RECORD OF PROCEEDINGS

Minutes of New Russia Township Regular Trustee Meeting

HELD **October 7, 2025**

Chairperson, Patricia Brubaker called the October 7, 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, Bryan Plemons, Brittany Castillo Morales, John Honoshofsky, Dan Jarven, Steve & Diane Jackson, Gretchen Dutko, Octavia Dutko, Olin Dutko, Laurie Beran, Anthony Ramirez, Farah Emeka

Motion to Approve September 16, 2025 Regular Meeting Minutes

Motion was made by Scott Justin to approve the September 16, 2025 Regular Meeting Minutes, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—abstain. **MOTION CARRIED** **2025-10-177**

Motion to Approve September 24, 2025 Special Meeting Minutes

Motion was made by Scott Justin to approve the September 24, 2025 Special Meeting Minutes, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2025-10-178**

FISCAL OFFICER'S REPORT

The Financial and Investment Reports were reviewed and found in order. Fiscal Officer stated a Certificate of Deposit was recently renewed for 6 months at a interest rate of 3.9%.

Motion to Approve Amended 2025 Permanent Appropriations

Motion was made by Scott Justin to approve the Amended 2025 Permanent Appropriations as presented to include NOPEC Grants, total Appropriations $3,002,685.35, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2025-10-179**

(See Account Breakdown on Page 4648)

Motion to Approve Warrants

Motion was made by Scott Justin to approve Warrants totaling $74,801.67, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2025-10-180**

Motion to Approve Resolution Accepting Amounts and Rates as Determined by the Budget Commission

Motion was made by Scott Justin to approve Resolution Accepting Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor (Schedule B Reviewed), seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye. **MOTION CARRIED** **2025-10-181**

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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**
2021 GASOLINE TAX FUND					
330	Highways Program			**$**	**292,500.00**
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				**$**	**295,000.00**
2903 NOPEC GRANTS					
390	Public Works Program			**$**	**2,685.35**
9001 3% BD. OF BLDG. STANDARDS FEE					
130	Zoning Program			**$**	**500.00**
TOTAL APPROPRIATIONS ALL FUNDS				***$***	***3,002,685.35***

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PUBLIC CONCERNS AND REQUESTS

Gretchen Dutko, Resident: -Inquiring if 10/31/2025 deadline can be extended regarding noxious weeds removal from her property? She would like to do more research/plant consulting before removal. Also, she would like to know how enforcement is taken on other properties? ***Chairperson Brubaker stated the Township mows or contracts mowing and a tax lien is placed on property.*** Ms. Dutko would like to know other properties where this has happened. ***In a clamorous voice Chairperson Brubaker stated to Ms. Dutko, you have weeds, mow them, we all mow our grass, just mow your grass.*** Ms. Dutko then inquired what monies is spent on in Township. ***Chairperson Brubaker stated first priority is to maintain roads. Trustee Justin stated normally when residents are requested to mow their grass, they comply.*** Ms. Dutko asked how this rule is being enforced. ***Trustee Justin stated your neighbor complained about your weeds, he attended our last meeting to confirm complaint.*** Ms. Dutko stated she's doing what she feels she can, and requested that she handle this issue directly with neighbor instead of NRT. ***Chairperson Brubaker agreed to allow Ms. Dutko to handle weed issue with neighbor.***

Farah Lillian Emeka: -Running for Oberlin Municipal Court Judge, asking for support. Gave background and qualifications, requested voters make informed decision on November 4th, endorsed by Chronicle Telegram.

STAFF REPORTS

Jim Griner: -Public Hearing is scheduled for 10/14/2025 at 7:00 pm regarding text amendments to the Zoning Resolution.

Dan Jarven: -New home construction on West Hamilton, EPA issued sanitary permit for direct discharge to ditch, Trustee approval is needed. Note: First time seeing an EPA issued permit. Waiting for response from Anne at LC Health, in regards if ditch is open or closed. How would Trustees like to proceed with approval? ***Trustee Justin stated wait for response from LC Health, Chairperson Brubaker stated we should follow Anne's direction.***

Trustee Tyner stated on September 2025 ZI Call Log, indicating CAUV acreage information to Zoning Solutions and Enterprise Agreement, she would like copies and to be included in any email to Zoning Solutions in the future regarding Land Use Plan.

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Deputy Plemons: **Calls for Service**

-Sept. 2nd, a private property accident at the landfill involving (2) landfill trucks that backed into each other.
-Sept. 4th, 11000 block of Quarry Rd., reference a harassment complaint.
-Sept. 7th, W. Hamilton St., reference a jogger losing property and believing same was stolen.
-Sept. 9th, 43000 block of Oberlin Elyria Rd., reference trash from landfill trucks had dropped some of their load, which scattered into several yards. The manager of the landfill was advised of this complaint and would be contacting the home owner.
-Sept. 11th, Oberlin Rd/ Russia Rd., a report from the county airport of a possible airplane crash in the roads. Roughly an hour later, it was determined it was a hang glider that ran out of fuel and safely landed in a bean field. The bean field and operator of the hang glider were not harmed.
-Sept. 12th, 44000 block of RT. 511 reference a property dispute among various family members.
-Sept. 13th, 13000 block of Hale Rd., reference a criminal damaging/ criminal trespass complaint.
-Sept. 14th, deputies spoke with a female on Russia Rd., who was having a mental health crisis. This female was picked up by family members who directed her to the appropriate resources.
-Sept. 16th, 45000 block of E. Hamilton St., reference cows on the loose. Deputies checked the area and no cows had escaped a nearby farm.
-Sept. 17th, 13000 block of Hale Rd., reference an unwanted guest.

