

Auburn Township Administration Building February 3, 2020 Page 1

Held —The meeting of the Auburn Township Board of Trustees was called to order at 7:30 p.m. by Chairman John A. Eberly. All Trustees were present.

The Pledge of Allegiance was led by Eric Ford.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to approve the minutes of the Regular Meeting of the Board of Trustees held on January 20, 2020. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

REPORTS:

Frank Kitko, Zoning Inspector, presented his zoning report for January reflecting 5 applications received and 5 permits issued. He presented his recommended zoning application fees for 2020. The Trustees reviewed his recommendations.

Motion by Patrick J. Cavanagh seconded by John A. Eberly to adopt the 2020 Zoning Application Fee Schedule as revised and presented. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

Mr. Kitko presented that there was a problem with one of the phones in the zoning office. The Trustees spoke to looking into a phone system. They will research other townships to see what phone system they are using.

Emerick Gordon, Township Highway Superintendent, gave the following report for January:

- January saw 12 weather events that required 20 rounds of plowing and or salting. The total usage of deicing materials was 481 tons which brings the month's average to 633 tons. We are currently running about 80 tons less than average for the first half of winter service season. There is about 826 tons of road salt in our dome.
- There was one high wind event that did bring down several trees on January 12th.
- Patching of potholes was performed on two different occasions with approximately 1 ton of material used.
- We did have two speed limit signs taken out by cars running off the roadway.
- The county engineers office has been monitoring and enforcing the cleaning of mud and debris left on Shaw Rd. due to the oil wells that are being installed. The logging that is being done on an adjacent neighbor's property does not fall under highway use and the township has been watching this job site.
- We have had dialogue with the county engineer's office concerning our 2020 capital improvement projects and everything is moving forward.

Emerick spoke to the Resolutions proposed by the Geauga County Engineer for Convenience and Necessity and a Memorandum of Understanding to provide pavement markings on township roads. He recommended the MOU for striping. Trustee Cavanagh read the MOI.

Motion by Patrick J. Cavanagh seconded by Michaels S. Troyan to enter into a Memorandum of Understanding between the Auburn Township Board of Trustees and the Geauga County Engineer for the application of pavement markings to various roads in Auburn Township to which the estimated cost is \$10,000.00 but the final cost will be based upon bid unit prices and actual quantities installed. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

Discussion as to sharing costs with Mantua ensued. Emerick will keep Mantua informed.

Michael S. Troyan spoke to the 2020 NOPEC Energized Community Grant awarded to Auburn in the amount of \$20,200.00. He spoke to the Auburn Fire Station conversion to LED lighting project which was started last year. An estimate to convert the entire facility to LED was presented from Triple A. Electric, Inc. for \$26,926.00. In 2019 the project was started utilizing \$11,646.00 of the 2019 NOPEC Energized Community Grant. Mr. Troyan would like to use a portion of this year's NOPEC grant to finish the fire station project.

Held _____

REPORTS (continued):

Motion by Michael S. Troyan seconded by John A. Eberly to complete the Auburn Fire Station LED Conversion Project using \$15,280.00 of the 2020 NOPEC Energizing Community Grant awarded to Auburn Township. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

Fredrick May, Fiscal Officer, presented an Appropriations Report, Fund Status Report, Revenue Report and a Payment Report listing warrants 5642 through 5661 for a total of \$39,606.41. He presented a "Cost of Community Services Studies" which was passed along to him by a resident.

Patrick J. Cavanagh spoke to the NatureWorks grant and the agreement made with ODNR. He suggested we may want to consider having CRWP administer the grant.

John A. Eberly spoke to what type of pavilion we might want. He suggested building one similar to the South Russell pavilion to which he has obtained plans. He spoke of adding gutters and making a few changes.

