

**RECORD OF PROCEEDINGS**  
**Minutes of New Russia Township Regular Trustee Meeting**

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**HELD**

**March 4, 2025**

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

Trustees: Patricia Brubaker, Scott Justin, Michelle Tyner were present, as well as Fiscal Officer, Lisa Akers. Staff and Public: Edie Taylor, James Griner, John Honoshofsky, Pat & Rick Lawson, Ross Mateer, Bryan Plemons

**Motion to Approve February 18, 2025 Regular Meeting Minutes**

Motion was made by Scott Justin to approve the February 18, 2025 Regular Meeting Minutes, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

**MOTION CARRIED** **2025-03-32**

***FISCAL OFFICER'S REPORT***

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

**Motion to Approve Warrants**

Motion was made by Scott Justin to approve Warrants totaling \$15,014.06, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

**MOTION CARRIED** **2025-03-33**

***PUBLIC CONCERNS AND REQUESTS***

**Rick & Pat Lawson:** -Clark Lane Residents, purchase property approximately 1 1/2 year ago. Understands there has been long-term drainage issues, would like Trustees to consider hiring a engineer to conduct study. If there has been a study in the past, can they review reports if available. Also, a second drainage issue on north side of Route 511. *Service Supervisor stated he is meeting with ODOT on Thursday to discuss Route 511 issue. Service Supervisor also stated he thinks NRT can lower ditch on Clark Lane to help provide relief. Will give update after meeting with ODOT. Trustees will discuss further in near future.*

***STAFF REPORTS***

**Ross Mateer:** -BZA met and viewed a Conditional Use Permit which was approved for solar at the Airport.

**Jim Griner:** -Nothing to report, no quorum at last meeting.

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**Eddie Taylor:** -Requesting purchase of Banks/Baldwin Monthly Monitor for 2026, cost is \$6.85 each, usually order 51. ***Chairman Brubaker stated NRT will no longer purchase Monthly Monitors.***

**John Honoshofsky:** -Daily road checks continue, plow and salting continues  
 -3 funerals since last meeting, past Saturday's funeral was very wet and messy, working on clean-up.  
 -Reviewed estimate from Coit Cleaning for deep cleaning of The Lodge and Meeting Room. ***Trustee Tyner would like additional estimates.***  
 -Reviewed estimate form LEPPPO for repair of Tool Cat bucket at a cost of \$2,451.79  
 -Reviewed estimate from Cuyahoga Fence for guardrail replacement on Parsons Road due to overnight accident at a cost of \$5,897.00  
 -Would like to request a Speed Study from LCE for South Oberlin Road so it would match north side which is City of Oberlin at 35 MPH. ***Trustees would like Deputy Plemons to request.***  
 -Reviewed equipment Rollovers/Purchase from Polen Implement

**Motion to Approve Deep Cleaning**

Motion was made by Patricia Brubaker to approve deep cleaning of The Lodge and Meeting Room to include: deep cleaning of Meeting Room, Hallway, Kitchen tile and grout, deep clean Fabric Wall Divider 2 sides, takedown clean and rehang wood blinds, turbo clean 2 concrete kitchens, strip and reseal VCT tile in restrooms, from Coit Cleaning and Restoration in the amount of \$4,820.50, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin – aye; Michelle Tyner—aye. **MOTION CARRIED 2025-03-34**

**Motion to Approve Tool Cat Bucket Repair**

Motion was made by Patricia Brubaker to approve the repair of the Tool Cat Bucket from LEPPPO in the amount of \$2,451.79, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED 2025-03-35**

**Motion to Repair Guardrail Replacement**

Motion was made by Scott Justin to approve the guardrail replacement on Parsons Road from Cuyahoga Fence in the amount of \$5,897.00, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED 2025-03-36**

**Motion to Approve ZTrak Rollover**

Motion was made by Scott Justin to approve the Rollover from Deere & Company at a cost of \$3,800.00 of the following:

(1) John Deere Z955M EFI Ztrak  
 (1) John Deere Z955M EFI Ztrak  
 (1) John Deere MCS DFS Hopper  
 Trade-in: (1) 2023 John Deere Z950R Gas  
 (1) John Deere Z950R Gas

seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—aye. **MOTION CARRIED 2025-03-37**

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**Motion to Approve Purchase of Mower**

Motion was made by Scott Justin to approve the purchase from Deere & Company at a cost of \$11,573.97 for the following:

Trade-in: (1) John Deere Z955M ZTrak  
(1) John Deere MCS DFS Hopper  
(1) Kubota Z726  
(1) Kubota Z726

seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2025-03-38**

**Motion to Approve Excavator Rollover**

Motion was made by Michelle Tyner to approve the Rollover from Polen Implement at a cost of \$1,900.00 of the following:

Trade-in: (1) John Deere 50 P-Tier Compact Excavator  
(1) John Deere 50 P-Tier Excavator Gen A

seconded by Scott Justin. RCV: Michelle Tyner—aye; Scott Justin—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2025-03-39**

