motion to Approve Pipe/Fitting Purchase

Motion was made by Scott Justin to approve purchase of various pipe and fittings from Core & Main at a cost of \$3,698.31, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-03-23

Motion to Approve Additional Concrete for Park

Motion was made by Scott Justin to approve the cost of additional concrete for Park entrance project from Fergs Construction at a cost of \$5,212.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-03-24

Motion to Approve Outdoor Restroom Cleaning

Motion was made by Patricia Brubaker to approve the cleaning of all outdoor restrooms from Erie Janitorial at a cost of \$1,420.00 per month, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-03-25

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Motion to Approve Landscape Bed Improvement

Motion was made by Patricia Brubaker to approve Landscape Bed Improvement of the Administrative and Service Complex from MTC at a cost not-to-exceed \$15,000.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-03-26**

Motion to Approve Turf Improvement

Motion was made by Scott Justin to approve Turf Improvement at the Park from MTC at a cost not-to-exceed \$5,500.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-03-27**

Motion to Approve Engineering for Park Drive

Motion was made by Patricia Brubaker to approve engineering for the Park Drive from Rafter A Ltd at a cost of \$6,600.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-03-28**

TRUSTEE BUSINESS

The 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 7:42 pm for employment discussion with business to follow, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye.

MOTION CARRIED **2022-03-29**

Motion to Adjourn Executive Session

Motion was made by Patricia Brubaker to adjourn Executive Session at 8:07 pm, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-03-30**

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Motion to Approve Hiring Part-time Service Employee

Motion was made by Patricia Brubaker to approve hiring of David Lent as Part-time Service Employee at a rate of \$21.00/hour and Snow Plow Driver at a rate of \$22.00/hour effective March 16, 2022, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-03-31**

Motion to Approve Morgan Linen Extension of Service Agreement

Motion was made by Scott Justin to approve the Morgan Linen Extension to Addendum for Linen Processing Service Agreement, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-03-32**

Motion to Approve Lorain County Storm Water District MOU

Motion was made by Patricia Brubaker to approve the Planning Grant Memorandum of Understanding between Lorain County Storm Water District and New Russia Township regarding East Hamilton Street Drainage Investigation, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-03-33**

Trustee Brubaker reiterated Chain-of-Command for office staff.

Chairman Gulish stated Storm Water Grant Application will be turned-in tomorrow. Also, Work Agreement with Green Pastures Church for sink hole repair needs clarification before approving.

Motion to Enter into Executive Session

Motion was made by Andrew Gulish to enter into Executive Session at 8:17 pm for legal discussion with no business to follow, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye. **MOTION CARRIED** **2022-03-34**

Motion to Adjourn Executive Session

Motion was made by Patricia Brubaker to adjourn Executive Session at 8:55 pm, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-03-35**

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Motion to Adjourn

Motion was made by Patricia Brubaker to adjourn meeting at 8:55 pm, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-03-36

AFFIRMED by Andrew Gulish at April 5, 2022 Regular Meeting

ATTESTED by Lisa Akers at April 5, 2022 Regular Meeting

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