OLD BUSINESS:

The Trustees discussed the NOPEC Community Grant in the amount of \$1,500.00.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to divide the NOPEC Community Grant evenly and recommended \$375.00 be awarded to the following civic groups in Auburn Township: Boy Scouts 101, Cub Scouts, Giggles & Stitches 4H, and the Kenston Girl Scout Troops. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

The Trustees discussed joining Ohio Township Association CLOUT.

Motion by Patrick J. Cavanagh seconded by John A. Eberly to adopt Resolution 2020-06 authorizing Auburn Township to be a member of Ohio Township Association CLOUT and to pay the annual CLOUT membership dues. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

The Trustees discussed the seasonal position at the Road Department.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to change James Vannoy's seasonal employment to permanent part-time status to include 32 hours per week, starting February 3, 2020 at \$15.00 per hour for a probationary period of 4 months. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

NEW BUSINESS:

The Trustees discussed and executed the 2019 Township Highway System Mileage Certification received from ODOT stating 54.031 miles.

The Trustees discussed a quote received for Auburn Community Park signage.

Motion by Patrick J. Cavanagh seconded by John A. Eberly to contract with EasySign to design, construct and install signage on the storage building in the park for a total of \$2,550.00. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

The Trustees discussed representatives for Chagrin River Watershed Partners.

Motion by John A. Eberly seconded by Patrick J. Cavanagh to appoint Michael S. Troyan as representative and Patrick J. Cavanagh as alternate representative to CRWP. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

The Trustees discussed a liquor license request for Sun Valley.

Auburn Township Administration Building February 3, 2020 Page 3

Held _____

NEW BUSINESS (continued):

Motion by Patrick J. Cavanagh seconded by John A. Eberly to forego a hearing for the liquor license request for Sun Valley. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

The Trustees discussed Capital Improvement Projects.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to accept Resolution 2020-08 of Convenience & Necessity for the Improvements of Various Roads in Auburn Township and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

Motion by Michael S. Troyan seconded by John A. Eberly to give Kenston Football a certificate for a rent free event at Adam Hall. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

PUBLIC COMMENTS:

The Trustees and Fiscal Officer satisfied questions about the proposed park pavilion and some warrants.

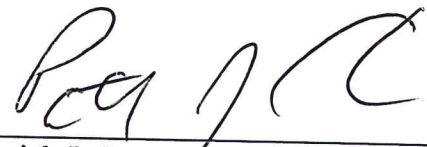


EXECUTIVE SESSION:

Motion at 8:34 p.m. by John A. Eberly seconded by Michael S. Troyan to go into Executive Session for the purpose of interviewing 2020 Zoning Boards applicants. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

Eric Ford was invited into Executive Session.

Motion at 9:02 p.m. by Michael S. Troyan seconded by Patrick J. Cavanagh to exit Executive Session. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

Motion by John A. Eberly seconded by Michael S. Troyan to adjourn the meeting VOTE: Troyan, yes; Cavanagh, yes. The motion passed. The meeting was adjourned at 9:03 p.m.


Fredrick May, Fiscal Officer
Patrick J. Cavanagh, Chairman
Michael S. Troyan, Trustee
John A. Eberly, Trustee2-17-20
Date

