

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

February 6, 2024

Chairman, Scott Justin called the February 6, 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: James Griner, Edie Taylor, Bryan Plemons, John Honoshofsky, John Rokasy, Derek Wendt, Sue Gerhardinger, Rick & Pat Justin, Mike Streater, Dan Jarven

Motion to Approve January 16, 2024 Regular Meeting Minutes

Motion was made by Patricia Brubaker to approve the January 16, 2024 Regular Meeting Minutes, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** **2024-02-01**

FISCAL OFFICER'S REPORT

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

Motion to Approve Lorain County Metro Parks Splash Zone Membership

Motion was made by Scott Justin to approve the Lorain County Metro Parks Splash Zone Corporate Membership at a cost of \$5,000.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED **2024-02-02**

Motion to Approve Additional Flooring Cost

Motion was made by Patricia Brubaker to approve an additional \$1,725.00 to Highland Floors for additional cove base of "The Lodge" flooring update, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye.

MOTION CARRIED **2024-02-03**

Motion to Approve Warrants

Motion was made by Patricia Brubaker to approve Warrants totaling \$73,765.33, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye.

MOTION CARRIED **2024-02-04**

Motion to Approve Dump Truck Repair

Motion was made by Patricia Brubaker to approve Purchase Order #71-2024 to Great Lakes Towing and Repair at a cost of \$5,000.00 for dump truck repair, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye.

MOTION CARRIED **2024-02-05**

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Motion to Approve the 2024 Permanent Appropriations

Motion was made by Patricia Brubaker to approve the 2024 Permanent Appropriations in the amount of \$2,956,000.00, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye.

MOTION CARRIED

2024-02-06

2024 PERMANENT APPROPRIATIONS

1000 GENERAL FUND

110	Administrative Salary	\$	128,515.00	
110	Administrative Fringe Benefits	\$	222,500.00	
110	Administrative Program	\$	165,000.00	
120	"The Lodge" Salary	\$	25,000.00	
120	"The Lodge" Fringe Benefits	\$	3,870.00	
120	"The Lodge" Program	\$	169,000.00	
130	Zoning Salary	\$	30,000.00	
130	Zoning Fringe Benefits	\$	5,100.00	
130	Zoning Program	\$	9,500.00	
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	\$	7,000.00	
330	Highways Program	\$	173,500.00	
410	Cemetery Salary	\$	18,000.00	
410	Cemetery Fringe Benefits	\$	2,790.00	
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	\$	603,925.00	
820	Debt Service Program	\$	60,000.00	
930	Contingency Program	\$	-	
	Total General Fund			\$ 2,400,000.00

2011 MOTOR VEHICLE FUND

330	Highways Program	\$	15,000.00	
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2021 GASOLINE TAX FUND

330	Highways Program	\$	260,500.00	
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2031 ROAD & BRIDGE FUND

330	Highways Salary	\$	75,000.00	
330	Highways Fringe Benefits	\$	11,600.00	
330	Highways Program	\$	193,400.00	
	Total Road & Bridge Fund			\$ 280,000.00

9001 3% BD. OF BLDG. STANDARDS FEE

130	Zoning Program	\$	500.00	
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TOTAL APPROPRIATIONS ALL FUNDS **\$ 2,956,000.00**

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PUBLIC CONCERNS AND REQUESTS

Mike Streator—Oberlin Fire Department: -The County is preparing/planning for the upcoming Solar Eclipse on 4/8/2024. Emergency services are planning on large number of people descending on County due to path of eclipse. Findlay State Park and Fairground Campgrounds are sold-out. Oberlin Fire will have six (6) employees round the clock for staffing from Friday to Monday. NRT may want to consider 24 hour staffing to protect properties. Not aware of any large events in Oberlin area but that doesn't mean it won't happen. Rumors have been heard that farmers are renting out fields to campers for viewing. Oberlin Fire cannot rely on mutual aid from neighboring districts, they will be busy within their own district. Would like to use NRT facility for staging equipment if possible on 4/8/2024 and 4/9/2024 if needed.

