RECORD OF PROCEEDINGS

Minutes of New Russia Township Regular Meeting

HELD **November 18, 2025**

Vice-Chairperson, Scott Justin called the November 18, 2025 Regular Meeting to order @ 6:00 pm, followed by the Pledge of Allegiance.

Trustees: Scott Justin, Michelle Tyner were present, as well as Fiscal Officer, Lisa Akers. Chairperson Patricia Brubaker was absent. Staff and Public: John Honoshofsky, Dennis & Diane Wiedenheft, Nick, Dehnna, Kaitlyn King, David Roberts, Samuel Menges, Roger Waleri, Amanda Quimper, Andrew Krugman, Geoff Kudlo, Erin Mason, James Roman, Kathy Spencer, L. Hutson, Steve & Diane Jackson, Charlie McKinley, Sandy & John Olecki, Richard Polen, Don Case, Judy Walker, Mike & Leslie Menges, Deputy Plemons, David Sliman

Motion to Approve November 4, 2025 Regular Meeting Minutes

Motion was made by Scott Justin to approve the November 4, 2025 Regular Meeting Minutes, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye.
MOTION CARRIED **2025-11-213**

Motion to Approve November 13, 2025 Public Hearing Minutes

Motion was made by Michelle Tyner to approve the November 13, 2025 Public Hearing Minutes. The Motion failed due to lack of second. **2025-11-214**

FISCAL OFFICER'S REPORT

The Financial and Investments Reports were reviewed and found in order.

Motion to Approve Warrants

Motion was made by Scott Justin to approve Warrants totaling $36,385.72, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye.
MOTION CARRIED **2025-11-215**

Motion to Approve 2026 Temporary Appropriations

Motion was made by Scott Justin to approve 2026 Temporary Appropriations totaling $2,993,000.00, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-216**
(See Account Breakdown on Page 4668)

Motion to Approve Holiday Work Schedule

Motion was made by Scott Justin to approve the Holiday Work Schedule as follows:
November 27, 28, 2025 CLOSED Thanksgiving Holiday
December 24, 25, 2025 CLOSED Christmas Holiday
December 31, 2025, January 1, 2026 CLOSED New Year Holiday
seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye.
MOTION CARRIED **2025-11-217**

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2026 TEMPORARY APPROPRIATIONS

1000 GENERAL FUND					
110	Administrative Salary	$	132,933.00		
110	Administrative Fringe Benefits	$	259,061.00		
110	Administrative Program	$	200,000.00		
120	"The Lodge" Salary	$	43,000.00		
120	"The Lodge" Fringe Benefits	$	6,645.00		
120	"The Lodge" Program	$	173,500.00		
130	Zoning Salary	$	30,000.00		
130	Zoning Fringe Benefits	$	3,800.00		
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	$	150,000.00		
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	$	68,350.00		
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	$	435,101.00		
820	Debt Service Program	$	60,000.00		
930	Contingency Program	$	-		
Total General Fund				**$**	**2,400,000.00**
2011 MOTOR VEHICLE FUND					
330	Highways Program			**$**	**5,000.00**
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				**$**	**295,000.00**
9001 3% BD. OF BLDG. STANDARDS FEE					
130	Zoning Program			**$**	**500.00**
TOTAL APPROPRIATIONS ALL FUNDS				***$***	***2,993,000.00***

-Fiscal Officer inquired about staff salary rate increase for 2026, Trustees stated will be discussed in near future.

Motion to Approve Employee Appreciation Bonus

Motion was made by Scott Justin to approve the 2025 Employee Appreciation Bonus as follows (same as 2024) - Payable 12/12/2025
-$750.00—Full Time Employees
-$400.00—Regular Scheduled Part-time Employees
-$200.00—Zoning Board of Commission, Zoning Board of Appeals
seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye.
MOTION CARRIED **2025-11-218**

PUBLIC CONCERNS AND REQUESTS

Richard Polen: -Inquired if there were any updates regarding mowing at airport.
Trustee Justin stated "no" but he will continue to check.

Public Comment regarding potential MegaSite:

-Individual is very concerned with James Griner's conduct and would like to know what is status of having him removed from Zoning Board of Commission? ***Trustee Tyner stated time is needed to discuss with attorneys in meantime continue to send emails.***
-Individual commented that during the Zoning Board of Commission Meeting a paper was being passed back and forth amongst Board Members and no one in audience could hear what was being discussed. Individual is putting Mr. Griner and the Zoning Board of Commission "on notice" for how business was conducted.

Trustee Justin stated the attorney is putting together a survey inquiring what residents would like answered during public informational meeting. Stakeholders would like questions ahead of time so they can prepare and have answers. Trustee Tyner stated possible questions would be: 1. How is the budget being allocated? 2. What is the benefit to the community? 3. Will there be any tax abatement? Trustee Tyner continued that this meeting is being organized by NRT attorneys and this will be the first of many. She also stated, we will not be able to get the stakeholders here if they feel blindsided. This meeting will be organized so no duplicated questions will be asked. Trustee Tyner stated Representative Kellie Deeter is trying to get information from Team NEO but is not having any luck. Trustee Tyner stated how can a zoning change be considered if no one knows what is going on?

