

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

February 20, 2024

Chairman, Scott Justin called the February 20, 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: David Stief, Dan Jarven, Jason Hawk, Jim Griner, Bryan Plemons, Rich Resendez, John Rokasy, John Knipper, Margie Flood, Ross Mateer, Sue Gerhardinger, Rick & Pat Justin, Kathy Spencer, Diane Jackson

Motion to Approve February 6, 2024 Regular Meeting Minutes

Motion was made by Patricia Brubaker to approve the February 6, 2024 Regular Meeting Minutes, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** **2024-02-18**

Motion to Approve February 17, 2024 Special Meeting Minutes

Motion was made by Patricia Brubaker to approve the February 17, 2024 Special Meeting Minutes, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** **2024-02-19**

FISCAL OFFICER'S REPORT

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

Motion to Approve Additional Dump Truck Repair

Motion was made by Scott Justin to approve additional dump truck repair from Great Lakes Towing and Repair on PO #71-2024 in the amount of \$514.34, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** **2024-02-20**

Motion to Approve Warrants

Motion was made by Patricia Brubaker to approve Warrants totaling \$62,970.44, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** **2024-02-21**

Motion to Approve Additional Warrant

Motion was made by Patricia Brubaker to approve an additional Warrant to Oberlin Cabinet Company in the amount of \$600.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2024-02-22**

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PUBLIC CONCERNS AND REQUESTS

Jason Hawk—Oberlin Community Services: -Reviewed various programs Oberlin Community Services offers. Spoke of two different families from NRT that has utilized services since Fall of 2023. First family needed help due to job lost, emergency relief was given to help with mortgage payment. This family continues to use the food pantry and participated in Holiday Helping Hands. Second family needed help due to mounting medical bills, emergency relief was given also to help pay mortgage and they continue to visit food pantry as well. They are seeing a more diverse group of people in need and numbers are increasing. They have completely moved into new building that provides a larger food pantry and warehouse. They also are offering more services and partnering with other agencies. Tours are offered to public to view facility. Thanked NRT for past contribution and requested for that support to continue.

Motion to Approve 2024 Contribution

Motion was made by Patricia Brubaker to approve the 2024 Contribution to Oberlin Community Services in the amount of \$15,000.00, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** **2024-02-23**

Rich Resendez-Candidate for Lorain County Sheriff: -On Democratic Ballot in March Election for Lorain County Sheriff, asking for support. Brownhelm Township Resident, 26 years of experience with Lorain Police Department, Captain at Sheriffs Office for 8 years, Lorain County Jail for 1 1/2 years and currently Chief of Operations for Lorain County Prosecutor JD Tomlinson. Platform is based on experience and has been endorsed by Deputies Association.

John Knipper: Inquired about new Zoning Map and when it will be available. Jim Griner stated he had to submit changes to Lorain County Planning Commission within 5 days and wait for their response.

Motion to Enter into Executive Session

Motion was made by Scott Justin to enter into Executive Session at 6:23 pm for employment discussion with business to follow, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** **2024-02-24**

Motion to Adjourn Executive Session

Motion was made by Patricia Brubaker to adjourn Executive Session at 6:39 pm, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye.

MOTION CARRIED **2024-02-25**

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STAFF REPORTS

- Ross Mateer:** -Organizational Meeting for BZA will be 2/27/2024 @ 6:30 pm with Variance Request Hearing immediately following.
- James Griner:** -BZA Members and Residents attended ZBC Meeting and Information Session regarding Zoning Map. Explained to residents how decisions were made and listened to input from residents. Will be having an extra ZBC Meeting after BZA Meeting on 2/27/2024 for further discussion. March 12, 2024 will be the Public Hearing.
- Dan Jarven:** -Following-up on direction from Trustees regarding Issue 2 Cannabis. Zoning Inspector recommendation is to ban in Township. Trustees will discuss further.
 -Reviewed estimate from Ohio Headstone to repair over 30 leaning monuments, \$300-\$400 each to repair. Further discussion will be needed.

Bryan Plemons: Calls for Service

- Jan 8th, 11000 block of Quarry Rd., reference a fraud complaint.
- Jan. 8th, 43000 block of Oberlin Elyria Rd., reference a stolen vehicle complaint.
- Jan. 12th, 13000 block of West Rd., deputies assisted EMS on a medical call.
- Jan. 16th, 43000 block of Oberlin Elyria Rd., reference an unwanted ex-employee. The subject had left prior to deputies arrival.
- Jan. 19th, 13000 block of Quarry Rd., deputies assisted EMS on a medical call.
- Jan. 24th, Deputies located the rear gates to the landfill standing open after closing time. Deputies closed the gates and notified the landfill manager.
- Jan. 25th, 48000 block of RT. 113, deputies assisted EMS with a medical call.

John Honoshofsky Report read by Chairman Justin:

- One funeral since last meeting
- Plowing/Salting continue
- New door seals installed at "The Lodge"

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

Motion to Approve Microphone Malfunction Rental Refund

Motion was made by Scott Justin to approve a \$300.00 rental refund to Midview Touch-down Club due to microphone malfunction during recent rental, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2024-02-26

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-Reviewed Generator Systems Remote Fuel Monitoring Estimate, will discuss further with Service Supervisor.

-Reviewed Emerge quote for on-line permit application and credit card software. ***Trustee Tyner inquired if any additional charges for maintaining. FO will check with Emerge.***

Motion to Appoint Zoning Board Terms

Motion was made by Scott Justin to appoint the following:

Zoning Board of Commission

Jina Jordan	Term Expiring 1/31/2029
Kimberly Guelker—Alternate	Term Expiring 1/31/2025
Gary Szuch—Alternate	Term Expiring 1/31/2025

Zoning Board of Appeals

Lester Allen	Term Expiring 1/31/2029
John Cannon—Alternate	Term Expiring 1/31/2025
Travis Tyson—Alternate	Term Expiring 1/31/2025

seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED**2024-02-27**

-Trustee Tyner suggested we allow a organization to monitor Park during the 4/8/2024 Eclipse, allowing organization to collect a fee in exchange for monitoring of grounds. Trustee Brubaker stated Lorain County Prosecutor's Office would need consulted before that would be allowed. Trustee Brubaker stated she's in favor of blocking off Park completely to visitors. Deputy Plemons suggested closing Park @ night and opening during daytime hours only. Additional discussion will be needed at next meeting.

Motion to Adjourn

Motion was made by Patricia Brubaker to adjourn meeting at 7:00 pm, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye.

MOTION CARRIED**2024-02-28****AFFIRMED by Scott Justin at March 5, 2024 Regular Meeting****ATTESTED by Lisa Akers at March 5, 2024 Regular Meeting**