RECORD OF PROCEEDINGS

Minutes of New Russia Township Trustee 2026 Organizational Meeting

HELD **January 1, 2026**

Fiscal Officer, Lisa Akers, called the 2026 Organizational Meeting to order on January 1, 2026 @ 10:00 am, followed by the Pledge of Allegiance.

Trustees: Cynthia Breda, Scott Justin and Michelle Tyner were present, as well as Fiscal Officer, Lisa Akers. Staff and Public: Charlie McKinley

-Fiscal Officer, Lisa Akers, asked for nominations from Board for 2026 Board Chairperson
*-Michelle Tyner nominated **Scott Justin** as Board Chairman for the 2026 Calendar Year.*

Motion to Elect 2026 Chairperson

Motion was made by Michelle Tyner to elect Scott Justin as the 2026 Chairman of the Board of Trustees, seconded by Cynthia Breda. RCV: Michelle Tyner—aye; Cynthia Breda—aye; Scott Justin—aye. **MOTION CARRIED** **2026-01-277**

-Fiscal Officer, Lisa Akers, asked for nominations from Board for 2026 Vice-Chairperson
*-Scott Justin nominated **Michelle Tyner** as Vice-Chairperson for the 2026 Calendar Year.*

Motion to Elect 2026 Vice Chairperson

Motion was made by Scott Justin to elect Michelle Tyner as 2026 Vice Chairperson of the Board of Trustees, seconded by Cynthia Breda. RCV: Scott Justin—aye; Cynthia Breda—aye; Michelle Tyner—aye. **MOTION CARRIED** **2026-01-278**

Chairman Justin assumed duties at this time.

Motion to Establish Meeting Schedule

Motion was made by Scott Justin to establish meeting schedule as the first and third Tuesday of each month, 6:30 pm at the Administrative Building, with Summer Schedule being 1st Tuesday ONLY for June, July, August at 6:30 pm, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye.
MOTION CARRIED **2026-01-279**

Motion to Approve Confirmation of 2025 Resolutions

Motion was made by Scott Justin to approve the confirmation of the following 2025 Resolutions for Calendar Year 2026:

1. Pay 2026 Trustees/Fiscal Officer at Maximum Level as provided by ORC 505.24 and 507.09.
2. 2026 Temporary Appropriations $2,993,000.00
3. Provide Health Benefits per ORC 505.60 through 505.603
4. Authorize attendance of Officials and approved staff to the OTA Conference and Miscellaneous conferences/seminars authorized by the Board of Trustees for CY 2026. Mileage to be paid at maximum federal allowed rate per mile.

seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye. **MOTION CARRIED** **2026-01-280**

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Motion to Establish Purchasing Authority and Limits

Motion was made by Scott Justin to establish purchasing authority and limits without pre-authorization by the Board of Trustees as follows:

Trustees—$2000.00; Fiscal Officer—$2000.00; Service Manager—$1500.00

seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye. **MOTION CARRIED** **2026-01-281**

Motion to Establish Fiscal Officer Authority

Motion was made by Scott Justin to establish the following Fiscal Officer Authority:

-Make Supplemental Appropriations as needed to conduct Township Business
-Execute wire transfers to and from investment accounts as needed to conduct Township business

seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye. **MOTION CARRIED** **2026-01-282**

Motion to Appoint Central LC Ambulance District Representative

Motion was made by Scott Justin to appoint Cynthia Breda as representative of NRT to the Central LC Ambulance District and Michelle Tyner as alternate, seconded by Cynthia Breda. RCV: Scott Justin—aye; Cynthia Breda—aye; Michelle Tyner—aye.

MOTION CARRIED **2026-01-283**

Motion to Appoint Zoning Inspector

Motion was made by Scott Justin to appoint Charles McKinley as Zoning Inspector of NRT, seconded by Michelle Tyner—aye. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye. **MOTION CARRIED** **2026-01-284**

Motion to Appoint Fire Prevention Officers

Motion was made by Michelle Tyner to appoint the following Fire Prevention Officers:

1. Oberlin—Fire Chief of respective service area
2. South Amherst—Fire Chief of respective service area

seconded by Cynthia Breda. RCV: Michelle Tyner—aye; Cynthia Breda—aye; Scott Justin—abstain. **MOTION CARRIED** **2026-01-285**

-Rental Rates for 2028 will increase 3% and will be reviewed and possibly approved at the January 20, 2026 Regular Meeting.

