

## VILLAGE OF RUSSIA

### VILLAGE COUNCIL MINUTES March 10, 2026

The regular monthly meeting of the Village of Russia council was held Tuesday, March 10, 2026 at the Village Office, Russia, Ohio. The meeting was called to order at 7:00 p.m.

#### Council

Nicole Doseck  
Scott Armstrong  
Tony Bergman  
Jake Borchers, absent  
Brandon Simon, absent  
Alex Seger  
Mary Jo High, Mayor

#### Non-Members Present

Jared Goubeaux – Administrator  
Nick Selhorst – Choice One  
Engineering  
Chris Ellington – Solicitor  
Dee Kearns- Fiscal Officer

#### Community Members

### Regular Business

- The minutes of the February 11, 2026 regular meeting were read, and a motion was made by Armstrong and seconded by Doseck to approve the meeting minutes. All yeas, motion passed.
- A motion was made by Armstrong and seconded by Bergman to approve the bills as presented. All yeas, motion passed.
- A motion was made by Doseck and seconded by Seger to approve the financial reports for the previous month. All yeas, motion passed.

### Sheriff's Report

Sheriff's log was reviewed. No unusual activity was noted.

### Finance Report

- Investment Income
  - STAR Ohio – Balance \$3,811,839 – Income dividend \$11,077.31 (3.80%)
  - Osgood Bank – Balance \$1,061,606.02 Interest \$1,213.46
  - US Bank – Account closed
- Income Tax Receipts
  - Feb - \$82,646.15. Total 2026 receipts are up 9.16% over last year.
- Kearns reported that the audit for 2024 and 2025 is underway. We have been approved by the state auditor for an AUP (agreed-upon procedures) audit which will result in the audit costing \$5694 instead of \$9,360 for a full audit.
- Kearns presented Ordinance 26-4 for approval. A motion to suspend the rules was made by Armstrong and seconded by Seger. All yeas, motion passed. Doseck moved and Bergman seconded a motion to approve **Ordinance 25-4 amending the 2026 appropriations for the village of Russia, Shelby County, Ohio, by decreasing the general fund by \$29,000 and increasing the special revenue fund by \$29,000 to accommodate the EMS tax levy.** All yeas, motion passed.

- Kearns requested a motion to set the price for trash bags per our contract with the North Central Ohio Solid Waste District. Per the contract, for the period from March 1, 2026 thru February 28, 2027 the per bag price shall not exceed \$3.31. Motion was made by Doseck and seconded by Armstrong to set the 10-bag roll price at \$33.00. All yea, motion passed.
- Kearns reported that she and Goubeaux made a visit to the Ft. Loramie town office to discuss the GASI software program they use for their water and sewer billing. The town is considering changing to this program and will continue to collect information to make a decision in a few months.

### Choice One Report

- Ohio Public Works Commission Grant – SHE-RUS-2510 – Sewer Line
  - Choice One is starting the survey work as weather permits.
  - Plan is to go out to bid in June and award the job once the final award is made in July
  - Selhorst recommended the village put a camera down in the line to mitigate any surprise scenarios. Goubeaux to work with Selhorst and Shappie to accomplish this.
- Industrial Park Federal Grant (EDA) – Project SHE-RUS-2509 Commerce Drive Phase 4
  - Grant application is going through final formatting and review and will be ready soon for final submittal.
  - Selhorst assumes it will take approximately 4 months to get a response once it is submitted.
- OPWC Grants
  - Next round of funding opens in the fall and Selhorst recommended discussing any new projects opportunities.

### Annexation Properties – Sewer Line

Goubeaux reported on the sewer line extension along East Main Street and requested approval to install a secondary (2”) line running parallel to the main sewer line. This parallel line will serve annexed properties, allowing them to connect without tying directly into the main line. The proposed installation extends from the Heuing property to Superior Aluminum. A motion was made to approve Estimate #03123 from Ruhenkamp Boring and Trenching in the amount of \$42,216.10 for this work. Armstrong moved, Doseck seconded. All yea, motion passed.

### Personnel Policy Manual (PPM) Updates

Goubeaux presented Ordinance 26-5 for approval. A motion to suspend the rules was made by Doseck and seconded by Bergman. All yea, motion passed. Armstrong moved and Seger seconded a motion to approve **Ordinance 26-5 authorizing the village of Russia, Ohio, to amend its human resources policy and procedure manual, and declaring the same to be an emergency.** These updates are to clarify the village’s policy on carryover vacation and compensatory time.

### Ohio Basic Code

A motion to suspend the rules was made by Seger and seconded by Doseck. All yea, motion passed. Bergman moved and Armstrong seconded the motion approving **Ordinance 26-6 approving, adopting and enacting American Legal Publishing’s Ohio Basic Code, 2026 Edition, as the code of ordinances for the municipality of Russia, Ohio, and declaring the same to be an emergency.** All yea, motion passed.

## General Business

Goubeaux requested a motion to issue a blanket purchase order to Artesian of Pioneer for a not to exceed amount of \$25,000 for salt and brine needed for the water plant. The dollar amount is in line with previous year expenditures. Armstrong motioned, seconded by Doseck. All yea, motion passed.

Goubeaux requested a motion to purchase a replacement water meter for the school's water line. Quote from Ferguson Waterworks for \$4,462.10 was reviewed. Motion made by Doseck, seconded by Seger. All yea, motion passed.

Goubeaux requested a motion to approved the purchase of a new mulching push mower for use in the parks. Quote from Flora for \$649 was reviewed. Motion made by Armstrong, seconded by Seger. All yea, motion passed.

The Village of Fort Loramie has proposed entering into an agreement with the Village to share the repair costs of its leaf vacuum unit and, going forward, to jointly use the machine. Last fall, both villages were forced to rent equipment to complete leaf collection because of equipment breakdowns. The potential purchase of a new, jointly owned leaf vacuum has also been discussed. The cost to repair Fort Loramie's existing unit is \$6,288.90. Armstrong moved, and Doseck seconded, to share the repair expense and enter into a shared-use agreement with Fort Loramie. All yea, motion passed.

Goubeaux requested again for a motion to approve the purchase of a pressure washer. This was requested last month, but there was a price increase. New cost is \$5,500. Doseck motion, Seger seconded. All yea, motion passed.

Ellington reported that he received the approval from the county commissioners for the annexation of the properties on East Main. The next step in the process is to hold a public meeting in 60 days. This public meeting will be scheduled prior to the May 12<sup>th</sup> council meeting. Goubeaux will make sure a public announcement of that meetings is sent out.

All employees and council members were reminded to complete the fraud training.

Goubeaux noted to council that the cost for the final laying of pipe for the utilities on the commerce drive extension is to cost about \$30,000. He is still collecting data but wanted to give them notice of the expected cost.

## Mayor's Notes

- High requested council to think of ideas for a village celebration of the semiquincentennial (America 250) to be discussed in future meetings.
- High presented to council the guidelines Botkins uses for their PIRG program. Council wants to review the village's current PIRG guidelines and make some changes. In the interim, the village has decided to pause PIRG applications until these guideline modifications can be made.
- High also requested council to consider a date in May for village clean-up day. The date for this will be set during the April meeting.

**Adjournment**

Motion to adjourn - Doseck. Second - Armstrong. All yea, motion passed.

Council President, Jake Borchers \_\_\_\_\_

Clerk, Deidre Kearns \_\_\_\_\_