

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

May 3, 2022

Chairman, Andrew Gulish called the May 3, 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: Dan Jarven, John Honoshofsky, Edie Taylor, Bryan Plemons, Stacy Goetz

Motion to Approve April 19, 2022 Regular Meeting Minutes

Motion was made by Patricia Brubaker to approve the April 19, 2022 Regular Meeting Minutes, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-05-01

FISCAL OFFICER'S REPORT

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

Motion to Approve Warrants

Motion was made by Scott Justin to approve Warrants totaling \$30,352.91, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-05-02

PUBLIC CONCERNS AND REQUESTS

Mr. Arnold (Russia Road Resident): -No Show

Stacey Goetz: -Requesting use of baseball field for grandson's traveling baseball team, using field every Friday for practice until end-of-July. ***Trustees agree , NRT will purchase a home plate for ball field. Chairman Gulish also informed Ms. Goetz that the sinkhole near her property will be repaired in near future.***

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STAFF REPORTS

Edie Taylor: -Are we distributing Mosquito Dunks again this year? **Trustees Agree**
 -Brats has been ordered from Polansky's and donation letter sent to Drug Mart for Pride Day.

Dan Jarven: -Reviewed Citizens Software and Emerge Quotes for custom zoning software.
 -Attorney Schrader reviewed letter to Republic Services regarding Section 419 and issues discussed at last meeting.

Chairman Gulish stated Republic Services will continue to drill till the end-of-May.

Motion to Approve Custom Zoning Software

Motion was made by Patricia Brubaker to approve custom zoning software from Emerge Inc at a cost of \$9,400.00 and an annual maintenance fee of \$480.00, seconded by Scott Justin.

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

MOTION CARRIED

2022-05-03

Deputy Plemons: Calls for Service

-April 7th, 48000 block of RT. 511 reference identity fraud where someone filed unemployment benefits in their name.

-April 9th, 10000 block of Pyle Rd., reference a domestic dispute complaint.

-April 11th, 10000 block of Pyle Rd., reference another domestic dispute.

-April 11th, 12000 block of Pyle Rd., reference the home owner seeing a suspicious male on her ring camera and requested deputies respond and determine who this person was. The person was actually there to inspect/ service the septic tank and the owner was advised on same.

-April 11th, 14000 block of RT 58, reference a suspicious vehicle left on the property. Deputies checked with the neighbors and it belonged there.

-April 11th, 12000 block of Oberlin Rd., reference a male talking to a tree and staring at the ground. Deputies located this male and gave him a ride closer to Amherst.

-April 12th, RT. 58/ Butternut Ridge Rd, Deputies transported an elderly female to Wellington who was trying to walk there on foot.

-April 12th, 45000 block of Butternut Ridge Rd., reference a theft complaint from a local business.

-April 14th, 44000 block of Parsons Rd., reference checking on the welfare of the home owner. The home owner was determined to have passed away and the home itself had filled with possible carbon monoxide fumes. Deputies were assisted by the fire department and the county coroner.

-April 14th, 45000 block of Russia Rd., reference a theft that occurred after the homeowner hosted a party inside her home.

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John Honoshofsky: -Rolling lawn
 -Moved furniture in Lodge for flooring company
 -Maintenance on equipment continues
 -Mowing has started for season
 -Skid Loader needs repaired due to a bird's nest that was near motor and caught fire. Needs towed to LEPPPO requesting Patton Towing for \$200.00. **Trustees Agree.** Not sure of repair cost of Skid Loader at this time.
 -Requesting Chipper Rental from LEPPPO for \$1100/week (may only need for few days and will return once done)

Motion to Approve Chipper Rental

Motion was made by Patricia Brubaker to approve Chipper Rental from LEPPPO at a cost of \$1,100.00 for week, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-05-04**

John Honoshofsky (continued): -Noticed some residents who have requested to keep wood chips in past, are not removing from right-away which causes issues. **Trustees decided to stop giving residents option to keep or remove wood chips and moving forward all wood chips will be removed.**
 -Reviewed gutter repairs estimate from Barber Construction—\$1,200.00
 -Requesting tree removal and limb trimming on BNR from Edwards Tree Service at a cost of \$3,000.00
 -Requesting Erie Janitorial weekly cleaning of Service Complex at a cost of \$250.00/month
 -Reviewed three (3) prices for aggregate
 -Reviewed Coldwater findings regarding wetlands at Park, wooded area between Park and Cemetery is wetlands and a new dumping site will now be located near south side of dirt hill located at east entrance of Park.

Tornado Warning was issued requesting individuals to seek shelter, Chairman Gulish paused Meeting at 7:11 pm for shelter.

Resumed Meeting at 7:18 pm with Roll Call as follows: Patricia Brubaker—present, Andrew Gulish—present, Scott Justin—present, Lisa Akers—present

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John Honoshofsky (continued): -Excavating needed in Cemetery reviewed estimate from Dovins Farms @ \$2,200.00
 -Discussed traffic control for ditch cleaning, portable lights may cost up to or over \$55,000 and traffic control companies have not returned calls. ***Trustees requests additional pricing and possible bid process if purchasing.***
 -In absence of Skid Loader due to repair, requesting rental for month from LEPPPO at a cost of \$3,050.00

Motion to Approve Gutter Repair

Motion was made by Patricia Brubaker to approve gutter repair from Barber Construction at a cost not-to-exceed \$1,200.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-05-05**

Motion to Approve Tree Removal and Trimming

Motion was made by Scott Justin to approve tree removal and trimming from Edwards Tree Service at a cost of \$3,000.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-05-06**

Motion to Approve Cleaning of Service Complex

Motion was made by Patricia Brubaker to approve weekly cleaning of Service Complex from Erie Janitorial at a cost of \$250.00/month, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—nay.

MOTION CARRIED **2022-05-07**

Motion to Approve Miscellaneous Aggregate Purchase

Motion was made by Scott Justin to approve miscellaneous aggregate purchase from J & D Farms at a cost not-to-exceed \$2,500.00, seconded by Andrew Gulish. RCV: Scott Justin—aye; Andrew Gulish—aye; Patricia Brubaker—nay.

MOTION CARRIED **2022-05-08**

Motion to Approve Cemetery Excavation Work

Motion was made by Scott Justin to approve Cemetery Excavation Work from Dovin Farms at a cost not-to-exceed \$2,200.00, seconded by Andrew Gulish. RCV: Scott Justin—aye; Andrew Gulish—aye; Patricia Brubaker—nay.

MOTION CARRIED **2022-05-09**

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Motion to Approve Skid Loader Rental

Motion was made by Patricia Brubaker to approve skid loader rental from LEPPPO at a cost not-to-exceed \$3,100.00/month, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-05-10

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

-Fiscal Officer inquired about paying invoice to company that left stain marks on carpet during recent flooring repair in "The Lodge". Trustee Brubaker stated she would contact regarding credit.

*-John Honoshofsky inquired if employees can wear shorts to work when weather is hot. Trustees stated "yes" if over 80 degrees and **no shorts during burials.***

Motion to Adjourn

Motion was made by Patricia Brubaker to adjourn meeting at 7:37 pm, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-05-11

AFFIRMED by Andrew Gulish at May 17, 2022 Regular Meeting

ATTESTED by Lisa Akers at May 17, 2022 Regular Meeting

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