Brittany Castillo Morales: -When would Trustees like new pricing for Cemetery to go into effect? ***Trustees would like to figure out foundation issue first.*** Brittany indicated she sent an email with photos that included several issues at Cemetery. Some headstones are placed within landscaping beds, when originally headstones were suppose to set just outside of beds. What do the Trustees prefer? ***Chairperson Brubaker stated headstones should lay just outside of landscaping beds.*** Brittany then presented a video highlighting appearance of Cemetery relative to landscaping, headstone placement and general upkeep. ***At the conclusion of video Chairperson Brubaker asked Service Supervisor if the workers are no longer interested in doing their job or are they overwhelmed? Service Supervisor stated he'll take care of it, he didn't realize there was a problem.***

Sandstone Excavating Estimate regarding foundation installs was reviewed using LSM. ***Trustee Justin requested removal of rebar from estimate. Trustee Justin and Trustee Tyner both agreed that only large headstones will need LSM. Trustee Justin requested Brittany compile a listing of foundations that need repaired. Before approving foundation repair a new estimate from Sandstone will be needed excluding rebar. Trustee Justin also requested Brittany to get a new estimate for moving of headstones while foundations are repaired.***

John Honoshofsky: -Daily road checks continue, chipped brush, cleaned ditch on N. Professor/BNR, seed/straw Cemetery.
-Blake Sanitation cleaned and camera ditch on E Hamilton, has a 13" fall, 600'. Will have to wait for next rainfall to see if helped.
-Steve Laughlin, South Oberlin Road Resident has flooding issues. ***Trustee Justin requested ditch to be cleaned.***

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John Honoshofsky (continued): -County mowed Finnegan Ditch recently.
-Would Trustee like to continue The Lake Doctor's for pond maintenance from April 2026—October 2026 at a cost of $748.00 per month? The Lake Doctors will give a discount on winter storage of fountains due to recent issues with new fountains.

Motion to Approve Pond Maintenance

Motion was made by Scott Justin to approve pond maintenance program with The Lake Doctors from April 2026 thru October 2026 at a cost of $748.00 per month, seconded by Patricia Brubaker. RCV: Scott Justin—aye; Patricia Brubaker—aye; Michelle Tyner—nay.
MOTION CARRIED **2025-10-182**

TRUSTEE BUSINESS

Correspondence were reviewed and found in order.

-American Tower Lease Amendment will be discussed in near future.
-Trustees do not want to continue Oberlin Business Partnership membership.
-Chairperson Brubaker stated she felt the South Amherst Fire Department First Responder contribution should not be approved since NRT is already covered by Central Lorain County Joint Ambulance District. ***Trustees agree.***

Motion to Approve Resolution Employing Township's Attorney

Motion was made by Scott Justin to approve the Resolution Employing Township's Attorney regarding Benesch Law Firm, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.
MOTION CARRIED **2025-10-183**
(See Board Referral File for Resolution)

-Trustee Tyner reported that she gave Robert Zimmerman, Attorney from Benesch Law Firm a tour of the Township indicating area of potential Mega-Site. Trustee Tyner stated Mr. Zimmerman would like to have conversations with remaining Trustees individually and advised a single point-of-contact would be best to communicate. Chairperson Brubaker stated she feels Board needs to meet together so everyone is hearing the same thing. Chairperson Brubaker stated she already told this to Mr. Zimmerman. Trustee Tyner continued that the attorney stated annexation is real but doesn't feel its imminent, and Benesch real estate division is reviewing. Holly Gross, Benesch Attorney situated in Columbus, Ohio, has reached out the State Rep. Kellie Deeter, Senator Nathan Manning, Jobs Ohio, Matt Dolan from Team Neo, Governor DeWine's Office, Ohio Department of Development, Ohio Future Fund to set-up appointments. Trustee Tyner stated Mr. Zimmerman drove past the Lorain County Landfill while driving to her home and they had a discussion about Landfill. Fiscal Officer advised that outside counsel was hired only to discuss the Mega-Site and caution should be used if discussing Landfill, since they are two different entities. Trustee Tyner did not agree and felt they were connected.

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-Trustee Justin stated Chase from Republic Services said it would be okay for Blake Sanitation to enter Landfill property on Route 511 to jet clean as long as they carry insurance. NRT staff will be onsite with Blake Sanitation for duration of project. Also, Trustee Justin stated he asked John Piwinski to look into mowing of the weeds at the airport property.

Motion to Enter into Executive Session

Motion was made by Patricia Brubaker to enter into Executive Session at 7:01 pm for the purpose of employment issues with potential business to follow, seconded by Scott Justin. RCV: Patricia Brubaker—aye; Scott Justin—aye; Michelle Tyner—aye.

MOTION CARRIED **2025-10-184**

Motion to Adjourn Executive Session

Motion was made by Scott Justin to adjourn Executive Session at 7:30 pm, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED **2025-10-185**

Motion to Adjourn

Motion was made by Scott Justin to adjourn meeting at 7:30 pm, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Patricia Brubaker—aye.

MOTION CARRIED **2025-10-186**

AFFIRMED by Patricia Brubaker at October 21, 2025 Regular Meeting

ATTESTED by Lisa Akers at October 21, 2025 Regular Meeting