

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

January 16, 2024

Chairman, Scott Justin called the January 16, 2024 Regular Meeting to order at 6:00 pm, followed by the Pledge of Allegiance.

Trustees: Patricia Brubaker, Scott Justin and Michelle Tyner were present, as well as Fiscal Officer, Lisa Akers. Staff and Public: John Honoshofsky, Jim Griner, Edie Taylor, Dan Jarven, Bryan Plemons, Kathy & John Rokasy, Pat & Rick Justin, Dean Ortner, David Tipple, Sue Gerhardinger, Ross Mateer

Motion to Approve December 31, 2023 Year-End Meeting Minutes

Motion was made by Patricia Brubaker to approve the December 31, 2023 Year-End Meeting Minutes, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—abstain. **MOTION CARRIED** **2024-01-25**

Motion to Approve January 1, 2024 Organizational Meeting Minutes

Motion was made by Patricia Brubaker to approve the January 1, 2024 Organizational Meeting Minutes, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** **2024-01-26**

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 \$36,355.28, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2024-01-27**

Motion to Approve Lorain County Auditor ACH and Electronic Transaction Resolution

Motion was made by Scott Justin to approve the Lorain County Auditor ACH and Electronic Transaction Resolution, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** **2024-01-28**

See Board Referral File

*-Fiscal Officer reviewed cost to replace Merchant Credit Machine due to machine is no longer serviced from Santander. FO further stated she spoke with Emerge regarding the possibility of collecting payments for Zoning and Cemetery thru our custom software that already exists, therefore, the need of the Merchant Credit Machine would no longer be needed. Emerge is working on a estimate for transactions to be on-line. **Trustees will review once estimate is received.***

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

January 16, 2024

PUBLIC CONCERNS AND REQUESTS

Dean Ortner: -Representing Ortner Farms who own farmland on Russia Road and Route 58. Due to complaints from neighbors, he would like to explain odor from dirt being spread on fields. They are spreading an EPA approved Class B Bio-solid from Quasar Energy, which is a blend of food and municipal waste that digests down to solid and applied to fields. Bio-Solid is trucked from Akron and soil samples are taken to follow EPA guidelines. This bio-solid will improve soil over time, it is added to ground when tilling. The smell could take a few days to a week to go away. ***Trustee Brubaker requested that if this is used again next year, please speak to Russia Road Residents before applying to field.***

Sue Gerhardinger: -Thursday before Christmas the smell from the Landfill was bad, combination of gas/garbage. No one will respond from Landfill. Would like to get blood tested due to coughing and dizziness from Landfill smell that is getting into their house. Would also like a 24-hour monitor to monitor the gas levels outside of home. One weekend the Landfill had no coverage over area, called Health Department but no violations as of yet, believes the Trustee should check. ***Trustee Tyner stated she spoke with ODNR Oil & Gas and told them neighbors near Landfill are having issues with gas smell. Inspector for area say its hard to say what kind of gas since there are various gasses in the Landfill. Gasses can cause health side effects, there is a difference between nuisance and a health hazard smell. Trustee Tyner stated she researched monitors to purchase.***

Rick Justin: -Asked what is the difference between Ortner Farms odor compared to the Landfill odor? Why doesn't someone from Republic Services contact neighbors like Trustee Brubaker requested Ortner Farms to do? ***Trustee Brubaker stated she asked Ortner Farms as a courtesy to neighbors when it only happens occasionally.***

STAFF REPORTS

Jim Griner:

- Jacob Barnes attended last ZBC Meeting.
- There will be an Informational Meeting w/residents on 2/13/2024 at 6:30 pm to review changes to Zoning Map in Cedar West.
- Would like to set Public Hearing for Map Changes for 3/12/2024 at 6:30 pm in Cedar West.
- County has not returned GIS Map yet.
- Request to publish on website 2 week before meeting.
- Jacob will attend both meetings
- Would like to send postcards as in the past for meetings. ***Trustees approved***

Ross Mateer: -ZBA is meeting every 4th Tuesday of each month, last met in November and reviewed map changes. Nothing new to report.

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

January 16, 2024

Edie Taylor: -Residents have called regarding Splash Zone Membership
 -Would like to know if Limb Chipping remains same? ***Trustees stated Limb Chipping will be in May, June, September, October or as needed if storm.***
 -Inquired if Cemetery and Rentals to be advertised in Chronicle Telegram?
Trustee stated to continue.
 -Employee Interviews are set, cannot reach 2 employees, 4 employees requested phone interviews.