Derek Wendt—Central LC Ambulance: -Billboards advertising Lorain County as prime place for viewing eclipse have been spotted. Preparing for large crowds and all three trucks will be staffed 24 hours. Would also like to stage ambulance on NRT property if possible.

Trustees all agreed to allow Oberlin Fire and Central LC Ambulance to use facility as staging area. Trustee Brubaker stated we may want to consider closing Park.

Sue Gerhardinger: -Checking on progress on questions from last meeting. Would like to request email for any progress happening at Landfill. Still can smell dump gas. ***Chairman Justin stated have to get opinion from Lorain County Prosecutor regarding purchase of air monitors with public funds. Trustee Tyner stated she spoke with LC Health Department and gas can travel underground and monitors underground could be a possibility.*** Mrs. Gerhardinger stated they are 1,004 feet from Landfill and they should have monitors for possible underground gas detection. Also, the lane is continually flooding and Republic Services never fixes correctly. ***Trustee Tyner stated Conditional Use should not be approved if not fixed. Zoning Inspector Jarven stated Republic Services stated they will correct once the weather improves.***

Rick Justin: -Would like Boards opinion on getting rid of stoplight on BNR crossing. Republic Services is not using road as originally stated, can light be changed to caution? ***Chairman Justin stated he agrees it should change to caution and will discuss with Republic at next quarterly meeting.***

STAFF REPORTS

James Griner: -Postcards mailed last week regarding ZBC Meeting regarding Map. GIS Map received from County and will be put on website. February 13, 2024 @ 6:30 pm will be Informational Meeting in Cedar West with Public Hearing in March.

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Eddie Taylor: -No report

Dan Jarven: -Issue 2—Ban or Allow Cannabis? Explained difference between banning or restricting and how it affects zoning. ***Trustee Brubaker stated she'll will be attending a class regarding issue at OTA Winter Conference in Columbus. Trustee Tyner stated she reviewed the Canvas Report from Board of Elections and voters approved Issue 2 by 100 votes or more and she has reservations about banning, she would like more facts.***

-Working with Service Supervisor regarding Cemetery foundations, need to decide concrete or grid. Will continue to discuss fixing leaning headstones, received quote will be approximately \$800.00 per headstone to correct. May want to consider hiring landscaping company to determine why there are so many dead shrubs and replacement recommendations.

Deputy Plemons: **Calls for Service**

- Dec 16th, 13000 block of Quarry Rd., deputies assisted EMS on a medical call.
- Dec. 18th, 44000 block of Oberlin Elyria Rd., deputies assisted the fire department with a car fire.
- Dec. 19th, 45000 block of Butternut Ridge Rd, deputies assisted with a combative patient. This subject was transported to the hospital for evaluation.
- Dec. 21st, 9000 block of Quarry Rd., deputies assisted EMS and FIRE for a car vs 4 wheeler accident.
- Dec. 23rd, 44000 block of Oberlin Elyria Rd., reference a child custody dispute.
- Dec. 26th, 44000 block of Butternut Ridge Rd., deputies came upon a suspicious vehicle parked half way up a driveway. The vehicle was from the landfill and they were in the area for a report of noxious fumes.
- Dec. 28th, 44000 block of Parsons Rd., reference a sex offense complaint.
- Dec. 29th, RT . 511/ Quarry Rd., deputies assisted w/ motor vehicle accident.
- Dec. 31st, 45000 block of Parsons Rd., reference another sex offense complaint.
- Jan. 2nd, Butternut Ridge Rd., at Oberlin Rd., reference a domestic violence complaint. A male party was almost struck after his girlfriend tried to run him over with her car, then fled the scene. The male, who had injuries but refused treatment, signed a complaint against his girlfriend.
- Jan. 6th, 10000 block of Pyle Rd., reference the female owner called to report (3) juvenile males were on her property, threatening to harm her son. Deputies responded and determined they had fled prior to our arrival. Deputies drove to Vermilion and warned the juvenile to stay away from the residence on Pyle Rd.