-David Sliman inquired if the 11/24/2025 Public Hearing could be pushed out further in order to get better information before deciding. Would like to explore all avenues before public hearings are held. ***Trustee Tyner stated not sure if hearing could be extended but with the addition of the new parcel it may be able to be extended***

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-Richard Polen noticed one Trustee is absent and would like to know her plans? He would like to know if NRT can appoint the new trustee now? ***Trustee Justin stated he spoke to Lorain County Prosecutor's Office and was told it would take some time to get process started and by then January 1st would have come and gone. Trustee Tyner stated she is having Benesch Law Firm look into it as well.***

-Individual was concerned about Mr. Griner's conduct at last meeting for not allowing Cynthia Breda to move to Board table from Alternate table, Mr. Griner stated its his discretion when to do so.

-Individual stated the Commissioners purchased land on Leo Bullock Parkway, why are they not building there?

STAFF REPORTS

Deputy Plemons: **Calls for Service**

-Oct. 24th, 44000 block of Oberlin Elyria Rd., reference a complaint of a neighbor cutting down a tree which would fall on adjacent property. Deputies and the fire department checked and everything was within compliance.
-Oct. 25th, Butternut Ridge Rd at Pyle Rd., deputies assisted with a (2) car motor vehicle accident.
-Oct. 26th, Rt. 58, deputies assisted w/ a car vs. deer accident.
-Oct. 26th, 43000 block of Albrecht Rd., assisted a person with getting property at a residence.
-Oct. 28th, Rt. 58, deputies assisted a female who was walking with crutches. Deputies gave her a ride into the City of Lorain,
-Nov. 1st, 46000 block of Butternut Ridge Rd., reference a fraud complaint.
-Nov. 2nd, 14000 block of RT. 58, a welfare check of an elderly resident, who later checked ok.
-Nov. 2nd. 12000 block of Quarry Rd., reference a disturbance between neighbors.
-Nov. 3rd, 47000 block of W. Hamilton St., deputies assisted EMS on a medical call.

NOTE: Over the last several weeks, I've gone door to door handing out scam notification letters. Those areas that were covered were Albrecht Rd., Russia Rd, from RT.58 to the Carlisle Twp. Limit, Butternut Ridge Rd., and W. Hamilton St.

John Honoshofsky: -Daily road checks continue, picked up leaves @ Cemetery, salted roads twice

TRUSTEE BUSINESS

Motion to Enter into Executive Session

Motion was made by Scott Justin to enter into Executive Session at 6:26 pm for employment discussion with intentions to hire and business to follow, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-219**

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Motion to Adjourn Executive Session

Motion was made by Scott Justin to adjourn Executive Session at 7:14 pm, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye.
MOTION CARRIED **2025-11-220**

Correspondence were reviewed and found in order.

Motion to Accept Zoning Board of Commission Member Resignation

Motion was made by Scott Justin to accept Cynthia Breda's resignation from the Zoning Board of Commission effective November 18, 2025, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-221**

Motion to Accept Zoning Inspector's Accelerated Resignation

Motion was made by Scott Justin to accept Daniel Jarven's accelerated resignation as Zoning Inspector effective November 11, 2025, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-222**

Motion to Approve Two (2) Laptop Purchases

Motion was made by Scott Justin to approve the purchase of two (2) Dell Pro 16 Laptops from ES Consultants at a cost of $3,642.94 replacing Zoning Inspector and Cemetery laptops, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye.
MOTION CARRIED **2025-11-223**

Motion to Approve Holiday Decorating

Motion was made by Scott Justin to approve holiday decorating from Robert Bari and Adam Fogle at a cost of $1,075.00, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-224**

Motion to Approve Lorain County Piecemakers Rental Rate

Motion was made by Scott Justin to approve the 2027 Rental Rate of "The Lodge" for Lorain County Piecemakers at $250.00 per month, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-225**

Motion to Approve Disposition of Property

Motion was made by Scott Justin to approve Disposition of Property of a Commercial Hot Pot, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye.
MOTION CARRIED **2025-11-226**

Motion to Approve Disposition of Property

Motion was made by Scott Justin to approve Disposition of Property for various outdated office/computer equipment to be given to ES Consultant to dispose/recycle, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye.
MOTION CARRIED **2025-11-227**

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Motion to Approve Year-End Meeting

Motion was made by Scott Justin to approve the 2025 Year-End Meeting on December 30, 2025 at 6:00 pm, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-228**

Motion to Approve 2026 Organizational Meeting

Motion was made by Scott Justin to approve the 2026 Organizational Meeting on January 1, 2026 at 10:00 am, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-229**

Motion to Hire Interim Zoning Inspector

Motion was made by Scott Justin to approve hiring Cynthia Breda as Interim Zoning Inspector effective November 18, 2025 until December 31, 2025 at a rate of $570.00 bi-weekly, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-230**

Motion to Hire Zoning Inspector

Motion was made by Scott Justin to approve hiring Charles McKinley as Zoning Inspector effective January 1, 2026 at a rate of $570.00 bi-weekly, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-231**

Motion to Hire Zoning Board of Commission Alternate

Motion was made by Scott Justin to hire Geoffrey Kudlo as a Zoning Board of Commission Member Alternate effective November 18, 2025, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-232**

-Trustee Tyner stated a Informational Meeting with Mega Site Stakeholders is being organized, possible dates could be 12/03/2025 or 12/08/2025 or 12/15/2025. In meantime, she will be attending a Team NEO Meeting.

-Trustee Justin stated we will reschedule the cancelled Special Meeting regarding Cemetery discussion after the first of the year.

Motion to Adjourn

Motion was made by Scott Justin to adjourn meeting at 7:26 pm, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2025-11-233**

AFFIRMED by R. Scott Justin at December 2, 2025 Regular Meeting

ATTESTED by Lisa Akers at December 2, 2025 Regular Meeting