

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

April 16, 2024

Chairman, Scott Justin called the April 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: James Griner, Dan Jarven, John Honoshofsky, Bryan Plemons, Edie Taylor, John & Kathy Rokasy, Tom Shurr

Motion to Approve April 2, 2024 Regular Meeting Minutes

Motion was made by Patricia Brubaker to approve the April 2, 2024 Regular Meeting Minutes, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** 2024-04-10

FISCAL OFFICER'S REPORT

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

Motion to Approve Warrants

Motion was made by Scott Justin to approve Warrants totaling \$18,583.46, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** 2024-04-11

Motion to Enter into Executive Session

Motion was made by Scott Justin to enter into Executive Session at 6:04 pm for confidential matters with business to follow, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** 2024-04-12

Motion to Adjourn Executive Session

Motion was made by Patricia Brubaker to adjourn Executive Session at 7:14 pm, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** 2024-04-13

PUBLIC CONCENS AND REQUESTS

Tom Shurr: -Oberlin Road Resident lives across street from Cemetery. Spoke of issue at a meeting last year regarding Squires Ditch flooding, Trustees at the time stated they would possibly apply for grant money to correct, wondering out come of grant application. ***Chairman Justin stated the only grant money approved was for Cobb Ditch.*** Mr. Shurr worries about Squires Ditch and possible septic issues in the future due to excessive water. ***Trustee Brubaker stated they may apply for grant funding in the future for Squires Ditch.***

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STAFF REPORTS

- Jim Griner:** -Held Continuation of Public Hearing on 4/9/2024, Zoning Board of Commission voted to Approve Zoning Map Changes. Will email Trustees transcript and request on May 3, 2024 with planned formal request to Board at May 7, 2024 Regular Meeting.
- Edie Taylor:** -Still have 41 packs and 2 pouches of mosquito dunks for resident distribution. ***Trustees stated to distribute upon resident requests.***
- Dan Jarven:** -No report
- Deputy Plemons: Calls for Service**
- March 19th, 45000 block of Butternut Ridge Rd., deputies assisted the fire department w/a smoke alarm at a group home. It was a false alarm.
 - March 19th, 44000 block of Albrecht Rd., reference a theft complaint. A Fed Ex driver delivered a package which was soon stolen by an unknown male who appeared to be following the delivery truck.
 - March 19th, 12000 block of Rt. 58, reference a family dispute. Matter was resolved upon arrival of deputies.
 - March 22nd, 44000 block of Hallauer Rd., reference a fraud complaint. An unknown male called the homeowner, claiming to be a sheriff's department employee, instructing him to pay monies for outstanding warrants. The homeowner did not have warrants and did not pay BIT COIN and instead reported to the sheriff's office.
 - March 23rd, 9000 block of Rt. 58, deputies assisted w/motor vehicle accident.
 - March 25th, 12000 block of Quarry Rd., reference someone bribing them online and thru social media.
 - March 30th, 12000 block of Rt. 58, reference a theft complaint.
- John Honoshosky:** -Fertilizing and mowing has started.
- Roof Leak in "The Lodge" has been fixed by Janotta & Herner, also, bad caulking near front entrance of Office. Janotta & Herner offer a Preventative Maintenance Program for \$2,000 yearly. ***Trustee Brubaker requested program in writing before consideration.***
 - Do Trustee want flower pots displayed this year? ***Trustees agree as long as they are maintained properly.***
 - Oberlin College has verbally agreed to Herrick Ditch cleaning. First their attorney will draft agreement letter to proceed with cleaning. Have not heard from 2nd resident regarding cleaning, FO will send 2nd letter of request.
 - Harrison Ford should be complete F550 repair by next week.
 - Decision on Bicentennial donated tree location? ***Trustees decide in mound near Pergola.***
 - Request additional road close signs from Judco @ \$6,720. ***Trustees agree to 1/2 the order.***

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John Honoshofsky: -Request purchase from Wallguards (corner guards for Adm Complex and Lodge) \$2,927.35
 -Request rack for trailer to secure signage from Fabritech @ \$1,100.00
 -Add'l road paint requested from Lorain County Engineer @ \$1,420.00 which includes arrows, stops bars etc.
 -Reviewed two quotes for Playgrounds & Park landscape mulch from Mortons & Elite Material.

-Chairman Justin stated he does not like the idea of rows of concrete in Cemetery. Suggested John speak with Rafter A Ltd regarding specifications for a 2-3 ft footer compacted with 304 limestone. If larger stone, Monument Company would have to install concrete pad at buyer's expense. Trustee Brubaker stated she spoke with someone who suggested not to spray weed killer near monuments, the roots of the weeds die, causing cave-in...Trustee Brubaker is not sold on that idea though.

Motion to Approve Road Closure Signage

Motion was made by Scott Justin to approve the purchase of road closure signage and bases from Judco Inc at a cost of \$3,360.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-04-14

Motion to Approve Corner Guard Purchase

Motion was made by Patricia Brubaker to approve the purchase of corner guards for Administrative Complex and The Lodge from Wallguard.com at a cost of \$2,927.35, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-04-15

Motion to Approve Sign Rack Fabrication

Motion was made by Scott Justin to approve the fabrication and installation of a road signage rack in trailer from Fabritech at a cost of \$1,100.00, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2024-04-16

Motion to Approve Additional Road Painting

Motion was made by Scott Justin to approve additional road painting from Lorain County Engineer not-to-exceed \$1,420.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-04-17

Motion to Approve Mulch

Motion was made by Scott Justin to approve mulch in Playgrounds and portions of Park from Elite Material Blowing at a cost of \$23,800.00, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-04-18

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TRUSTEE BUSINESS

The Correspondence were reviewed and found in order.

-Fuel Monitoring System for Generator contacts will be: John Honoshofsky, Scott Justin, Patricia Brubaker, Michelle Tyner, Lisa Akers

Motion to Hire Part-time Service Employee

Motion was made by Scott Justin to hire Daniel Longwell as Part-time Service Employee at a rate of \$21.00/hour (Step 1, Part-time Scale) effective immediately, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-04-19

Motion to Approve Employee Job Transfer

Motion was made by Patricia Brubaker to approve transferring James Graham from Complex Maintenance Custodian to Part-time Service Employee at a rate of \$24.50 (Step 8, Part-time Scale) effective April 21, 2024, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED**

2024-04-20

Motion to Accept Resignation

Motion was made by Patricia Brubaker to accept the resignation of Jack Resar as Part-time Service Employee effective March 20, 2024, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye.

MOTION CARRIED

2024-04-21

Chairman Justin stated he spoke with County regarding Cobb Ditch cleaning, seven or eight property owners will not sign easement for work to begin. Chairman Justin will be contacting owners for discussion.

Trustee Tyner spoke with Lorain County Health Department regarding Safety Action Plan and the Bike Path South of Route 58 is deemed High Critical and North of Route 58 is deemed Critical.

Motion to Adjourn

Motion was made by Scott Justin to adjourn meeting at 7:56 pm, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-04-22

AFFIRMED by Scott Justin at May 7, 2024 Regular Meeting

ATTESTED by Lisa Akers at May 7, 2024 Regular Meeting