

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

April 4, 2023

Chairman Scott Justin called the April 4, 2023 Regular Meeting to order at 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: Dan Jarven, John Honoshofsky, James Griner, Edie Taylor, Margaret Cheney, John Rokasy, Deputy Plemons

Motion to Approve March 21, 2023 Regular Meeting Minutes

Motion was made by Andrew Gulish to approve the March 21, 2023 Regular Meeting Minutes, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye. **MOTION CARRIED** **2023-04-01**

FISCAL OFFICER'S REPORT

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

Motion to Approve Warrants

Motion was made by Patricia Brubaker to approve Warrants totaling \$51,634.20, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye. **MOTION CARRIED** **2023-04-02**

Motion to Approve Additional Warrant

Motion was made by Patricia Brubaker to approve additional Warrant #35276 to J & D Farms Transportation in the amount of \$1,029.71, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye. **MOTION CARRIED** **2023-04-03**

PUBLIC CONCERNS AND REQUESTS

Margaret Cheney: -Disappointed with recent letter received regarding Cemetery decorations. When plots were purchased there was no mention about limited decorations and was told as long as in gravel near headstone there wouldn't be an issue. She does not agree with artificial decoration only being allowed in winter months. Most times you can't reach grave site during that time due to weather conditions. Only allowing fresh flowers in spring/summer months will make Cemetery unsightly in her opinion due to the shelf life of real flowers. She understands rules need to be in place but would like Trustees to reconsider current rules. Traditionally, loved ones place items other than flowers on graves and she would like to continue. She also indicated that her husband's headstone is leaning if someone could check. Mrs. Cheney took time and composed a handout with rules from other surrounding cemeteries. She feels a compromise can be made in order to change current rules in place. ***Trustees stated they will review handout and possibly consider update of rules in future.***

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STAFF REPORTS

Jim Griner: -Dan & Jim met with Planning Commission and reviewed updates to the Zoning Resolution.
 -Latest draft is complete and committee will meet with Jacob in-person on 4/13/2023
 -He and Dawn Essex will attend Public Records Training on 4/11/2023

Edie Taylor: -Received calls on when Park is opening
 -Will be attending Pride Day Meeting on 4/13/2023

Dan Jarven: -Clean-up on Zgrabik Properties should start soon, delay due to health and weather concerns.
 -Public Hearing on 4/13/2023 regarding add'l parking for Oberlin College construction project on Professor Street.
 -Public Hearing on 4/20/2023 regarding Mr. Mostek extension for mobile home use during home renovation
 -Public Hearing on 4/25/2023 for Conditional Use/Home Occupation

Deputy Plemons: Calls for Service

- Mar 2nd, Disturbance at the county airport, reference a hay wagon and a flat tire. Parties calmed down and assistance rendered.
- Mar 3rd, 48000 block of RT. 113, reference an unwanted person at this location. The unwanted female was actually wanted, but by the Lorain County Sheriff's Office, who took her into custody for an outstanding warrant.
- Mar 5th, 47000 block of Russia Rd., reference a male threatening a person with a gun at an address. Charges were filed and the subject was later arrested.
- Mar 7th, 44000 block of RT. 511, reference a telephone harassment complaint. A report was filed.
- Mar 8th, 44000 block of E. Hamilton St., reference a subject needing a police escort to a home to gather some belongings.
- Mar 9th, 12000 block of Oberlin Rd., deputies assisted EMS with a medical call requiring a lift assist.
- Mar 12, 44000 block of Oberlin Elyria Rd., reference a suicidal male requesting EMS. Deputies stood by while the subject was transported to the hospital for evaluation.
- Mar 13th, 13000 block of Quarry Rd., reference a domestic dispute. A report was filed.
- Mar 16th, Oberlin Rd./ Russia Rd., deputies assisted a female who was dizzy and pulled over. She was having medication issues and her boyfriend arrived to help her back to her residence.

