

Austinburg Township Minutes
January 20, 2026

The Public Hearing meeting was called to order at 7:30 pm by John Kusar in regards to Case 2025-006-Austinburg Township Zoning Text Amendment. This amendment is in regards to multi-unit retail buildings. In attendance were Rob Lapuh, Laurie Robishaw, Bill Wilms, Ted Seifert, David Gottwig, Elaine Schafer Steve Shafer, and Miguel Defina. Ted Seifert asked for a summary about what the new zoning text was about. Those that already have multi-unit retail buildings are grandfathered in however this is for new construction. The text sets standards of size and parking availability. John moved to close the public hearing. The public meeting was closed at 7:35 pm.

The regular meeting of the Austinburg Township Board of Trustees opened at 7:36 pm. In attendance were Rob Lapuh, Laurie Robishaw, Bill Wilms, Ted Seifert, David Gottwig, Elaine Schafer Steve Shafer, and Miguel Defina.

The roll call; Haase, aye. Dutton, absent. Kusar aye.

Res. 25-26 John moved to accept the minutes as written, Pete seconded. The roll call; Haase, aye. Dutton, absent. Kusar aye.

Res. 26-26 John moved to pay the bills, Pete seconded. The roll call; Haase, aye. Dutton, absent. Kusar, aye. Bills paid were \$32,748.39 and receipts were \$1,740.63.

In terms of correspondence, we received an email that the Ashtabula County Township Assoc meeting was canceled on Jan. 15 because of the weather. The next meeting is February 19 at the County Engineers Office. There will be a RAM Clinic April 11-12, 2026 at Lakeside Junior High School. We received a letter from the Ashtabula County Commissioners about a road viewing on Wednesday, Feb. 4 at 1:30 pm and on Thursday, Feb.5 at 2:30 pm in regards to the request of vacating a portion of Tote Road. We received an email from the Zoning Secretary to review and certify the zoning map drafted by the County and approved by the Chair, Vice-Chair, and Zoning Administrator. We received two letters from the Ohio Department of Commerce in regards to a liquor license for 2348 State Rt 45 which is the old Mr. C's location and 1770 Mill Street which is Jewels Dance Hall & Saloon. We received a thank you card from Tree Tyme Nursery.

The Fiscal Officer reported we received a letter from the Ashtabula County Emergency Management Agency in regards to the Countywide Agreement which includes the Urban Search and Rescue Region 2 and AGL Bomb Squad for \$88.24.

Res. 27-26 John moved to go with the Countywide Agreement, for 2026, Pete seconded. The roll call; Haase, aye. Dutton, absent. Kusar aye.

Zoning Administrator Rob Lapuh reported that he has a meeting with Hampton Inn on Monday to go over the plans for the proposed new hotel behind Burger King. Trustee Kusar has asked Rob to get with the County Prosecutor about trying to get the letter resent or hand delivered to the resident on Mill Creek Rd. Mrs. Schafer had questions in regards to things discussed at a previous meeting in regards to vacating Tote Rd off Lampson Rd. Mrs. Schafer also asked about the proposed new winery and proposed lodging going in at Route 307 and Mechanicsville Rd.

Fire Chief Wilms reported that the SCBAs are getting inspected now. He will then have a better idea of how many SCBAs need to be replaced.

Road Sup no report.

Pete reported that the furnace downstairs in the kitchen of the Townhall was repaired today. They are still waiting on parts for the furnace in the Fire station. Pete reported that the Ashtabula County Engineers Office is working on the specs of our OPWC Grant Round 40

Austinburg Township Minutes
January 20, 2026

which will be for fixing storm drainage. Pete signed for the road mileage for 2026 however it will need one more signature from a Trustee. John said he spoke with Penn Ohio and we are locked in for the Township Clean Up Day. Clean Up Day will be Saturday, May 9th from 8:00 am – 12:00 pm.

Res. 28-26 John moved to accept the zoning changes in regards to the multi-unit retail buildings, Pete seconded. The roll call; Haase, aye. Dutton, absent. Kusar aye.

Resident Miguel DeFina spoke on the issues he has been having with people using the Tote Road Park. Miguel DeFina said he has had people trespassing on his property, trapping on his property, and leaving remnants of illegal drugs. He has signs up saying “No Trespassing” but people keep taking them down. Laurie Robishaw Zoning Board Chairman explained if we have zoning map questions to refer them to David Gottwig. Laurie Robishaw said that when she has been going to view the website, she is getting a message that the bandwidth limit is limited. John explained we are in the process of changing over our website. Laurie Robishaw also reminded the Trustees that Clare Polak’s term on the zoning board has expired.

Res. 29-26 Pete moved to reinstate Clare Polak to the zoning board, John seconded. The roll call; Haase, aye. Dutton, absent. Kusar aye.

Res. 30-26 John moved to adjourn the meeting at 8:09 pm, Pete seconded. The roll; Haase aye. Dutton, absent, Kusar, aye.



Kanda O’Dell, Fiscal Officer



John Kusar, Chairman