

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

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**HELD**

**December 6, 2022**

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Chairman, Andrew Gulish called the December 6, 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: Hap Bunce, Rich Fredrickson, Brent Anderson, Dan Jarven, James Griner, John Honoshofsky, Steve Jackson, Tony Polen, Dan Polen, Rick & Pat Justin, Richard Polen, Ross Mateer

**Motion to Approve November 15, 2022 Regular Meeting Minutes**

Motion was made by Patricia Brubaker to approve the November 15, 2022 Regular Meeting Minutes, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-12-01**

***FISCAL OFFICER'S REPORT***

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

**Motion to Approve Skid Loader Repair**

Motion was made by Patricia Brubaker to approve the repair of the skidloader from Kelting Equipment in the amount of \$2,410.19, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-12-02**

**Motion to Approve Resolution Adopting the Standard Allowance Under the American Rescue Plan Act**

Motion was made by Patricia Brubaker to approve the Resolution Adopting the Standard Allowance Under the American Rescue Plan Act, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-12-03**

***(See Board Referral File)***

**Motion to Approve Resolution Electing A Project Using The Standard Allowance Under The American Rescue Plan Act (ARPA)**

Motion was made by Patricia Brubaker to approve the Resolution Electing A Project Using The Standard Allowance Under The American Rescue Plan Act (ARPA), seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-12-04**

***(See Board Referral File)***

*-Fiscal Officer stated these resolutions were needed due to payment to Erie Blacktop for Park Pavement Improvement Project that was being paid as part of warrants.*

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**Motion to Approve Warrants**

Motion was made by Patricia Brubaker to approve Warrants totaling \$606,816.65, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-12-05**

**Motion to Approve Pitney Bowes Lease Agreement**

Motion was made by Scott Justin to approve the 63 Month Lease Agreement with Pitney Bowes for a postage machine, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-12-06**

***PUBLIC CONCERNS AND REQUESTS***

**Rich Fredrickson:** -Reviewed and summarized Park Pavement Project which he and his staff engineered and supervised to completion with Erie Blacktop. Compared bid to actual totals with explanation.

**Steve Jackson:** -Requested follow-up to his suggestion of air quality monitors near Landfill. ***Chairman Gulish stated he spoke with Justin Carpenter from Lorain County Health Department as well as the EPA regarding the monitors. Both entities stated there are not enough complaints and smell is not bad enough to warrant the air quality monitors. Both entities also stated the Landfill has made many improvements and hasn't looked this good in a number of years. Chairman Gulish also stated the Health Department has hired a full-time person to monitor smells of the Landfill.*** Richard Polen requested Trustees drive-by the Landfill in the morning when the covers are being removed and smell the odor. Steve Jackson suggested the Township purchase the monitors themselves. ***Trustee Brubaker stated we cannot analyze the data from monitors, so they would be of no use.*** Steve Jackson stated NRT could hire someone to analyze data for the safety and health of residents. ***Chairman Gulish stated if residents are concerned that the Landfill is ruining their health they should move. He stated the Landfill has been there longer then the homes near and it was their decision to build knowing a Landfill was in close proximity. Mr. Polen and Mr. Justin both stated their generation homes were their long before the Landfill. Mrs. Justin stated she could not believe Mr. Gulish just said that. Chairman Gulish reiterated that this was his own personal opinion but he would move if he was concerned about his health. Several residents did not agree with Chairman Gulish's opinion. Chairman Gulish stated he represents 1,800 residents of New Russia Township not just the few that are in the room.***

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**Dennis Hevener, South Amherst Fire Chief:** -Introduced himself as the new Fire Chief for South Amherst Fire Department. During previous conversations with former Fire Chief the purchase of a new piece of equipment was discussed, is that offer still available? ***Chairman Gulish stated he would meet with Chief Hevener for informal conversation and tour fire station.***

