

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

November 15, 2022

Chairman, Andrew Gulish called the November 15, 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: John Honoshofsky, Bryan Plemons, James Griner, Jerry Toth, Edie Taylor, Margie Flood, Rob & Mary Henes, James Zelenka, Dan Polen, John Knipper, Ross Mateer, Pat & Rick Justin, Rob Franta, Robert & Jennifer Dittimer, Kim & DJ Johnson

Motion to Approve November 1, 2022 Regular Meeting Minutes

Motion was made by Patricia Brubaker to approve the November 1, 2022 Regular Meeting Minutes, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-11-13**

FISCAL OFFICER'S REPORT

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

Motion to Approve Christmas Tree Purchase

Motion was made by Patricia Brubaker to approve purchase of (2) Christmas Tree and Bags for "The Lodge" from Petitti's Garden Center in the amount of \$3,069.96, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-11-14**

Motion to Approve Warrants

Motion was made by Scott Justin to approve Warrants totaling \$40,344.16, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-11-15**

Motion to Approve Additional Warrant

Motion was made by Patricia Brubaker to approve an additional Warrant to Erie Blacktop Inc in the amount of \$14,804.59, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-11-16**

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Motion to Approve 2023 Temporary Appropriations

Motion was made by Patricia Brubaker to approve the 2023 Temporary Appropriations in the amount of \$2,837,500.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED

2022-11-17

2023 TEMPORARY APPROPRIATIONS

1000 GENERAL FUND			
110	Administrative Salary	\$	121,994.00
110	Administrative Fringe Benefits	\$	196,400.00
110	Administrative Program	\$	164,700.00
120	"The Lodge" Salary	\$	23,000.00
120	"The Lodge" Fringe Benefits	\$	3,650.00
120	"The Lodge" Program	\$	169,000.00
130	Zoning Salary	\$	28,000.00
130	Zoning Fringe Benefits	\$	3,250.00
130	Zoning Program	\$	3,500.00
190	Service Complex Salary	\$	160,000.00
190	Service Complex Fringe Benefits	\$	24,900.00
190	Service Complex Program	\$	58,000.00
210	Police Protection Program	\$	145,000.00
220	Fire Protection Program	\$	150,000.00
230	Emergency Medical Service Program	\$	30,000.00
310	Street Lighting Program	\$	6,000.00
330	Highways Program	\$	173,500.00
410	Cemetery Salary	\$	15,000.00
410	Cemetery Fringe Benefits	\$	2,320.00
410	Cemetery Program	\$	33,200.00
420	Health District Program	\$	15,000.00
590	Human Services Program	\$	20,000.00
610	Parks/Recreation Salary	\$	40,000.00
610	Parks/Recreation Fringe Benefits	\$	6,200.00
610	Parks/Recreation Program	\$	94,000.00
760	Capital Outlay Program	\$	553,386.00
820	Debt Service Program	\$	60,000.00
930	Contingency Program	\$	-
	Total General Fund	\$	2,300,000.00
2011 MOTOR VEHICLE FUND			
330	Highways Program	\$	15,000.00
2021 GASOLINE TAX FUND			
330	Highways Program	\$	260,000.00
2031 ROAD & BRIDGE FUND			
330	Highways Salary	\$	60,000.00
330	Highways Fringe Benefits	\$	9,270.00
330	Highways Program	\$	192,730.00
	Total Road & Bridge Fund	\$	262,000.00
2902 LORAIN COUNTY SOLID WASTE GRANT			
390	Public Works Program	\$	-
9001 3% BD. OF BLDG. STANDARDS FEE			
130	Zoning Program	\$	500.00
	TOTAL APPROPRIATIONS ALL FUNDS	\$	2,837,500.00

