RECORD OF PROCEEDINGS

Minutes of New Russia Township Regular Trustee Meeting

HELD **September 2, 2025**

Chairperson, Patricia Brubaker called the September 2, 2025 Regular Trustee 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: Jim Griner, Dan Jarven, Deputy Plemons, John Honoshofsky, Gretchen Dutko, Rachel Adamec, Iris Hunt, Brittany Castillo Morales, Richard Ramsey, Bill Burgdorf, Steve and Diane Jackson, Dan Polen, Richard Polen, Ross Mateer, Anthony R. Pluta

Motion to Cancel Special Meeting

Motion was made by Patricia Brubaker to cancel September 3, 3025 Special Meeting, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-09-155**

Motion to Approve August 5, 2025 Regular Meeting Minutes

Motion was made by Scott Justin to approve August 5, 2025 Regular Meeting Minutes, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2025-09-156**

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 $28,779.20, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—nay. **MOTION CARRIED** **2025-09-157**

PUBLIC CONCERNS AND REQUESTS

South Amherst Fire Department: -No Show

Gretchen Dutko: -Lives on corner of Albrecht/Oberlin Roads, received noxious weeds letter from Dan Jarven. Requesting extension till end-of-October 2025 to comply. She moved to NRT to be in a more natural environment and would like to keep native plants with eliminating noxious weeds. She will also put vegetation around property to mask growth. Ms. Dutko will be removing noxious weeds manually and will be meeting with Soil and Water in near future to identify plants. She feels the execution of notification needs to improve, she checked with her neighbors and they stated they did not complain. She also stated that it's extreme to threaten to put a lien on her home for noncompliance. She would like more guidance on noxious weeds and what NRT's threshold will be so she can better understand goals of Township. ***Trustees agree to extend deadline till October 31, 2025.***

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Sgt. Pluta, Lorain County Sheriffs Department: -Discussed issues with recently enacted hourly rate increase and deputy security requirements. Sgt. Pluta stated the Sheriff will not back-down from updated rates and number of deputies required per size of function. Union is not comfortable since incident at last year's Wild Game Dinner. ***NRT argued that was one incident in the number of years we've been open. Also, Sheriff's Office has a hard-time showing up for assignment when one (1) deputy is needed, how will they fulfill new requirements of additional deputies? Further discussion will be needed regarding private security but for now NRT will abide by Sheriffs updated requirements.***

Iris Hunt/Rachel Adamec (Hunt Family): -Read letter dated September 1, 2025 in regards to creating a family cemetery on their farm. ***Trustees have concerns, if some time in the future if family no longer owns land, will Township be responsible for maintenance of their "family cemetery" since it is within the unincorporated area. Trustees will need to review information with Health Department and an attorney before a decision can be made.*** Iris Hunt stated that Mr. Hunt health is not good and he may pass before a decision is made. Can they bury on property if area is not considered a cemetery. Health Department told Mrs. Hunt she would only need Trustees approval before burial. ***Trustees stated they still would like to review with Health Department/attorney, but will respond soon.***

STAFF REPORTS

Ross Mateer: -ZBA met last week, no pending variances at this time.

Dan Jarven: -Court last week regarding Noble, Quarry Road issue. Conference scheduled with land owner and County Prosecutor next week for possible resolve and injunction.
-Sent August 2025 Call Log for review, please note possible legal issue.
-Issued Stop Work Order on Pyle Road regarding no permit for Accessory Building (foundation already installed).
-Waiting for another family to file variance for add'l property dwelling, allowing grace due to death in family.

Jim Griner: -Working on various draft updates to Zoning Resolution text, should finalize at September's meeting.
-In regards to HB 315 and how public notices are disseminated. This procedure has not been updated in Resolution, therefore, feels public notice advertising should remain in newspaper along with website and Facebook page. If text finalized in September it will then go to Trustees for review, therefore, it will be year-end before Resolution officially changes.
-Attending Land Use Plan Meetings along with fellow ZBC members, Dawn Essex and Cindy Breda in which they have been updating ZBC members of discussions. Observations noted: 1. We need to be careful relying too heavily on survey results, as persons with bias are probably overrepresented. Should make sure survey doesn't over-represent Township residents. 2. Input has been received by Storm Water and Planning Commission in regards to sewer project for airport/megasite. 3. Mr. Griner gave presentation to Land Use Committee and requested name change from Land Use Plan to Comprehensive Plan so it aligns with Ohio Revised Code. Gave outline for what should be in the plan, based on Ohio case law.

