# HELD March 19, 2024

Chairman, Scott Justin called the March 19, 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, Dan Jarven, Edie Taylor, Zach Ursem, Rick & Pat Justin, Rich Frederickson, Bryan Plemons

#### Motion to Approve March 5, 2024 Regular Meeting Minutes

Motion was made by Patricia Brubaker to approve the March 5, 2024 Regular Meeting Minutes, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner aye; Scott Justin—aye. **MOTION CARRIED** <u>2024-03-13</u>

# 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 \$46,104.59, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** <u>2024-03-14</u>

#### PUBLIC CONCERNS AND REQUESTS-n/a

Note: Bryce Johnson, OCS Athletic Director not in attendance, request will be addressed under Trustee Business

## STAFF REPORTS

**Edie Taylor:** -No Report

**Dan Jarven:** -Has decision been made on Resolution to Prohibit Adult-Use Cannabis Operators and Marijuana Cultivators?

#### Motion to Approve Resolution to Prohibit Cannabis

Motion was made by Patricia Brubaker to approve Resolution to Prohibit Adult-Use Cannabis Operators and Medical Marijuana Cultivators, Processors and Retail Dispensaries within the Unincorporated Area of New Russia Township, Lorain County, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—nay. MOTION CARRIED 2024-03-15

4481

(See Board Referral File)

#### HELD

# March 19, 2024

# Chairman Justin noted that Deputy Plemons is currently on a call and will arrive shortly.

John Honoshofsky: -Salted roads, fixed culvert, fixed lights in "The Lodge"

-Tree removal on West Hamilton Street

-Requesting tractor repair from Polen Implement for air conditioning and lights -Requesting Cleaning of outdoor restrooms in Park and Adm Property from Erie Janitorial from April till Thanksgiving at \$1,470.00 per month

-Reviewed Engineering Estimate for Hale Road in conjunction with Lorain County Engineer Chip and Seal Program and Carlisle Township..cost \$13,465.00 -Cemetery footer ideas for headstone

-Rich Frederickson from Rafter A Ltd discussed continuous concrete pads for headstone to be placed. Rich stated that pads will be 12" thick with rebar. Reviewed aerial maps indicating location of pads, marker numbers will be placed in concrete for easier location of grave. Rich had a contractor estimate price for Section 1 which estimated at \$135,000.00. Landscape will change but this will help with stability of headstones in the future. If Trustees have further questions please address Rich at their convenience.

# Motion to Approve Tractor Repair

Motion was made by Patricia Brubaker to approve tractor repair from Polen Implement, at a cost not-to-exceed \$3,500.00, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** <u>2024-03-16</u>

## Motion to Approve Outdoor Restroom Cleaning

Motion was made by Scott Justin to approve the daily cleaning of the outdoor restrooms located at the Park and Administrative Complex (April thru Thanksgiving) from Erie Janitorial at a cost of \$1,470.00 monthly, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** <u>2024-03-17</u>

# Motion to Approve Chip/Seal of Hale Road

Motion was made by Patricia Brubaker to approve Chip and Sealing of Hale Road from Lorain County Engineer at a cost of \$13,465.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** <u>2024-03-18</u>

# TRUSTESS BUSINESS

Correspondence were reviewed and found in order.

# March 19, 2024

#### Motion to Approve Dearborn Life Insurance Provider

HELD

Motion was made by Patricia Brubaker to approve Dearborn Life Insurance as provider of employee life insurance coverage at no cost increase, effective 7/01/2024, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** <u>2024-03-19</u>

#### Motion to Approve Resolution to Participate in Countywide Chip and Seal Program

Motion was made by Scott Justin to approve Resolution to Participate in Lorain County Engineer Countywide Chip and Seal Program for Hale Road, seconded Patricia Brubaker. RCV: Scott Justin –aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIÉD

<u>2024-03-20</u>

#### Chairman Justin stated he was contacted by Bryce Johnson, Oberlin City Schools Athletic Director, he inquired if the tennis team could use NRT's tennis courts for a few practices and one or two home matches?

