

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

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**HELD**

**August 2, 2022**

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Chairman, Andrew Gulish called the August 2, 2022 Regular Meeting to order at 6:30 pm, followed by the Pledge of Allegiance.

Trustees: Patricia Brubaker, Andrew Gulish and Scott Justin were present as well as Fiscal Officer, Lisa Akers. Staff and Public: Dan Jarven, Bryan Plemons, Edie Taylor, John Honoshofsky

**Motion to Approve July 19, 2022 Bid Opening Minutes**

Motion was made by Patricia Brubaker to approve the July 19, 2022 Parsons Road Bid Opening Minutes, seconded by Andrew Gulish. Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—abstain. **MOTION CARRIED** **2022-08-01**

**Motion to Approve July 19, 2022 Regular Meeting Minutes**

Motion was made by Patricia Brubaker to approve the July 19, 2022 Regular Meeting Minutes, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-08-02**

***FISCAL OFFICER'S REPORT***

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

**Motion to Approve Then and Now Purchase Order**

Motion was made by Patricia Brubaker to approve a Then and Now Purchase Order to Edwards Tree Service in the amount of \$3,000.00 for tree trimming on Maple Street, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-08-03**

**Motion to Approve Warrant Number 34682**

Motion was made by Patricia Brubaker to approve Warrant Number 34682 to Edwards Tree Service in the amount of \$10,000.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2022-08-04**

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**Motion to Approve Warrants**

Motion was made by Scott Justin to approve Warrants totaling \$53,372.73, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-08-05**

**Motion to Approve Fiscal Officer Laptop Purchase**

Motion was made by Patricia Brubaker to approve the purchase of a Dell Latitude Laptop for the Fiscal Officer from ES Consulting in the amount of \$2,637.78, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-08-06**

*Fiscal Officer inquired if Trustees had any changes for the Zoning Book Update RFQ before advertising. **Trustees stated to proceed with advertising.***

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

- Edie Taylor:**
- Chipping List has been updated
  - Received call from West Hamilton Street Resident regarding issue with roadside mowing and tree trimming, referred to Trustee Brubaker.  
***Trustee Brubaker read email and reviewed pictures of issue. Trustees requested Service Department to trim and clean-up affected area.***
  - Mosquito dunks are not in high demand this year
- Dan Jarven:**
- Reviewed Cemetery Rules and Regulation Updates
  - Reviewed Driveway & Roadside Ditch Enclosure Standards Update
  - Russia Road property owner whom built pole barn before home has been notified that he has until 9/20/2022 to start construction on house or building permits will be forfeited.
  - Requested Trustees to reinstate injunction from 2003 regarding Oberlin Road property.

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**Motion to Approve Cemetery Rules and Regulation Update**

Motion was made by Scott Justin to approve the Cemetery Rules and Regulation Update as presented, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-08-07**

**Motion to Approve Driveway & Roadside Ditch Enclosure Standards Update**

Motion was made by Patricia Brubaker to approve the Driveway & Roadside Ditch Enclosure Standards Update as presented, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2022-08-08**

**Motion to Authorize Lorain County Prosecutor Regarding Zoning Compliance**

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 Wesley Dewitt & Barbara Dewitt aka Dewitt, Wesley H Trustee at 11416 Oberlin Road, Oberlin, Ohio 44074, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2022-08-09**

