

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

September 17, 2024

Chairman, Scott Justin called the September 17, 2024 Regular Meeting to order at 6:00 pm, followed by the Pledge of Allegiance.

Trustees: Patricia Brubaker, Scott Justin, Michelle Tyner were present, as well as, Fiscal Officer, Lisa Akers. Staff and Public: Dan Jarven, John Honoshofsky, Edie Taylor, Jim Griner, Deputy Plemons, Ross Mateer, Diane Jackson

Motion to Approve September 3, 2024 Regular Meeting Minutes

Motion was made by Patricia Brubaker to approve the September 3, 2024 Regular Meeting Minutes, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** **2024-09-12**

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 \$30,568.04, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** **2024-09-13**

Motion to Acknowledge Certificate of Deposit Renewals

Motion was made by Patricia Brubaker to acknowledge renewal of two Certificate of Deposit at Northwest Bank for 12 months @ 4.40 APY, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2024-09-13A**

Fiscal Officer advised Trustees that a few members on the Board of Appeals has not completed Fraud Training due by the end-of-September.

Motion to Enter into Executive Session

Motion was made by Scott Justin to enter into Executive Session at 6:05 pm for possible litigation and personnel compensation discussion with business to follow, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** **2024-09-14**

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Motion to Adjourn

Motion was made by Scott Justin to adjourn Executive Session at 7:15 pm, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-09-15

PUBLIC CONCERNS AND REQUESTS

Diane Jackson: -Two weeks ago on a Sunday morning driving east on Russia Road near bike path, traveling at a speed of approximately 45 mph, she almost hit a couple on their bicycles who entered onto Russia Road without stopping. Mrs. Jackson is requesting flashing lights at that intersection. ***Trustees stated that area is in Carlisle Township and to possibly contact Metro Parks to voice concern.***

STAFF REPORTS

Ross Mateer: -Nothing new to report, other than Board completing Fraud Training.

Jim Griner: -Close to finishing procedure updates, will have ready for Organizational Meeting which may be moved till March of each year.

Eddie Taylor: -No Report

Dan Jarven: -Ed Skimm is finalizing zoning software for website. Language update is complete on website, please review.

Deputy Plemons: Calls for Service

- Aug. 5th, 13000 block of Hale Rd., reference a protection order violation complaint.
- Aug. 12th, 12000 block of RT. 58, reference a theft complaint.
- Aug. 17th, Deputies assisted a male in a wheelchair at the park preserve off Butternut Ridge Rd., who was stuck along the gravel pathway.
- Aug. 18th, 44000 block of RT.511, reference a property dispute complaint.
- Aug. 19th, 11000 block of RT. 58, reference an abandoned boat and camper/ trailer, which were later towed away.
- Aug. 19th, 12000 block of RT. 58, reference a life alert distress call made by an elderly person. Deputies along with EMS checked the area and were unable to locate any emergencies. Deputies later made contact with the elderly person, who lives in Cleveland Heights, who was fine and may have pressed the button by accident while passing thru the area.
- Aug. 19th, 13000 block of Quarry Rd., deputies assisted EMS w/a patient.
- Aug. 23rd, 47000 block of RT. 511, reference a theft complaint.
- Aug. 24th, 12000 block of Pyle Rd., reference a mentally ill individual who was later transported to the hospital for evaluation.
- Aug. 27th, 10000 block of RT. 58, reference a harassment complaint.

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John Honoshofsky: -Chipped brush, Cemetery landscape repair continues, mowed road ditches
 -Working on BNR ditch cleaning and large trees need removed, Edward's Tree Service can start Thursday at a cost of \$9,000.00
 -Request Rafter A Ltd stake ditch Friday at a cost of \$929.50
 -Request Kelling Equipment repair oil leak in hydraulic motor on Diamond Mower at a cost of \$3,010.26. ***Chairman Justin requested Service Supervisor to check pressure and flow with Polen Implement first.***

Motion to Approve Tree/Stump Removal

Motion was made by Scott Justin to approve Tree and Stump Removal from Edward's Tree Service at a cost of \$9,000.00, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2024-09-16

Motion to Approve Ditch Staking on BNR

Motion was made by Scott Justin to approve Rafter A Ltd to stake BNR ditch at a cost of \$929.50, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-09-17

Trustee Tyner inquired if Dan Jarven reviewed information regarding Cemetery foundation that she sent? Dan Jarven responded it is the same grid system that was looked at previously that was determined not to be beneficial. Chairman Justin stated Rafter A Ltd is working on foundation specifications.

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

- Driveway Permit Application was given to Service Supervisor for install.
- Trustee Tyner will review and submit OTARMA Cyber Disaster Recovery Plan
- Chairman Justin will contact Columbia Gas regarding request for input on Parsons Road Project.
- Trustees approve Fountain Storage by The Lake Doctors, but does not want Polar Blend Application option.
- Chairman Justin will contact American Tower regarding Lease Option request and to question why new monthly installment is less than installment currently receiving.
- Fiscal Officer advised Board, she has applied for nrt.org domain request thru get.gov and is awaiting response. New domain will be used in conjunction with new emails and Microsoft 365. If not approved we will have to use current website domain of newrussiatownship-oh.gov.

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Motion to Adjourn

Motion was made by Scott Justin to adjourn meeting at 7:34 pm, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye.

MOTION CARRIED

2024-09-18

AFFIRMED by Scott Justin at October 1, 2024 Regular Meeting

ATTESTED by Lisa Akers at October 1, 2024 Regular Meeting