

RECORD OF PROCEEDINGS
Minutes of New Russia Township Regular Trustee Meeting

HELD

February 4, 2025

Chairperson, Patricia Brubaker called the February 4, 2025 Regular Meeting to order @ 6:00 pm, followed by the Pledge of Allegiance.

Trustees: Patricia Brubaker, Michelle Tyner were present, as well as Fiscal Officer, Lisa Akers. Trustee Scott Justin was absent. Staff and Public: Brian Holmes, Dan Jarven, Jim Griner, Edie Taylor, John Honoshofsky, Margie Floyd, Jason Hawk, Ross Mateer, Jim Essex

January 21, 2025 Regular Meeting Minutes cannot be approved due to the absence of Trustee Justin. Chairperson Brubaker did not attend January 21, 2025 Regular Meeting therefore, cannot vote to approve. Minutes will be on agenda for February 18, 2025 Regular Meeting for review/approval.

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 \$61,467.36, seconded by Patricia Brubaker. RCV: Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2025-02-12

Motion to Approve 2025 Permanent Appropriations

Motion was made by Michelle Tyner to approve the 2025 Permanent Appropriations as presented in the amount of \$3,000,000.00, seconded by Patricia Brubaker. RCV: Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED

2025-02-13

(See Next Page for Detailed Breakdown)

-Fiscal Officer stated notice was received that the Oberlin Community Guide will cease publication on 2/24/2025. Trustees will need to decide how they would like to publish future public notifications, with recent HB passed, notifications can be put on Township website but also would have to appear on any other form of social media the Township controls.

PUBLIC CONCERNS AND REQUESTS

Justin Hawk, Oberlin Community Services: -Reviewed services offered by Oberlin Community Services, spoke of NRT resident that was offered assistance. Thanked Trustees for past contribution and requested additional funding for 2025 calendar year.

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2025 PERMANENT APPROPRIATIONS

1000 GENERAL FUND

110	Administrative Salary	\$	130,062.00	
110	Administrative Fringe Benefits	\$	222,750.00	
110	Administrative Program	\$	186,000.00	
120	"The Lodge" Salary	\$	25,000.00	
120	"The Lodge" Fringe Benefits	\$	3,870.00	
120	"The Lodge" Program	\$	172,500.00	
130	Zoning Salary	\$	30,000.00	
130	Zoning Fringe Benefits	\$	5,100.00	
130	Zoning Program	\$	5,000.00	
190	Service Complex Salary	\$	165,000.00	
190	Service Complex Fringe Benefits	\$	25,500.00	
190	Service Complex Program	\$	58,000.00	
210	Police Protection Program	\$	145,000.00	
220	Fire Protection Program	\$	150,000.00	
230	Emergency Medical Service Program	\$	35,000.00	
310	Street Lighting Program	\$	7,000.00	
330	Highways Program	\$	173,500.00	
410	Cemetery Salary	\$	35,000.00	
410	Cemetery Fringe Benefits	\$	5,410.00	
410	Cemetery Program	\$	33,350.00	
420	Health District Program	\$	15,000.00	
590	Human Services Program	\$	20,000.00	
610	Parks/Recreation Salary	\$	40,000.00	
610	Parks/Recreation Fringe Benefits	\$	6,200.00	
610	Parks/Recreation Program	\$	97,000.00	
760	Capital Outlay Program	\$	548,758.00	
820	Debt Service Program	\$	60,000.00	
930	Contingency Program	\$	-	
	Total General Fund			\$ 2,400,000.00

2011 MOTOR VEHICLE FUND

330	Highways Program	\$	12,000.00	
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2021 GASOLINE TAX FUND

330	Highways Program	\$	292,500.00	
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2031 ROAD & BRIDGE FUND

330	Highways Salary	\$	85,000.00	
330	Highways Fringe Benefits	\$	13,300.00	
330	Highways Program	\$	196,700.00	
	Total Road & Bridge Fund			\$ 295,000.00

9001 3% BD. OF BLDG. STANDARDS FEE

130	Zoning Program	\$	500.00	
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TOTAL APPROPRIATIONS ALL FUNDS **\$ 3,000,000.00**

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Motion to Approve 2025 Contribution

Motion was made by Patricia Brubaker to approve the 2025 Contribution to Oberlin Community Services in the amount of \$15,000.00, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-02-14**

Jim Essex: -Garfield Road Resident, has extra waste for trash disposal due to home dialysis. Purchased extra cart per instruction from NRT Trustees and Republic Services for disposal of excess. Republic Services now refuses to pick-up additional waste due to content. Resident does not understand why Republic Services will not dispose of items and brought examples of items that is being thrown away. When he spoke to Republic Services they stated to speak with Trustees. ***Chairperson Brubaker stated NRT does not make the rules for what can go into trash and he needs to speak with Republic Services regarding issue.*** Mr. Essex has letters from his doctors on how to properly dispose and feels he is should be allowed to use cart for disposal. ***Trustee Tyner stated she will contact Republic Services and try to get a resolution but warned it may be that Ohio EPA does not allow due to blood content.***

STAFF REPORTS

Ross Mateer: -Held Organizational Meeting last week, everyone staying on Board with exception of transfers, which will be voted on during Trustee Business. Election of Officers held with no changes. Approved Oberlin College parking lot extension of 6 months, since original permit stated an additional 6 months may be granted. Advised if additional time is needed beyond 6 months, they will need to apply for variance.