**Motion to Approve Track Loader Rollover**

Motion was made by Scott Justin to approve the Rollover from Polen Implement at a cost of \$1,900.00 of the following:

Trade-in: (1) John Deere 325G Compact Track Loader  
(1) John Deere 325G Compact Track Loader

seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2025-03-40**

*-Fiscal Officer discussed procedure for NRT to participate in Ohio Buys which will allow NRT to take advantage of ODOT Cooperative Purchasing prices. FO stated resolution to participate needs approved every 2 years unless Trustees approve Permanent Legislation which is included in Resolution for approval.*

**Motion to Approve Resolution Authorizing Permanent Legislation to Participate in ODOT Cooperative Purchasing Program**

Motion was made by Scott Justin to Approve the Resolution Authorizing Permanent Legislation to Participate in ODOT Cooperative Purchasing Program, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

**MOTION CARRIED** **2025-03-41**

***(See Board Referral File for Signed Resolution)***

*-Service Supervisor and Trustees discussed and reviewed quote from Southeastern Equipment Company regarding purchase of an Alamo Mantis and trading in 2019 New Holland Tractor.*

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**HELD****March 4, 2025****Motion to Approve Purchase of Alamo Mantis**

Motion was made by Scott Justin to approve the purchase from Southeastern Equipment Company at a cost of \$210,224.00 of the following:

- (1) Alamo Mantis MTS155BF, 24' Maverick Boom, Heavy Duty Grass Flail with Swivel, Standard Mantis MTS155BF Specs \$267,224.00  
 Per DOT09925-4 Contract

Trade-in: (1) 2019 New Holland T6.155 Serial HACT6155AJLEG09546 < 57,000.00>  
 seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.  
**MOTION CARRIED** **2025-03-42**

***TRUSTEE BUSINESS***

*Correspondence were reviewed and found in order.*

**Motion to Approve Work Session**

Motion was made by Scott Justin to approve a Work Session for March 17, 2025 at 5 pm for the discussion of the revised Employee Handbook with Lorain County Prosecutor, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

**MOTION CARRIED** **2025-03-43**

*-Service Supervisor explained when he went to scrap safe which was previously approved at the February 18, 2025 Meeting, Scrap Yard would not process due to safe containing concrete. Therefore, requesting safe to dispose in Landfill.*

**Motion to Revise Motion #2025-02-23 Regarding Safe**

Motion was made by Scott Justin to revise Motion #2025-02-23 regarding scraping of safe and change to dispose safe in Landfill, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2025-03-44**

**Motion to Approve Cell Tower Lease Agreement**

Motion was made by Scott Justin to approve the American Tower Corporation Site Number 81730, Cell Site Name: Oberlin North Agreement, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

**MOTION CARRIED** **2025-03-45**

*REMINDER: March 27, 2025 is the District Advisory Council Annual Meeting @ 6pm  
 Lorain County Public Health.....Trustee Justin will attend*

*Trustee Tyner:* -Working on Land Use Committee, waiting to hear back from individuals.  
 Will be sending out questionnaire via postcards.  
 -Spoke with EPA regarding Lorain I questions, will discuss further this Friday.

*Trustee Justin:* -Quarterly Meeting with Landfill will be March 14, 2025 (time not set),  
 Dan will be attending also.

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**Deputy Plemons:**            *Calls for Service*

- FEB. 12TH, 12000 BLOCK OF RT. 58, DEPUTIES ASSISTED EMS ON A MEDICAL CALL.
- FEB. 17TH, DEPUTIES ASSISTED W/ A MOTOR VEHICLE ACCIDENT ON N. PROFESSOR ST.
- FEB. 18TH, 12000 BLOCK OF RT. 58, REFERENCE A DOMESTIC VIOLENCE COMPLAINT. A MALE WAS ARRESTED FROM THIS INCIDENT.
- FEB. 19TH, 43000 BLOCK OF PARSONS RD., REFERENCE A WELFARE CHECK.
- FEB. 20TH, 47000 BLOCK OF RT 511, REFERENCE ANOTHER WELFARE CHECK.
- FEB. 21ST, 12000 BLOCK OF RT. 58, REFERENCE A PROPERTY DISPUTE COMPLAINT.
- FEB. 22ND, 12000 BLOCK OF PYLE RD., REFERENCE A SNOWMOBILE COMPLAINT.
- FEB. 23RD, 47000 BLOCK OF GARFIELD RD., REFERENCE A DOMESTIC DISPUTE.

**Motion to Adjourn**

Motion was made by Scott Justin to adjourn meeting at 6:37 pm, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

**MOTION CARRIED**

**2025-02-46**

**AFFIRMED by Patricia Brubaker at March 18, 2025 Regular Meeting**

**ATTESTED by Lisa Akers at March 18, 2025 Regular Meeting**

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