#### Motion to Approve Oberlin City Schools Use of Tennis Courts

Motion was made by Scott Justin to approve Oberlin City Schools use of Tennis Courts for practice and matches, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED** <u>2024-03-21</u>

#### Deputy Plemons: Calls for Service

- -FEB 21<sup>ST</sup>, DEPUTIES RESPONDED TO A GRASS FIRE OFF RT 20, EAST OF HALE RD. OBERLIN FIRE RESPONDED AND DETERMINED A RESIDENT ON HALE ROAD HAD DUMPED HOT COALS IN A BURN PIT WHICH IGNITED DRY GRASS NEAR THE ON RAMP.
- -FEB. 22<sup>ND</sup>, 44000 BLOCK OF E HAMILTON ST., DEPUTIES ASSISTED EMS ON A MEDICAL CALL.
- -FEB. 23<sup>RD</sup>, 12000 BLOCK OF RT 58, REFERENCE A CUSTOMER SCREAMING INSIDE A BATHROOM. DEPUTIES RESPONDED AND DETERMINED THE CUSTOMER WAS NO LONGER AT THE BUSINESS.
- -FEB. 24<sup>TH</sup>, 44000 BLOCK OF RT 511, REFERENCE A BAG OF TRASH ALONG THE ROAD WAY, WHICH APPEARED TO HAVE FALLEN OFF A GARBAGE TRUCK.
- -FEB. 29<sup>TH</sup>, VANDALISM COMPLAINT AT THE NEW RUSSIA TWP PARK PRESERVE. AN ADULT MALE FROM OBERLIN WAS IDENTIFIED AND CHARGES ARE PENDING.

-Trustee Brubaker addressed Rick Justin in audience and stated he made an incorrect statement at the last Board Meeting in which he said the Lorain County Prosecutor cannot represent the Zoning Boards. Trustee Brubaker contacted Lorain County Prosecutor and in which they provided Section 309.09 of the Ohio Revised Code that stated otherwise. Trustee Brubaker read a portion of the code to Mr. Justin and provided a copy. Trustee Tyner stated she knows where Mr. Justin received his information which was from the Ohio Attorney General.

#### HELD

# March 19, 2024

#### Motion to Enter into Executive Session

Motion was made by Scott Justin to enter into Executive Session for employment and confidential matter discussion at 6:37 pm, with business to follow, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

# MOTION CARRIED <u>2024-03-22</u>

#### Motion to Adjourn Executive Session

Motion was made by Patricia Brubaker to adjourn Executive Session at 7:25 pm, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye.

MOTION CARRIED

2024-03-23

#### Motion to Hire Part-time Service Employee

Motion was made by Patricia Brubaker to approve the hiring of Zachary Ursem as Part-time Service Employee at a rate of \$22.00/hour (Step 3/Part-time Service Employee Pay Scale), effective April 8, 2024, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** <u>2024-03-24</u>

#### Motion to Approve Pay Increase for David Lent

Motion was made by Scott Justin to approve David Lent's pay increase to \$22.50/hour (Step 4/ Part-time Service Employee Pay School), effective 3/24/2024, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

#### MOTION CARRIED <u>202</u>

2024-03-25

#### Motion to Enter into Executive Session

Motion was made by Patricia Brubaker to enter into Executive Session for employment discussion at 7:26 pm, with no business to follow, seconded by Michelle Tyner. RCV: Patricia Brubaker; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** <u>2024-03-26</u>

#### Motion to Adjourn Executive Session

Motion was made by Patricia Brubaker to adjourn Executive Session at 7:37 pm, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye.

MOTION CARRIED <u>2024-03-27</u>

Deputy Plemons stated he would be working overtime on 4/8/2024 Eclipse Day.

## Motion to Adjourn

Motion was made by Scott Justin to adjourn meeting at 7:39 pm, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

## **MOTÍON CARRIED**

2024-03-28

## AFFIRMED by Scott Justin at April 2, 2024 Regular Meeting

# ATTESTED by Lisa Akers at April 2, 2024 Regular Meeting