**Deputy Plemons:                      Calls for Service**

- June 15<sup>th</sup>, 45000 block of Russia Rd., reference a domestic violence complaint.
- June 16<sup>th</sup>, 12000 block of RT. 58, to assist the ambulance on a medical call.
- June 18<sup>th</sup>, 10000 block of Pyle Rd., to check on the welfare of a person walking along the roadway. This male was located and was possibly having a stroke and was transported by ambulance to the hospital.
- June 19<sup>th</sup>, 44000 block of Oberlin Elyria Rd. reference a domestic violence complaint.
- June 19<sup>th</sup>, 12000 block of N. Professor St., reference a domestic violence complaint.
- June 21<sup>st</sup>, 45000 block of Butternut Ridge Rd., reference a group home patient being combative towards staff. This male was transported to the hospital for evaluation.
- June 23<sup>rd</sup>, 44000 block of RT. 511, to check on the welfare of the elderly renter at this location. He checked ok.
- June 26<sup>th</sup>, 43000 block of Albrecht Rd., reference a domestic violence complaint.
- June 29<sup>th</sup>, 12000 block of Oberlin Rd., to assist the ambulance on a medical call.
- July 3<sup>rd</sup>, 45000 block of Parsons Rd, reference a theft complaint.
- July 4<sup>th</sup>, Quarry Rd./ Russia Rd., reference a suspicious male standing by a bike. This male checked ok and was resting as he was riding his bicycle to the State of Colorado.
- July 4<sup>th</sup>, 45000 block of Butternut Ridge Rd., reference another group home patient being combative towards staff. This subject was transported to the hospital for evaluation.

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*-Deputy Plemons requested a one-time cleaning and buffing of substation floor from Erie Janitorial. **Trustees agree***

- John Honoshofsky:**
- Park fence has been taken down
  - Ditch mowing continues
  - Brush cleaning at Cemetery
  - Leiby Construction completed Parsons Road Ditch cleaning
  - Parsons Road guardrail to be installed next week
  - Seed and Straw Parsons Road tomorrow
  - Horse Arena fence in Park will be very costly to fix, would Trustees like to remove along with shed or fix? ***Trustee stated to remove fence and put shed off access road between Park and Cemetery, remove sand (use some in volleyball court and baseball field), seed and straw.***
  - Insurance adjuster inspected skid loader @ Kelling Equipment and may fix instead of totaling. -Requesting \$10,000 for Kelling Equipment to repair mini/tool cat and leak in New Holland tractor.
  - Rafter A Ltd engineering is almost complete for paving of Park drive
  - Requesting \$3,050.00 to Leiby Construction to level grindings from Parsons Road project to existing access road in Park, will not make road any wider (only level existing)
  - Inquiring if Trustees are interested in roll-over program for zero turns mowers, mini excavator and skid loader. ***Trustees stated to get pricing for further review.***
  - MTC started leveling and seeding Park...no price increase needed from original estimate

**Motion to Approve Equipment Repair**

Motion was made by Patricia Brubaker to approve mini excavator/tool cat/New Holland tractor repair from Kelling Equipment Repair in the amount not-to-exceed \$10,000.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-08-10**

**Motion to Approve Access Road Leveling**

Motion was made by Patricia Brubaker to approve Access Road leveling from Leiby Construction in the amount of \$3,050.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-08-11**

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***TRUSTEE BUSINESS***

*-Correspondence were reviewed and found in order.*

**Motion to Reaffirm Parsons Road Resurfacing Project**

Motion was made by Patricia Brubaker to reaffirm Motion #2022-07-02 dated July 19, 2022 approving Parsons Road Resurfacing Project awarded to Erie Blacktop Inc at a cost of \$335,492.55, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin – aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-08-12**

*Fiscal Officer inquired if Trustees wanted NOACA Dues paid—**Trustees declined.***

*Trustee Brubaker stated Life Pak AED machines can be purchased through Oberlin Hospital at \$1,911.40 per unit with a 12/19/2022 delivery date. FO stated NRT currently has a purchase order open with AED Professionals for same machine at a slightly lesser price but delivery has been delayed several time. NRT purchase order will remain open to AED Professionals for now.*

**Motion to Approve Rescinding August 2, 2022 Public Hearing**

Motion was made by Patricia Brubaker to approve rescinding Motion #2022-07-09 for a Public Hearing to review Proposed Amendments to NRT Zoning Resolution and Updates to Zoning Map, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-08-13**

**Motion to Approve Public Hearing**

Motion was made by Patricia Brubaker to approve a August 16, 2022 Public Hearing to review Proposed Amendments to NRT Zoning Resolution and Updates to Zoning Map at 6:00 pm, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-08-14**

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**Motion to Adjourn**

Motion was made by Scott Justin to adjourn meeting at 7:39 pm, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-08-15**

**AFFIRMED by Andrew Gulish at August 16, 2022 Regular Meeting**

**ATTESTED by Lisa Akers at August 16, 2022 Regular Meeting**