**STAFF REPORTS**

**Dan Jarven:** -Has identified flush mounts graves in software, when complete Pontem will update GIS mapping of Cemetery.  
 -Court Appearance tomorrow with Tom Mangen regarding Parsons Road Zoning Violation.  
 -Requesting approval of two Zoning Violations Resolution  
 -Parsons Road resident has requested a enclosed ditch on property, Service Supervisor is reviewing request  
 -Milano Monuments is requesting permission to install a concrete pad for large/tall monument for David Walker, will span 3 grave foundations. Milano feels it will give monument stability vs. regular stone foundation. ZI and Service Supervisor both agree we should not allow since there is a possibility of concreting foundation rows next year and concrete would not match. ***Trustee Justin stated he would prefer to let Milano install now, that way NRT would not be responsible if monument toppled. Fiscal Officer stated Trustees would have to grant permission to Milano and have Hold Harmless signed.***  
 -Landfill Resident Coupon has been updated with new hard hat/safety vest requirements. ***Trustees approve revised coupon.***

**Motion to Approve Zoning Violation Resolution**

Motion was made by Patricia Brubaker to authorize and direct Lorain County Prosecutor's Office to take all necessary legal action to compel zoning compliance pertaining to property located at 12592 State Route 58, Oberlin, Ohio, property owners: Richard A. and Robert J. Zgrabik, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-12-07**

**Motion to Approve Zoning Violation Resolution**

Motion was made by Patricia Brubaker to authorize and direct Lorain County Prosecutor's Office to take all necessary legal action to compel zoning compliance pertaining to property located at 46607 Butternut Ridge Road, Oberlin, Ohio, property owner: Robert J. Zgrabik, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-12-08**

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**HELD****December 6, 2022****Motion to Approve Concrete Foundation Installation**

Motion was made by Andrew Gulish to grant permission allowing Milano Monument to install a concrete pad for David Walker's headstone (pad will span three (3) grave foundations) at no cost to New Russia Township with Milano Monument agreeing to sign a Hold Harmless Agreement, seconded by Scott Justin. RCV: Andrew Gulish—aye; Scott Justin—aye; Patricia Brubaker—aye.

**MOTION CARRIED**                      **2022-12-09**

**James Griner:**        -Had Zoom Meeting with Jacob Barnes on 11/16/2022  
                               -Next Tuesday will be ZBC regular meeting

**Ross Mateer:**        -Met with ZBA on 11/28/2022, members are reviewing current zoning and will make change suggestions to Jacob Barnes.

**John Honoshofsky:**    -Plow and spreaders ready for snow  
                               -Continue to clean flower beds  
                               -Would like to order speed limit signs for Park  
                               -Holding Tank at Service Complex complete except for Testing  
                               -Requesting continuation of SCT Consultants for Safety Meetings in 2023  
                               -Reviewed rollover costs from Polen Implement  
                               -Requesting snow plow for red F250 from Judco at a cost of \$8,150.00

**Motion to Approve SCT Consultants for Safety Training**

Motion was made by Patricia Brubaker to approve SCT Consultants to provide safety training in 2023 at a cost of \$2,100.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**                      **2022-12-10**

**Motion to Approve Rollover Program for Compact Excavator/Compact Track Loader**

Motion was made by Scott Justin to approve the following State Bid Rollover Program from Polen Implement:

-John Deere 50G Compact Excavator	\$ 90,013.97
-John Deere 325G Compact Tract Loader	\$ 71,978.92
Equipment Total	\$161,992.89
Less Trade-In	
-Bobcat 341	\$ <37,554.00>
-Bobcat T250	\$ <27,754.00>
Trade-in Total	\$ <65,308.00>
Total Due:	\$ 96,684.89

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

**MOTION CARRIED**                      **2022-12-11**

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**Motion to Approve Snow Plow Purchase**

Motion was made by Scott Justin to approve purchase of a Western 9' Pro Plus Snow-plow Complete including install and rubber deflector kit from Judco, Inc. at a cost of \$8,150.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-12-12**

**Motion to Approve Rollover Program for ZTrak Mowers**

Motion was made by Scott Justin to approve the following State Bid Rollover Program from Polen Implement:

-John Deere Z950R ZTrak	\$ 15,820.57
-John Deere Z950R ZTrak	\$ 14,927.22
-John Deere MCS DFS Hopper	<u>\$ 3,580.89</u>
Equipment Total	\$ 34,328.68
Less Trade-In	
-2015 John Deere Z930M Gas	\$ < 3,600.00 >
-2015 John Deere Z930M Gas	<u>\$ &lt; 3,600.00 &gt;</u>
Trade-in Total	\$ < 7,200.00 >

