

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

January 17, 2023

Chairman, Scott Justin called the January 17, 2023 Meeting to order @ 6:00 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, Edie Taylor, Dan Jarven, John Knipper, Rebekah Savage, Belinda Walker, Eddie Santos, David Walker, David Kozar, Leslie Kozar, Bryan Plemons, Kathy Burns, Kathy & John Rokasy

Motion to Approve December 30, 2022 Year-End Meeting Minutes

Motion was made by Patricia Brubaker to approve the December 30, 2022 Year-End Meeting Minutes, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye. **MOTION CARRIED** **2023-01-01**

Motion to Approve 2023 Organizational Meeting Minutes

Motion was made by Andrew Gulish to approve the 2023 Organizational Meeting Minutes held on December 30, 2022, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye. **MOTION CARRIED** **2023-01-02**

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 \$20,605.20, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye. **MOTION CARRIED** **2023-01-03**

Motion to Approve Direct Deposit and EFT Paystub Email Mandate Resolution

Motion was made by Andrew Gulish to approve the Resolution Authorizing Direct Deposit and Emailing of EFT Pay Stubs for Employees and Elected Officials, effective March 1, 2023, also allowing Fiscal Officer to perform email test of the February 2023 payroll for elected officials, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye. **MOTION CARRIED** **2023-01-04**
(See Board Referral File for signed Resolution)

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PUBLIC CONCERNS AND REQUESTS

Belinda Walker: -Requesting transfer of ownership of Sec 2 #336B gravesite. Four (4) graves were originally purchased by resident Leslie Kozar when Belinda and David Walker's son passed away several months ago in which graves were purchased at resident rate. Belinda, David and Leslie understood at the time of the purchase that these graves could be transferred to their names in the future since Belinda and David would like ownership of son's grave. Also, Belinda and David are not residents and would purchase at non-resident rate or pay difference. Dan Jarven, Cemetery Sexton, questions if occupied grave ownership can be transferred and if ownership of a grave can be split, since Belinda would like ownership of Sec 2 #336B where son is located and Leslie would retain ownership of Sec 2 #336A, designated to David. Dan would like to seek legal counsel opinion, also since Sec 2 #336B is already occupied allow the resident rate purchase price to remain in effect. *Chairman Justin would like to see deed transferred.*

Motion to Approve Legal Counsel Opinion

Motion was made by Patricia Brubaker to approve Dan Jarven, Cemetery Sexton, to seek legal counsel opinion regarding Sec 2 #336 A/B ownership, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-01-05

Motion to Approve Purchase Price of Non-Resident Occupied Grave

Motion was made by Patricia Brubaker to approve purchase price of Sec 2 #336B grave at \$150.00 to non-resident (Belinda and/or David Walker) pending decision of ownership of grave from legal counsel, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-01-06

Motion to Approve Legal Counsel Opinion

Motion was made by Andrew Gulish to approve Dan Jarven, Cemetery Sexton, to seek legal counsel opinion regarding Sec 2 #336 A/B in regards to splitting ownership, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-01-07

Kathy Burns, Oberlin Community Services: Requesting regular yearly contribution and new building funding for Oberlin Community Services. Discussed several services OCS offers to NRT residents. Also, discussed plans for "One-Stop Shop" which will help those in need in the southern part of county.

Motion to Approve 2023 Contribution to Oberlin Community Services

Motion was made by Patricia Brubaker to approve 2023 Contribution to Oberlin Community Services at \$18,000.00, which includes regular contribution plus additional for new building, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-01-08

NOTE: \$2,000.00 will be reserved for Special Olympics contribution to be determined at a later date.

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John Knipper: -Would like update on airport re-zoning. ***Trustees stated the airport re-zoning was not approved and no new news to report.***

STAFF REPORTS

Edie Taylor: -Would Trustees like to continue advertising in the Chronicle for the Cemetery in the Senior Section and "The Lodge" in the Bridal Section. ***Trustees agree***

Dan Jarven: -Requesting approval for Cemetery Rules and Regulation updates as presented and detailed in email.

Motion to Approve Cemetery Rules and Regulation Updates

Motion was made by Andrew Gulish to approve the Cemetery Rules and Regulation Updates as presented, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye. **MOTION CARRIED** **2023-01-09**

Deputy Plemons: Calls for Service

- Dec. 6th, 9000 block of Quarry Rd., reference a domestic dispute complaint.
- Dev. 7th, Theft complaint from a business at the airport.
- Dec. 7th, 13000 block of Hale Rd., reference another theft complaint.
- Dec. 8th, 9000 block of Quarry Rd., to assist the ambulance with a possible combative patient.
- Dec. 9th, 12000 block of RT. 58, reference a property dispute between business owners.
- Dec. 9th, 10000 block of Pyle Rd., reference a DOA investigation.
- Dec. 9th, 10000 block of Quarry Rd., reference a private property hit skip report.
- Dec. 12th, 12000 block of Quarry Rd., reference a menacing complaint.
- Dec. 13th, 45000 block of Parsons Rd., deputies assisted the ambulance with a full arrest.
- Dec. 20th, 44000 block of Oberlin Elyria Rd., reference a noise disturbance.
- Dec. 27th, 12000 block of Quarry Rd., reference a noise complaint.

John Honoshofsky: -One funeral recently

- Installing tile in Cemetery
- Plowed and salted once
- Requesting limestone purchase from J&D Farms (2 semi-loads) est \$1560.00
- Requesting cleaning service of Outdoor Restrooms and Service Complex per estimates from Erie Janitorial Services. ***Trustee Brubaker agrees with cleaning of restrooms but not Service Complex, employees can clean-up or have cleaning service once quarterly. Service Supervisor stated staff will clean Service Complex.***
- Displayed options for reflective event parking sign for Lodge. Size will be 3'x3' using 2 posts.

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Motion to Approve Limestone Purchase

Motion was made by Patricia Brubaker to approve #57 limestone purchase from J&D Farms, not to exceed \$1650.00, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-01-10

Motion to Approve Cleaning of Outdoor Restrooms

Motion was made by Andrew Gulish to approve cleaning of outdoor restrooms from Erie Janitorial Services from April 1st—Thanksgiving at a cost of \$1,470.00 monthly, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye.

MOTION CARRIED

2023-01-11

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

Motion to Approve ODOT Township Highway System Mileage Certification

Motion was made by Patricia Brubaker to approve the ODOT Township Highway System Mileage Certification for Lorain County Engineer @ 11.806 miles, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-01-12

Reviewed suggested Park Rules from Deputy Plemons...Fiscal Officer will re-type/format for possible approval at next meeting. Deputy Plemons stated he will use common-sense to enforce.

Motion to Enter into Executive Session

Motion was made by Scott Justin to enter into Executive Session at 6:53 pm for consideration of confidential matters, with no business to follow, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED

2023-01-13

Motion to Adjourn Executive Session

Motion was made by Patricia Brubaker to adjourn Executive Session at 7:16 pm, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-01-14

-Trustee Brubaker inquired when ditch cleaning will start? Service Supervisor stated first week of February.

-Trustee Gulish stated Cobb Ditch/Dudley Ditch with County should start within next three months, and County is going to take another look at E Hamilton Street water issues.

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Motion to Adjourn

Motion was made by Andrew Gulish to adjourn meeting at 7:19 pm, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye.

MOTION CARRIED

2023-01-15

AFFIRMED by Scott Justin at February 7, 2023 Regular Meeting

ATTESTED by Lisa Akers at February 7, 2023 Regular Meeting

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