John Honoshofsky: -One funeral since last meeting
 -Parsons/Oberlin Road guardrail installed
 -Work continues in Park
 -Received two new mowers from Polen Implement
 -Tool Cat not lifting well, dropped off at LEPPPO waiting for estimate for repair
 -Lights in Lodge being worked on
 -Reviewed estimate from Sattelight to add security lights in East Parking Lot, \$4,271.99
 -Requesting grass seed, mulch, herbicide from Site One \$5,352.66

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- Reviewed Father & Son Septic pricing to clean new holding tank in Service Complex. This will be a trial year to see how often it will need cleaned. Initially requesting 6 visits at a cost of \$350.00 per visit.
- Reviewed Sandstone Excavating estimate to repair East Hamilton Road between 45383 and 45255. Current repair cost estimated at \$46,738.00, will keep an eye on thru summer and reevaluate area in the Fall.

Motion to Approve East Parking Lot Security Light Upgrade

Motion was made by Andrew Gulish to approve security light upgrade in East Parking Lot from Sattelight Electric at a cost of \$4,271.99, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye.

MOTION CARRIED

2023-04-04

Motion to Approve Lawn/Fertilizer Budget for 2023

Motion was made by Patricia Brubaker to approve the Lawn/Fertilizer Budget for 2023 to SiteOne at a cost of \$20,000.00, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-04-05

Motion to Approve Service Complex Holding Tank Clean-Out

Motion was made by Patricia Brubaker to approve the Service Complex Holding Tank Clean-out from Father & Son Septic for 6 visits at a cost of \$350.00 per visit, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-04-06

TRUSTEE BUSINESS

-Trustee Brubaker spoke with Barb Thomas from Kendal, someone was suppose to call John today regarding mound near Park. *John stated no call received.*

-Trustee Brubaker also requested the Service Department to check Mrs. Cheney's leaning headstone.

-John Honoshofsky inquired if the Trustees had any thoughts on the install of footers at the Cemetery? Suggestion was made to contact other Cemeteries to see how they install foundations for headstones. Also, get two estimates for 2 ft and 3 ft deep footers in Section 1. Also, contact Rafter A. Ltd to engineer and have specs available of footers for contractors to give estimate.

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Motion to Approve Engineering of Section 1 Cemetery Footers

Motion was made by Patricia Brubaker to approve engineering of Section 1 of Cemetery for Footers from Rafter A Ltd at a cost of \$2,000.00, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-04-07

Correspondence were reviewed and found in order. Fiscal Office will register Trustees and Service Supervisor for LCTA/Lorain County Storm Water Meeting on 4/20/2023.

-Trustee Gulish spoke with Don Romancak regarding ditches and he stated the following: Cobb Ditch...waiting for easements, Dudley Ditch...waiting for engineering, East Hamilton blockage...getting permission from homeowners to walk property to find blockage, Quarry/Russia Road...County looking into ditch drainage, one resident concerned that correcting will cause more drainage on their property.

Motion to Adjourn

Motion was made by Patricia Brubaker to adjourn meeting at 6:45 pm, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-04-08

Chairman Scott Justin reopened April 4, 2023 Regular Meeting at 6:46 pm

Roll Call: Patricia Brubaker-present, Andrew Gulish-present, Scott Justin-present

-Trustee Gulish will call Chase Ritenour to see if he will be able to attend a Special Meeting on 4/18/2023 at 5:30 pm for Landfill update discussion as stated in new contract.

Motion to Approve Special Meeting

Motion was made by Patricia Brubaker to approve Special Meeting if needed on April 18, 2023 at 5:30 pm for Lorain County Landfill discussion, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-04-10

Motion to Adjourn

Motion was made by Patricia Brubaker to adjourn meeting at 6:56 pm, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2023-04-11

AFFIRMED by Scott Justin at April 18, 2023 Regular Meeting

ATTESTED by Lisa Akers at April 18, 2023 Regular Meeting