

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee 2023 Organizational Meeting

HELD

December 30, 2022

Fiscal Officer, Lisa Akers, called the 2023 Organizational Meeting to order on December 30, 2022 @ 5:18 pm, followed by the Pledge of Allegiance.

Trustees: Patricia Brubaker, Andrew Gulish and Scott Justin were present, as well as Fiscal Officer, Lisa Akers. Staff and Public: Edie Taylor, Dan Jarven

*-Fiscal Officer, Lisa Akers, asked for nominations from Board for 2023 Board Chairman
 -Patricia Brubaker nominated **Scott Justin** as Board Chairman for the 2023 Calendar Year.*

Motion to Elect 2023 Chairman

Motion was made by Patricia Brubaker to elect Scott Justin as the 2023 Chairman of the Board of Trustees, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye. **MOTION CARRIED** **2022-12-38**

*-Fiscal Officer, Lisa Akers, asked for nominations from Board for 2023 Vice-Chairperson
 -Scott Justin nominated Patricia Brubaker as Vice-Chairperson for the 2023 Calendar Year.*

Motion to Elect 2023 Vice Chairperson

Motion was made by Scott Justin to elect Patricia Brubaker as 2023 Vice Chairperson of the Board of Trustees, seconded by Andrew Gulish. RCV: Scott Justin—aye; Andrew Gulish—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2022-12-39**

Chairman Justin 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 6:00 pm at the Administrative Building, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye. **MOTION CARRIED** **2022-12-40**

Motion to Approve Confirmation of 2022 Resolutions

Motion was made by Patricia Brubaker to approve the confirmation of the following Resolutions for 2023:

1. Pay 2023 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 Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye. **MOTION CARRIED** **2022-12-41**

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee 2023 Organizational Meeting

HELD

December 30, 2022

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 2023, mileage to be paid at federal allowed rate per mile, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.
MOTION CARRIED **2022-12-42**

Motion to Establish Purchasing Authority and Limits

Motion was made by Andrew Gulish 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 Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye.
MOTION CARRIED **2022-12-43**

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 Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.
MOTION CARRIED **2022-12-44**

Motion to Appoint Central LC Ambulance District Representative

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

MOTION CARRIED **2022-12-45**

Motion to Appoint Zoning Inspector

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

MOTION CARRIED **2022-12-46**

Motion to Appoint Fire Prevention Officers

Motion was made by Patricia Brubaker 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 Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.
MOTION CARRIED **2022-12-47**

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee 2023 Organizational Meeting

HELD

December 30, 2022

Motion to Approve Rental Rates

Motion was made by Patricia Brubaker to approve rental rates for 2023, 2024, 2025 Calendar Years as presented, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2022-12-48

Motion to Approve Rental Contract

Motion was made by Patricia Brubaker to approve the Rental Contract as presented, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2022-12-49

Motion to Approve Zoning Fee Schedule

Motion was made by Patricia Brubaker to approve Zoning Fee Schedule for 2023 Calendar Year as presented by Zoning Inspector, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2022-12-50

Motion to Set Dumpster Dates and Times

Motion was made by Andrew Gulish to set the following Dumpster Dates (time remains same):

April 21,22,23	June 16,17,18	September 15,16,17
May 19,20,21	July 21,22,23	October 20,21,22

seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye.

MOTION CARRIED

2022-12-51

Motion to Confirm Pride Day

Motion was made by Patricia Brubaker to confirm Pride Day as Saturday, May 20, 2023 from 10 am—2 pm, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2022-12-52

Motion to Appoint Representative to Lorain County Rural Water Board

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

MOTION CARRIED

2022-12-53

Motion to Appoint Personal Information Designee

Motion was made by Patricia Brubaker to appoint Lisa Akers, Fiscal Officer as NRT Personal Information Designee, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED

2022-12-54

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee 2023 Organizational Meeting

HELD

December 30, 2022

Motion to Approve Employee Cell Phone Reimbursement

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

MOTION CARRIED**2022-12-55****Motion to Approve Furnishing of Uniforms**

Motion was made by Andrew Gulish to approve furnishing uniforms from designated uniform company for full-time staff for 2023, seconded Patricia Brubaker. RCV: Patricia Brubaker—aye; Scott Justin—aye; Andrew Gulish—aye.

MOTION CARRIED**2022-12-56****Motion to Approve Continuation of Govdeals to Dispose of Township Property**

Motion was made by Patricia Brubaker to approve continued use of Govdeals to dispose of Township Property, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED**2022-12-57****Motion to Confirm Blanket Certificate Purchase Order Limit**

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

MOTION CARRIED**2022-12-58****Motion to Appoint Representative to LORCO Board**

Motion was made by Andrew Gulish to appoint Scott Justin as representative from NRT to LORCO Board, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye.

MOTION CARRIED**2022-12-59****Motion to Approve Road Salt Protection Purchase**

Motion was made by Andrew Gulish to approve road salt protection purchase from Lorain County Engineer for the winter season, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye.

MOTION CARRIED**2022-12-60****Motion to Approve Special Meeting**

Motion was made by Patricia Brubaker to approve Special Meeting on Saturday, January 21, 2023 for Employee Evaluations at 8:00 am, seconded by Andrew Gulish. RCV: Patricia Brubaker—aye; Andrew Gulish—aye; Scott Justin—aye.

MOTION CARRIED**2022-12-61**

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee 2023 Organizational Meeting

HELD

December 30, 2022

Motion to Adjourn

Motion was made by Andrew Gulish to adjourn meeting at 5:46 pm, seconded by Patricia Brubaker. RCV: Andrew Gulish—aye; Patricia Brubaker—aye; Scott Justin—aye.

MOTION CARRIED

2022-12-62

AFFIRMED by Scott Justin at January 17, 2023 Regular Meeting

ATTESTED by Lisa Akers at January 17, 2023 Regular Meeting

RECORD OF PROCEEDINGS
Minutes of New Russia Township Trustee 2023 Organizational Meeting

HELD

December 30, 2022

THIS PAGE INTENTIONALLY LEFT BLANK