

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee 2021 Organizational Meeting

HELD

December 31, 2020

Fiscal Officer, Lisa Akers called the 2021 Organizational Meeting to order on December 31, 2020 at 7:41 am, followed by the Pledge of Allegiance.

Trustees: Andrew Gulish, Jack Hoyt, Patricia Brubaker were present, as well as Fiscal Officer, Lisa Akers. Staff and Public: Bryan Plemons, Edie Taylor

*-Lisa Akers, Fiscal Officer asked for nominations from Board for 2021 Board Chairperson
 -Patricia Brubaker nominated **Andrew Gulish** as Board Chairperson for the 2021 Calendar Year.*

Motion to Elect 2021 Chairperson

Motion was made by Patricia Brubaker to elect Andrew Gulish as the 2021 Chairperson of the Board of Trustees, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye. **MOTION CARRIED** **2020-12-20**

*-Lisa Akers, Fiscal Officer asked for nominations from Board for 2021 Vice-Chairperson
 -Jack Hoyt nominated Patricia Brubaker as Vice-Chairperson for the 2021 Calendar Year.*

Motion to Elect 2021 Vice Chairperson

Motion was made by Jack Hoyt to elect Patricia Brubaker as 2021 Vice Chairperson of the Board of Trustees, seconded by Andrew Gulish. RCV: Jack Hoyt—aye; Andrew Gulish—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2020-12-21**

Chairman Gulish assumed duties at this time.

Motion to Establish Meeting Schedule

Motion was made by Patricia Brubaker to establish meeting schedule as the first and third Tuesday of each month 7:30 pm at the Administrative Building, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

MOTION CARRIED **2020-12-22**

Motion to Approve Confirmation of 2020 Resolutions

Motion was made by Patricia Brubaker to approve the confirmation of the following 2020 Resolutions:

1. Pay 2021 Trustees/Fiscal Officer at Maximum Level as provided by ORC 505.24 and 507.09.
2. Temporary Appropriations
3. Provide Health Benefits per ORC 505.60 through 505.603

seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye; . **MOTION CARRIED** **2020-12-23**

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Motion to Authorize Payment for Travel Expenses

Motion was made by Patricia Brubaker to authorize payment for travel and expenses for seminars and township business for 2021, mileage to be paid at federal allowed rate per mile, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

MOTION CARRIED **2020-12-24**

Motion to Establish Purchasing Authority and Limits

Motion was made by Patricia Brubaker to establish purchasing authority and limits without pre-authorization by the Board of Trustees as follows:

Trustees—\$1500.00; Fiscal Officer—\$1500.00; Supervisor—\$1500.00; Complex Custodian—\$500.00
 seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

MOTION CARRIED **2020-12-25**

Motion to Establish Fiscal Officer Authority

Motion was made by Patricia Brubaker to establish the following Fiscal Officer Authority:

- Make Supplemental Appropriations as needed to conduct Township Business
- Execute wire transfers to and from investment accounts as needed to conduct Township business

seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

MOTION CARRIED **2020-12-26**

Motion to Appoint Central LC Ambulance District Representative

Motion was made by Jack Hoyt to appoint Patricia Brubaker as representative of NRT to the Central LC Ambulance District, seconded by Andrew Gulish. RCV: Jack Hoyt—aye; Andrew Gulish—aye; Patricia Brubaker—aye.

MOTION CARRIED **2020-12-27**

Motion to Appoint Zoning Inspector

Motion was made by Jack Hoyt to appoint Daniel Jarven as Zoning Inspector of NRT, seconded by Patricia Brubaker—aye. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye.

MOTION CARRIED **2020-12-28**

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Motion to Appoint Fire Prevention Officers

Motion was made by Jack Hoyt to appoint the following Fire Prevention Officers:

1. Oberlin—Fire Chief of respective service area
2. South Amherst—Fire Chief of respective service area

seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2020-12-29**

Motion to Maintain Current Rental Rates

Motion was made by Jack Hoyt to maintain current rental rates for 2021, 2022 Calendar Years, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2020-12-30**

Motion to Maintain Current Zoning Fee Schedule

Motion was made by Jack Hoyt to maintain current Zoning Fee Schedule for 2021 Calendar Year, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2020-12-31**

Motion to Set Dumpster Dates and Times

Motion was made by Jack Hoyt to set the following Dumpster Dates (time same as 2020):

April 16,17,18	June 18,19,20	September 17,18,19
May 14,15,16	July 16,17,18	October 15,16,17

seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2020-12-32**

Motion to Confirm Pride Day

Motion was made by Jack Hoyt to confirm Pride Day as Saturday, May 15, 2021 from 10 am—2 pm, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2020-12-33**

Motion to Appoint Representative to Lorain County Rural Water Board

Motion was made by Jack Hoyt to appoint Patricia Brubaker as Representative to Lorain County Rural Water Board, seconded by Andrew Gulish. RCV: Jack Hoyt—aye; Andrew Gulish—aye; Patricia Brubaker—aye.

MOTION CARRIED **2020-12-34**

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Motion to Appoint Personal Information Designee

Motion was made by Jack Hoyt to appoint Lisa Akers, Fiscal Officer as NRT Personal Information Designee, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2020-12-35**

Motion to Approve Employee Cell Phone Reimbursement

Motion was made by Jack Hoyt to approve Employee Cell Phone Reimbursement @ \$50.00/month for designated employees; seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish.

MOTION CARRIED **2020-12-36****Motion to Approve Furnish Uniforms**

Motion was made by Patricia Brubaker to approve furnishing uniforms from uniform company for full-time staff beginning March 1, 2021, seconded Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye. **MOTION CARRIED** **2020-12-37**

Motion to Approve Continuation of Govdeals to Dispose of Township Property

Motion was made by Jack Hoyt to approve continued use of Govdeals to dispose of Township Property, seconded by Patricia Brubaker. RCV: Jack Hoyt—aye; Patricia Brubaker—aye; Andrew Gulish—aye. **MOTION CARRIED** **2020-12-38**

Motion to Confirm Blanket Certificate Purchase Order Limit

Motion was made by Patricia Brubaker to confirm Blanket Certificate Purchase Order limit @ \$5,000.00 as originally approved 3/20/2018, Motion #2018-03-10, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish—aye.

MOTION CARRIED **2020-12-39*****Additional Concerns:***

Zoning Board Vacancy—Discussed Term Expirations

Employee Evaluations—will set date 1/4/2021 Regular Meeting

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Motion to Adjourn

Motion was made by Patricia Brubaker to adjourn meeting at 8:01 am, seconded by Jack Hoyt. RCV: Patricia Brubaker—aye; Jack Hoyt—aye; Andrew Gulish.

MOTION CARRIED

2020-12-40

AFFIRMED by Andrew Gulish at 01.05.2021 Regular Meeting

ATTESTED by Lisa Akers at 01.05.2021 Regular Meeting

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