Dan Jarven: -Burial for Saturday
 -Issue 2 Cannabis...Lorain County Prosecutor working on Draft, no legal standing for moratorium. Trustees can pass resolution to prohibit, hopes to have something more specific from LCP in near future.

Deputy Plemons: Calls for Service

-Nov. 25TH, 12000 block of Oberlin Rd., deputies assisted EMS on a medical call.
 -Nov. 26th, 43000 block of Russia Rd., reference a reported stolen vehicle tracked on GPS in this general area. Deputies checked and were unable to locate.
 -Nov. 28th, 44000 block of E. Hamilton St., deputies assisted EMS on a medical call.
 -Dec. 1st, 13000 block of Quarry Rd., reference a delinquent juvenile complaint.
 -Dec. 3rd, 44000 block of RT. 511, reference a domestic dispute.
 -Dec. 4th, 45000 block of Butternut Ridge Rd., reference a fraud complaint.
 -Dec. 5th, 44000 Oberlin Elyria Rd., reference a telephone harassment complaint.

John Honoshofsky: -Checking roads daily, cleaning restrooms and Lodge coverage due to Jim Graham's absence.
 -Performing maintenance on lawnmowers
 -Will clean Hamilton and Parsons ditch when weather permits
 -Requesting SCT Safety Meetings to continue—6 meetings \$2,100/year
 -Reviewed engineering costs for Rafter A Ltd Parking Lot Expansion..\$19,840.00
Chairman Justin stated to use signs for overflow parking at this time, instead of expanding due to cost.
 -Reviewed quote for a new trailer from O'Reilly that will replace the 1987 trailer and will haul skid loader and/or mini-excavator. \$12,800 for 2023 and \$13,250 for 2024 model. ***Trustee Brubaker inquired how often is trailer used? Service Supervisor stated used for hauling equipment to Cemetery and for road ditches. Trustee Tyner requested additional quotes. Service Supervisor stated he tried but companies don't respond. Chairman Justin requested at least one additional quote.***
 -Requested purchase of adaptor plate for snow pusher to skid steer

Motion to Approve Bi-Monthly Safety Training Meetings

Motion was made by Scott Justin to approve Bi-Monthly (6 total) Safety Training Meetings from SCT Inc. in the amount not-to-exceed \$2,100.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-01-29

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

January 16, 2024

Motion to Approve Adapter Plate Purchase

Motion was made by Scott Justin to approve the purchase of an adapter plate from Polen Implement at a cost of \$1,650.00, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2024-01-30**

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

Motion to Approve Lorain County Piecemakers Rental Fee

Motion was made by Scott Justin to approve Lorain County Piecemakers 2025 Monthly Rental Fee of "The Lodge" at \$250.00 per month, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** **2024-01-31**

- Chairman Justin will call Don Romancek regarding Stormwater Management Grant Applications.*
- Trustees Certified ODOT Mileage @ 11.806 miles*

Motion to Approve Pond Maintenance Agreement

Motion was made by Patricia Brubaker to approve the Pond Maintenance Agreement with The Lake Doctors at a cost of \$7,031.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2024-01-32**

*-Chairman Justin was approached by Carlisle Township regarding Hale Road. They will be chipping/sealing their portion, wanted to know if NRT was interested in doing the same. **Trustees agree to move forward.***

-Fiscal Officer stated Lorain County Bicentennial Committee is providing a tree to each subdivision as a "memorial/celebration" tree. Trustees will need to determine placement in near future.

Motion to Enter into Executive Session

Motion was made by Scott Justin to enter into Executive Session at 7:17 pm for employee discussion and confidential matters with business to follow, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** **2024-01-33**

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

January 16, 2024

Motion to Adjourn Executive Session

Motion was made by Patricia Brubaker to adjourn Executive Session at 7:32 pm, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye.

MOTION CARRIED **2024-01-34**

Motion to Approve Time Clock Change

Motion was made by Scott Justin to approve requiring Full-time Employees clock-in and clock-out for daily lunch, effective immediately, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED **2024-01-35**

Motion to Adjourn

Motion was made by Scott Justin to adjourn meeting at 7:33 pm, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED **2024-01-36**

AFFIRMED by Scott Justin at February 6, 2024 Regular Meeting

ATTESTED by Lisa Akers at February 6, 2024 Regular Meeting

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

January 16, 2024

This Page Intentionally Left Blank