

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee Regular Meeting

HELD

December 3, 2024

Co-Chairperson, Patricia Brubaker called the December 3, 2024 Regular Meeting to order at 6:00 pm, followed by the Pledge of Allegiance.

Trustees: Patricia Brubaker, Michelle Tyner were present, as well as, Fiscal Officer, Lisa Akers. Chairman Scott Justin was absent. Staff and Public: James Griner, John Honoshofsky, Bryan Plemons, Brian Holmes, Edie Taylor, Sue Gerhardinger, Ross Mateer, Diane Jackson

Motion to Approve November 19, 2024 Regular Meeting Minutes

Motion was made by Michelle Tyner to approve the November 19, 2024 Regular Meeting Minutes, seconded by Patricia Brubaker. RCV: Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2024-12-01

FISCAL OFFICER'S REPORT

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

Motion to Approve Warrants

Motion was made by Michelle Tyner to approve Warrants totaling \$12,681.49, seconded by Patricia Brubaker. RCV: Michelle Tyner—aye, Patricia Brubaker—aye.

MOTION CARRIED

2024-12-02

-Fiscal Officer informed Trustees Lorain County Prosecutor's Office revised the completion date for reviewing of the Employee Manual to December 13, 2024.

-Fiscal Officer stated she has a meeting with ES Consulting on December 9, 2024 regarding Office 365 and should have a progress update thereafter.

PUBLIC CONCERNS AND REQUESTS—n/a

STAFF REPORTS

Ross Mateer: -Held Regular Meeting and Variance Meeting last week.

Jim Griner: -Procedure update continues

Edie Taylor: -Dropped requested items to Goodwill

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Deputy Plemons: Calls for Service

- Oct. 29th, 44000 block of Russia Rd., reference a family disturbance.
- Nov. 2nd, 44000 block of E. Hamilton St., reference suspicious conditions.
- Nov. 8th, 45000 block of Butternut Ridge Rd., reference a disturbance.
- Nov. 9th, 43000 block of Oberlin Elyria Rd., reference a disturbance.
- Nov. 12th, 13000 block of Hale Rd., reference a neighbor dispute.
- Nov. 14th, 43000 block of Parsons Rd., reference a vehicle that crashed into several cars in a yard, then into a garage.
- Nov. 15th, 14000 block of West Rd., reference an unwanted person. Deputies transported this male, who had a learning disability, back to his home in the City of Oberlin.
- Nov. 17th, 45000 Butternut Ridge Rd., reference a family disturbance.
- Nov. 19th, 44000 block of Russia Rd., reference a fraud complaint.
- Nov. 20th, 45000 block of Sumner St., deputies assisted EMS on a medical call.

Deputy Plemons introduced Deputy Brian Holmes as his replacement while on leave.

- John Honoshofsky:**
- One funeral, daily road checks, equipment servicing continues
 - Red light is working at BNR Crossing, part is on order for additional needed repair
 - Would Trustees like tennis nets down at Park.... ***Trustee responded "Yes"***
 - Reviewed DWA Recreation Quote for new Sunscreen with concrete pad for Pavilion 3 Playground.... ***Trustee Tyner would like additional quote, Trustee Brubaker stated possible Spring Project and agreed with additional quote.***
 - Reviewed Lake Doctors Quotes for new Aeration System (\$5,999.95) for Park Pond and new fountains in Park Pond (\$12,788.75) and Cemetery Pond (\$11,706.45). ***Trustee Tyner questioned if fountains are needed and Trustee Brubaker would like to discuss at next meeting when Chairman Justin is present.***

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

Motion to Approve Disposition of Property Resolution

Motion was made by Michelle Tyner to approve the Disposition of Property Resolution of the following: (8) Banquet Chairs, (1) Salt Spreader, (6) AASTRA Phones, seconded by Patricia Brubaker. RCV: Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2024-12-03

Motion to Approve 2025 Contract for Wastewater Treatment Plant Operations

Motion was made by Michelle Tyner to approve the 2025 Contract Between Tracey Weller and NRT for Contracted Wastewater Treatment Plant Operations of New Russia Township Hall & Complex, seconded by Patricia Brubaker. RCV: Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2024-12-04

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Motion to Approve Amendment to Sewer Service Agreement

Motion was made by Michelle Tyner to approve the Amendment with City of Lorain to the "Sewer Service Agreement By and Between the City of Lorain and the County of Lorain for the Lorain County 104 Sanitary Sewer Service Area", seconded by Patricia Brubaker. RCV: Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2024-12-05

Motion to Approve Multi-Function Printer Lease

Motion was made by Michelle Tyner to approve the 63 Month Lease Program with Comdoc for the Xerox AltaLinkC8245 @ \$383.92 per month plus overage when applicable, seconded by Patricia Brubaker. RCV: Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2024-12-06

Trustee Tyner inquired if anyone responded to Kellie Deeter's Landfill Complaint. Trustee Brubaker stated the complaint originated from a City of Oberlin Resident and that the Zoning Inspector responded to her and also gave her Trustees contact information.

Motion to Adjourn

Motion was made by Michelle Tyner to adjourn meeting at 6:22 pm, seconded by Patricia Brubaker. RCV: Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2024-12-07

AFFIRMED by Scott Justin at December 17, 2024 Regular Meeting

ATTESTED by Lisa Akers at December 17, 2024 Regular Meeting

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