Total Due: \$ 27,128.68

seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-12-13**

**Motion to Approve Purchase of F550 4 x 4 Chassis Cab**

Motion was made by Scott Justin to approve the purchase of a F550 4X4 Chassis Cab from Harrison Ford at a cost of \$57,104.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2022-12-14**

**Motion to Approve Equipment Package for F550**

Motion was made by Scott Justin to approve the equipment package from Judco Inc., for the F550 4 x 4 Chassis Cab at a cost of \$33,065.49, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2022-12-15**

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

- Oct. 27<sup>th</sup>, 12000 block of Quarry Rd., reference a theft complaint.
- Oct. 28<sup>th</sup>, 45000 block of E. Hamilton St., reference goats running loose and trespassing in a neighbor's yard. The property owner was warned for same.
- Oct. 28<sup>th</sup>, Parsons Rd/ West Rd., reference a report of a woman beating a child. Contact was made with the home owner who was disciplining her child and was within her rights to do so. (Not child abuse).
- Oct. 29<sup>th</sup>, 12000 block of RT. 58, reference a male complaining their boss was threatening them.
- Nov. 1<sup>st</sup>, 44000 block of Oberlin Elyria Rd., reference a female called 911 reference a domestic. Deputies later made contact with the caller, who was no longer on scene and wished to no longer pursue the matter.
- Nov. 4<sup>th</sup>, 44000 block of Oberlin Elyria Rd., reference a domestic dispute. The parties left and the matter was resolved.
- Nov. 5<sup>th</sup>, 10000 block of Pyle Rd., reference a trespassing complaint involving possibly hunters and/or persons on ATV's.
- Nov. 14<sup>th</sup>, 45000 block of Butternut Ridge Rd., deputies assisted the ambulance with a combative individual at a local group home.
- Nov. 14<sup>th</sup>, 44000 block of Oberlin Elyria Rd., reference a female laying in a ditch. Deputies located this female who was too tired to walk home. Deputies gave her a ride to her residence in Oberlin.
- Nov. 15<sup>th</sup>, A .357 Smith and Wesson gun was found discarded at the Republic Recycle Center. Deputies took possession of same.
- Nov. 16<sup>th</sup>, 12000 block of RT. 58, reference a theft complaint. The store owner requested deputies advise this customer he is no longer welcome on the property.

The Sheriff's Ford F150 has roughly 40,000 miles and is still running in perfect condition.

***TRUSTEE BUSINESS***

*The Correspondence were reviewed and found in order.*

**Motion to Approve Contract for Wastewater Treatment Plant**

Motion was made by Patricia Brubaker to approve the Contract Between Tracey Weller and New Russia Township for the Contracted Wastewater Treatment Plant Operations of New Russia Township Hall & Complex for the 2023 Calendar Year, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED**

**2022-12-16**

*Trustees agreed Lorain County Piecemakers Rental Rate for The Lodge for the 2024 Calendar Year will be \$200.00 per month.*

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**Motion to Approve Various Cleaning of "The Lodge" & Adm Complex**

Motion was made by Patricia Brubaker to approve cleaning of the following: (1) Wood blinds in Office, Meeting Room, "The Lodge", (2) Deep Clean Tile and Grout in Meeting Room, Kitchen and Hallways (3) Clean, hone, polish and seal granite on two bar tops (4) clean fabric wall on two sides from Coit Cleaning & Restoration at a cost of \$4,777.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-12-17**

**Motion to Approve Salary Rates for 2023**

Motion was made by Patricia Brubaker to approve Salary Rates for 2023 as presented effective 1/1/2023, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye. **MOTION CARRIED** **2022-12-18**

*-Park Rules...will discuss in near future with Deputy Plemons.*

*-Signage for "The Lodge" parking was discussed, Service Supervisor will contact Judco Inc. for suggestions.*

*-Trustee Justin will be absent from next meeting.*

**Motion to Adjourn**

Motion was made by Patricia Brubaker to adjourn meeting at 7:58 pm, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

**MOTION CARRIED** **2022-12-19**

**AFFIRMED by Andrew Gulish at December 20, 2022 Regular Meeting**

**ATTESTED by Lisa Akers at December 20, 2022 Regular Meeting**

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