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- John Honoshofsky:** -One funeral since last meeting
- Leaf cleanup continues
 - Hart Asphalt fixed Garfield Road asphalt again...no complaints
 - Everything has been winterized
 - Park Project...Rafter A Ltd miscalculated backfill stone, they will absorb cost
 - Gate size on east side too small with new asphalt, would Trustees like to order a new gate. ***Trustees state wait till Spring to evaluate.***
 - Park Project...65 more curb stops and kits are needed to complete project, would like to order from Uline in the amount of \$4,395.00
 - Additional cameras in Park need energized, requesting electrical work from Sattelight Electric in the amount of \$4,279.54.
 - Reviewed quotes on new shop truck from the following:
 - Harrison Ford-\$57,104.00...Valley Ford-\$79,823.00...Sliman's Dodge-\$63,902.00...Judco-\$33,065.49 to outfit. Four-Six month lead time for Ford truck. Odd that two different Ford Dealers have different totals when it should be state pricing. ***Trustee Justin will review quotes for future discussion.***
 - Would like to order rollovers as previously discussed but there has been an issue getting parts from Polen Implement. Would like to support local business but cannot wait for parts if needed. Example, ordered parts from Polen Implement and it was backordered, went to Wellington Implement for same part and received with no delay. Tony Polen stated from audience that he has spoken with staff and this will not happen in future, if parts are needed for rollover equipment and backordered a loaner will be given to use in meantime. John Honoshofsky requested Trustee to make decision between Polen or Wellington Implement for Rollover Program. ***Trustee Justin stated to give Polen Implement another chance.***

Motion to Approve Curb Stop Purchase

Motion was made by Patricia Brubaker to approve the purchase of 65 curb stops and 65 install kits from Uline at a cost of \$4,395.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-11-18**

Motion to Approve Electrical Installation

Motion was made by Patricia Brubaker to approve electrical installation for Park cameras from Sattelight Electric at a cost of \$4,279.54, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-11-19**

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

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Motion to Approve Proposed Zoning Resolution Change

Motion was made by Andrew Gulish to approve the Proposed Zoning Resolution Change regarding Lorain County Airport Property to IP I, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker —aye; Scott Justin—nay.

MOTION CARRIED**2022-11-20****Motion to Approve Payment of Unused Vacation Days**

Motion was made by Patricia Brubaker to approve payment to John Honoshofsky Jr. for balance of unused Vacation Days as of 12/31/2022 per current hourly rate, payable first payroll in January 2023, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED**2022-11-21****Motion to Approve Holiday Work Schedule**

Motion was made by Patricia Brubaker to approve the following Holiday Work Schedule as follows: -November 24, 25, 26, 2022 CLOSED Thanksgiving Holiday
 -December 23, 24, 26, 2022 CLOSED Christmas Holiday
 -December 30, 31, 2022, January 2, 2023 CLOSED New Year Holiday
 seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED**2022-11-22****Motion to Approve Employee Appreciation Bonus for 2022**

Motion was made by Patricia Brubaker to approve the Employee Appreciation Bonus for 2022 as follows: -\$650.00—Full-time Employees
 -\$325.00—Regular Scheduled/Flex Part-time Employees
 -\$165.00—Zoning Board of Commission and Appeal Members
 (*payable December 9, 2022*), seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED**2022-11-23****Motion to Approve 2022 Year-End and 2023 Organizational Meeting**

Motion was made by Patricia Brubaker to approve the 2022 Year-End at 5:00 pm on Friday, December 30, 2022 and the 2023 Organizational Meeting to immediately follow, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED**2022-11-24****Motion to Enter to Executive Session**

Motion was made by Scott Justin to enter into Executive Session at 7:11 pm for employment discussion with possible business to follow, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED**2022-11-25**

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Motion to Adjourn Executive Session

Motion was made by Patricia Brubaker to adjourn Executive Session at 7:28 pm, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED **2022-11-26**

Motion to Approve Rescinding Motion #2022-11-20

Motion was made by Patricia Brubaker to Rescind Motion #2022-11-20 regarding Proposed Zoning Resolution Change, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—nay.

MOTION CARRIED **2022-11-27**

Motion to Approve Proposed Zoning Resolution Change

Motion was made by Andrew Gulish to approve the Proposed Zoning Resolution Change regarding Lorain County Airport Property to IP I.

NOTE: Motion failed due to lack of second.

Motion to Adjourn

Motion was made by Patricia Brubaker to adjourn meeting at 7:31 pm, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED **2022-11-28**

AFFIRMED by Andrew Gulish at December 6, 2022 Regular Meeting

ATTESTED by Lisa Akers at December 6, 2022 Regular Meeting