James Griner: -Finalizing procedures and Officer Election at next meeting.

Eddie Taylor: -Cemetery/Lodge advertising memo in mailboxes.
 -Will Limb Chipping begin May 7th.... ***Yes, per Trustees***
 -Will Trustees purchase Banks Baldwin Monthly Monitors for 2026?
 -Will distribute remaining mosquito dunks in Spring.

Dan Jarven: -Emailed January 2025 Monthly Report
 -Any decision on hiring Jacob Barnes as consultant for Land Use Plan update? Will need to decide who is on committee and who will chair. ***Trustee Tyner volunteered to Chair committee.***
 -Quarterly meeting with Republic Services needs scheduled.

Motion to Approve Hiring Land Use Plan Consultant

Motion was made by Patricia Brubaker to approve hiring Jacob Barnes as consultant for the Land Use Plan update, seconded by Michelle Tyner. RCV: Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-02-15**

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HELD**February 4, 2025****Deputy Holmes: Calls for Service**

- Jan. 21st, 49000 block SR511, welfare check.
- Jan. 22nd, 44000 block Parsons Rd welfare check.
- Jan 23rd, Welfare checks on Pyle Rd.
- Jan. 23rd, 47000 block of W. Hamilton Rd, welfare check homeowner made threats of self-harm. I assisted the caller with plumbing issues inside the home due to cooler temps.
- Jan. 24th, 44911 E. Hamilton Rd. attempt civil matter to Matthew Tesmer. 115 Buckeye St. Elyria made contact with Mr. Tesmer and delivered TWP. notice and order.
- Jan. 24th, 48000 Russia Rd. assist ambulance.
- Jan. 25th, Russia Rd. & Oberlin Rd. ordinance violation several bags were dumped along the roadway. I went through the bags and located several items of evidence leading to the owner of the trash.
- Jan. 25th, 44000 block Butternut Rd, suspicious male, located and transported to Lorain.
- Jan. 25th, 1100 block W. 29th St. in Lorain owner of the trash dumped on Oberlin Rd.
- Jan. 27th, 1100 block W. 29th St. in Lorain owner of the trash was cited.
- Jan. 27th, 43000 block Oberlin Elyria Rd Republic Waste Recycle Center, found property.
- Jan. 28th, E. Hamilton Rd welfare checks.
- Jan 28th, Traffic stop.
- Jan. 28th, 43000 block Oberlin Elyria Rd. lockout.
- Jan. 28th, 11000 block of SR 58 Lockout.
- Jan. 29th, Out at Republic Waste.
- Jan. 30th, welfare check on SR58, elderly resident transported to Allen Memorial.
- Jan. 31st. follow up with elderly resident at Allen Memorial Hospital, checks ok.
- Jan.31st, SR 511 picked up a bag of trash.
- Jan. 31st, 43000 block Parsons Rd disabled vehicle. A dairy truck stuck along the roadway was removed and the roadway was cleared off.
- Feb. 4th, 44000 block SR511, assistance call.

John Honoshofsky: -Daily road checks continue, plowing/salting continue
 -Sprinkler System tested today

TRUSTEE BUSINESS

Correspondence were reviewed and found in order. (Note: New Senior Housing development project on 450 West College Street, Oberlin)

FYI....Oberlin High School will be using Tennis Courts again this year.

Motion to Approve Zoning Board of Appeals Appointments

Motion was made by Michelle Tyner to approve the following to the Zoning Board of Appeals:

- William Burgdorf—Term Expiration 1/31/2030
- Travis Tyson-Assuming Wayne Prechtel's Term Expiring 1/31/2026
- Wayne Prechtel—Alternate, Term Expiration 1/31/2026
- John Cannon—Alternate, Term Expiration 1/31/2026

seconded by Patricia Brubaker. RCV: Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED**2025-02-16****Motion to Adjourn**

Motion was made by Michelle Tyner to adjourn meeting at 6:38 pm, seconded by Patricia Brubaker RCV: Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED**2025-02-17**

AFFIRMED by Patricia Brubaker at February 18, 2025 Regular Meeting

ATTESTED by Lisa Akers at February 18, 2025 Regular Meeting