4. Currently committee is going in many different directions, without a clear path forward or schedule to complete the document. 5. The plan should provide a strategic 10-20 year vision of the Township to potentially guide changes in Zoning Text and Map. Without a well-reasoned document, incorporating Township Residents' desire, outside pressures from businesses and urban sprawl, and County influences/requirements, the ZBC at the least may not have a clear understanding of what changes to make to the Zoning Resolution and at worst may not be on solid ground when legal action arise. 6. Well versed attorneys are needed to review Zoning Resolution.
-New clock has arrived for response time limit per new procedure guidelines.

Trustee Tyner disagrees that the committee is off-course, since huge changes (sewer, megasite) and feel extra time is needed. Possibly extending survey per someone at the County's recommendation. Chairperson Brubaker asked how many surveys has been returned, Trustee Tyner stated 180 out of the 2,400 resident who reside.

-Deputy Plemons: Calls for Service

-June 4th . 12000 block of Pyle Rd., deputies assisted the fire department with an open burning complaint.
-July 2nd. 43000 block of Oberlin Elyria Rd., reference a disturbance at a group home.
-July 3rd, 10000 block of Quarry Rd., deputies assisted EMS with an elderly male who walked into the woods and was exhibiting heat exhaustion.
-July 7th, 10000 block of RT. 58, reference a theft complaint.
-July 19th, 13000 block of Hale Rd., deputies picked up black powder from a resident who requested it be properly disposed of.
-July 21st, 43000 block of Oberlin Elyria Rd., deputies assisted EMS on a medical call.
-July 28th, 44000 block of E Hamilton St., reference a resident receiving a 98 lb box of marijuana in the mail he didn't order. Same was seized by deputies.
-Aug. 12th, 14000 block of RT. 58, reference a fraud complaint.

(29)welfare checks were done in this time period with various residents in the township.

Chairperson Brubaker acknowledged Rich Ramsey in the audience and asked if he would like to speak. Mr. Ramsey stated he is requesting resident support as he's on the November Ballot for Oberlin Municipal Court District Judge, will leave cards if anyone has questions.

Brittany Castillo-Morales: -Showed samples of columbarium planters that will not rust. Set of 2 is $25.00, requesting 8 total. ***Trustees approve.***

John Honoshofsky: -Daily road checks continues, 3 funerals since last meeting, cleaning and mowing ditches.
-Quarry Road resident who spoke last meeting about ditch issue is waiting on response from County.
-Umbrella is up at Park, pad should be poured in a few weeks.
-Republic Services property on Rt 511, has tile issue and needs jet rod. Company coming tomorrow to give estimate.

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-Gear box on mower needs repaired, compared prices from LEPPO @ $1,895.02 and Kelling Equipment @ $3,300.59
-Reviewed estimates from Joe Simone Painting to stain bars, Pergola and 4 pavilions.
Trustees requested price to wrap pavilion in vinyl and possibly same at the Lodge.

Motion to Approve Repair of Mower

Motion was made by Patricia Brubaker to approve repair of mower from LEPPO at a cost not-to-exceed $1,900.00, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-09-158**

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

-Fiscal Officer reported State is requiring a Cybersecurity Policy by July, 2026, requested guidance and policy from LCP office with no resolve, next step will be to contact ES Consultants.

-Reviewed changes to Rental Contract...prohibit sparklers...sending to LCP for review.

-Trustees do not want to advertise in walking map with Oberlin Business Partnership.

-Trustee Tyner does not want to advertise in the Chronicle Senior Living Section in 2026.
-Trustee Tyner stated nothing to report with the Quarterly Landfill Meeting with Republic Services.
-Trustee Tyner stated she spoke with Kellie Deeter at the Fair regarding MegaSite, residents have the opportunity to protest, if overwhelming response, Jobs Ohio will not market site. Trustee Tyner stated she is aware of a protest group but is not affiliated. Trustee Tyner also stated she spoke with a Commissioner recently about MegaSite and was told to move if not happy. She feels we need to inserts ourselves in MegaSite discussions.
-Trustee Tyner stated she has had residents inquiring about Cobb Ditch cleaning and want to know which residents are not signing easements which is prohibiting cleaning of ditch. These residents are experiencing basement flooding, do we know holdouts? Fiscal Officer stated Soil and Water asked Trustees a year ago for help approaching these residents and having a conversation about why cleaning is necessary. Did any Trustee speak to these residents? Chairperson Brubaker stated she will contact Soil and Water for contact list.

-Trustee Justin stated he will contact City of Elyria and Prosecutor's Office to confirm cancellation of September 3, 2025 Special Meeting.

-Trustee Brubaker stated she will not be available from September 12—23, 2025 and contact remaining Trustees with any questions or concerns.

Motion to Adjourn

Motion was made by Scott Justin to adjourn meeting at 7:11 pm, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.
MOTION CARRIED **2025-09-159**

AFFIRMED by Scott Justin at September 16, 2025 Regular Meeting

ATTESTED by Lisa Akers at September 16, 2025 Regular Meeting