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Minutes of New Russia Township Trustee 2026 Organizational Meeting

HELD **January 1, 2026**

Motion to Approve Zoning Fee Schedule

Motion was made by Scott Justin to maintain current Zoning Fee Schedule for 2026 Calendar Year, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye. **MOTION CARRIED** **2026-01-286**

Motion to Set Dumpster Dates and Times

Motion was made by Scott Justin to set the following Dumpster Dates (time remains same):

April 17,18,19	June 12,13,14	October 16,17,18
May 15,16,17	September 18,19,20	

seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye. **MOTION CARRIED** **2026-01-287**

Motion to Confirm Non-Participation in 2026 Pride Day

Motion was made by Scott Justin to confirm Non-Participation in 2026 Pride Day, seconded by Cynthia Breda. RCV: Scott Justin—aye; Cynthia Breda—aye; Michelle Tyner—aye; . **MOTION CARRIED** **2026-01-288**

Motion to Appoint Representative to Lorain County Rural Water Board

Motion was made by Scott Justin to appoint Michelle Tyner as Representative to Lorain County Rural Water Board, seconded by Cynthia Breda. RCV: Scott Justin—aye; Cynthia Breda—aye; Michelle Tyner—aye.
MOTION CARRIED **2026-01-289**

Motion to Appoint Personal Information Designee

Motion was made by Scott Justin to appoint Lisa Akers, Fiscal Officer as NRT Personal Information Designee, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye. **MOTION CARRIED** **2026-01-290**

Motion to Approve Employee Cell Phone Reimbursement

Motion was made by Scott Justin to approve Employee Cell Phone Reimbursement @ $55.00/month for designated employees; seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye.
MOTION CARRIED **2026-01-291**

Motion to Approve Furnishing of Uniforms

Motion was made by Scott Justin to approve furnishing uniforms from designated uniform company for full-time staff for 2026, seconded Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye.
MOTION CARRIED **2026-01-292**

RECORD OF PROCEEDINGS

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HELD **January 1, 2026**

Motion to Approve Continuation of Govdeals to Dispose of Township Property

Motion was made by Cynthia Breda to approve continued use of Govdeals to dispose of Township Property, seconded by Scott Justin. RCV: Cynthia Breda—aye; Scott Justin—aye; Michelle Tyner—aye. **MOTION CARRIED** **2026-01-293**

Motion to Confirm Blanket Certificate Purchase Order Limit

Motion was made by Scott Justin to confirm Blanket Certificate Purchase Order limit @ $5,000.00 as originally approved 3/20/2018, Motion #2018-03-10, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye.
MOTION CARRIED **2026-01-294**

Motion to Appoint Representative to LORCO Board

Motion was made by Cynthia Breda to appoint Scott Justin as representative from NRT to LORCO Board, seconded by Michelle Tyner. RCV: Cynthia Breda—aye; Michelle Tyner—aye; Scott Justin—aye. **MOTION CARRIED** **2026-01-295**

Motion to Approve Road Salt Protection Purchase

Motion was made by Scott Justin to approve road salt protection purchase from Lorain County Engineer for the winter season, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye. **MOTION CARRIED** **2026-01-296**

Motion to Cancel Regular Trustee Meeting

Motion was made by Scott Justin to cancel the January 6, 2026 Regular Trustee Meeting, seconded by Michelle Tyner. RCV: Scott Justin—aye; Michelle Tyner—aye; Cynthia Breda—aye.
MOTION CARRIED **2026-01-297**

Motion to Approve Employee Evaluations Special Meeting

Motion was made by Scott Justin to approve the Employee Evaluations Special Meeting for Saturday, January 10, 2026 at 8:00 am, seconded by Cynthia Breda. RCV: Scott Justin—aye; Cynthia Breda—aye; Michelle Tyner—aye.
MOTION CARRIED **2026-01-298**

Motion to Adjourn

Motion was made by Cynthia Breda to adjourn meeting at 11:11 am, seconded by Scott Justin. RCV: Cynthia Breda—aye; Scott Justin—aye; Michelle Tyner—aye.
MOTION CARRIED **2026-01-299**

AFFIRMED by Scott Justin at January 20, 2026 Regular Meeting

ATTESTED by Lisa Akers at January 20, 2026 Regular Meeting