John Honoshofsky: -Salted/Plow

- One (1) funeral since last meeting
- Lodge Cleanup continues
- Clarify clocking out for lunch...only when leaving building or each day. ***Chairman Justin stated clock-in and out each day regardless if leaving building.***
- F550 is at Harrison Ford, they have not looked at yet.
- Showed picture of West Hamilton Street trees being removed. ***Chairman Justin stated he is aware of issue and keep monitoring.***

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- John Honoshofsky:** -Reviewed quotes for new trailer: -Pine View—\$12,500.00, O'Reilly—\$12,800.00/\$13,250.00, Wellington Implement—\$18,200.00
Trustee Tyner inquired if there is an inventory list of equipment and replacement schedule? Trustee Brubaker stated this is not on list to be replaced. Trustee Brubaker also inquired what is the issue with the 1987 trailer this is replacing. John Honoshofsky stated the '87 has a steep incline and issue with equipment sliding. New trailer is lower to ground and tilts for better and safer loading.
- Would like to purchase LED battery packs from Kleem Inc for stop signs at a cost of \$1,381.26. *FO stated NOPEC Grant monies may be used.*
 - Reviewed Sattelight quote for repair of light pole in Parking Lot for insurance.
 - Reviewed estimates from Sattelight and Turnbull Plumbing to change restroom sensor faucets to GFCI in Adm Building.
 - Reviewed quotes from Barber Construction (\$19,000.00) and Sattelight (\$3,312.18) to finish insulating Service Complex. ***Trustees to consider possibly next year.***
 - Leaking sink in Cedar East bar will be fix by end-of-week.

Motion to Approve Purchase of Trailer

Motion was made by Scott Justin to approve the purchase of a 2024 Moritz International Trailer from Pine View Trailer Ltd at a cost of \$12,500.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-02-07

Motion to Approve Purchase of Replacement LED Battery Packs

Motion was made by Patricia Brubaker to approve the purchase of replacement LED Battery Packs for solar Stop Signs from Kleem Inc. at a cost not-to-exceed \$1,400.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-02-08

Motion to Approve Administrative Complex Faucet Replacements

Motion was made by Patricia Brubaker to approve the Administrative Complex Faucet Replacements at a cost not-to-exceed \$3,200.00 from Turnbull Plumbing (\$655.00) and Sattlight Electric Inc. (\$2,467.38). ***Motion not carried due to lack of second, Motion disregarded.***

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

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Motion to Approve 2025 Quilt Show Rental Fee

Motion was made by Patricia Brubaker to approve the 2025 Quilt Show Rental Fee for Lorain County Piecemakers at \$550.00 per day, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye.

MOTION CARRIED

2024-02-09

Motion to Approve Special Meeting

Motion was made by Scott Justin to approve a Special Meeting on February 17, 2024 at 8:00 am to conduct Employee Reviews, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-02-10

Motion to Approve Disposition of Property

Motion was made by Scott Justin to approve the Disposition of Property of one (1) Banquet Chair, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-02-11

Chairman Justin stated he spoke to Carlisle Township regarding chipping/sealing of Hale Road. Carlisle stated they would level our side if we would help rake and traffic control. Chairman Justin will sign-up with County for Chip/Seal Program.

Motion to Enter into Executive Session

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

MOTION CARRIED

2024-02-12

Motion to Adjourn Executive Session

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

MOTION CARRIED

2024-02-13

Trustee Tyner stated she would attend the March 28, 2024 Lorain County Health Advisory Meeting.

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

2024-02-14

AFFIRMED by Scott Justin at February 20, 2024 Regular Meeting

ATTESTED by Lisa Akers at February 20, 2024 Regular Meeting