Payment Listing

UAN v2020.1

February 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
5642	02/03/2020	02/03/2020	AW	GOV DEALS	\$1,440.00	O
5643	02/03/2020	02/03/2020	AW	SUNRISE SPRINGS WATER COMPANY	\$160.00	O
5644	02/03/2020	02/03/2020	AW	WEX BANK	\$1,887.84	O
5645	02/03/2020	02/03/2020	AW	CCT FINANCIAL	\$115.00	O
5646	02/03/2020	02/03/2020	AW	MEDICAL MUTUAL OF OHIO	\$24,924.77	O
5647	02/03/2020	02/03/2020	AW	AUBURN FENCE CORP.	\$1,623.00	O
5648	02/03/2020	02/03/2020	AW	RUTH CAVANAGH	\$280.10	O
5649	02/03/2020	02/03/2020	AW	MATTHEW BLOWERS	\$600.00	O
5650	02/03/2020	02/03/2020	AW	ARAMARK	\$472.70	O
5651	02/03/2020	02/03/2020	AW	BURNHAM & FLOWER	\$390.00	O
5652	02/03/2020	02/03/2020	AW	BALLENTINE'S PEST CONTROL	\$165.00	O
5653	02/03/2020	02/03/2020	AW	DELTA DENTAL	\$694.44	O
5654	02/03/2020	02/03/2020	AW	ILLUMINATING CO.	\$3,491.95	O
5655	02/03/2020	02/03/2020	AW	GILLMORE SECURITY SYSTEMS, INC.	\$1,943.65	O
5656	02/03/2020	02/03/2020	AW	JUDCO	\$506.00	O
5657	02/03/2020	02/03/2020	AW	NEOPOST, INC.	\$139.00	O
5658	02/03/2020	02/03/2020	AW	OHIO EDISON	\$16.10	O
5659	02/03/2020	02/03/2020	AW	OHIO TOWNSHIP ASSOCIATION	\$200.00	O
5660	02/03/2020	02/03/2020	AW	VISION SERVICE PLAN - (OH)	\$256.86	O
5661	02/03/2020	02/03/2020	RW	TEAMSTERS LOCAL UNION 507	\$300.00	O
Total Payments:					\$39,606.41	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$39,606.41	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

RESOLUTION # 2020-09

MEMORANDUM OF UNDERSTANDING
BETWEEN THE AUBURN TOWNSHIP BOARD OF TRUSTEES
AND THE GEAUGA COUNTY ENGINEER
FOR THE APPLICATION OF PAVEMENT MARKINGS
TO VARIOUS TOWNSHIP ROADS, YEAR 2020
Auburn Township, Geauga County, Ohio

WHEREAS, the public interest demands the improvement hereinafter described;

WHEREAS, approximately 4.06 miles of Auburn Township maintained roads are in need of improvement by application of pavement markings; and

WHEREAS, the Geauga County Engineer's Office improves a portion of County-maintained highways by the application of pavement markings through its annual application of pavement marking project, herein hereinafter called the "Project"; and

WHEREAS, the public interest is best served through the cooperation of the Geauga County Engineer and the Auburn Township Board of Trustees to improve the various Township maintained roadways.

NOW THEREFORE, BE IT RESOLVED, by the Auburn Township Board of Trustees, Geauga County, Ohio, that:

SECTION I. The public interest demands the improvement and maintenance of the roads situated in Auburn Township.

SECTION II. The Geauga County Engineer has offered to be the lead agent to improve the various roads maintained by Auburn Township.

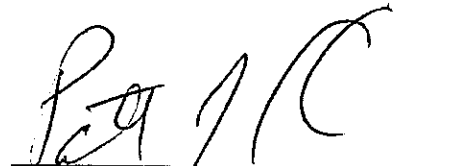
SECTION III. The Auburn Township Board of Trustees wish to participate and the funds for the reimbursement shall come from funds available to Auburn Township to improve and repair roads and related items.

SECTION IV. The Auburn Township Board of Trustees agrees to fund a portion of the total cost of the improvements performed in conjunction with the Project. The division of funds will be based upon the centerline straight line mileage of work performed. The County Engineer's estimate for the Township portion is \$10,000.00, but final cost will be based upon bid unit prices and actual quantities installed. The funds shall be reimbursed to the Geauga County Engineer within thirty (30) days of the completion and acceptance of the work, but before payment to the Contractor by the Geauga County Engineer.

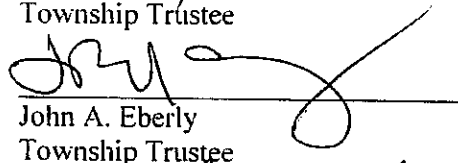
SECTION V. The Geauga County Engineer is hereby empowered and directed on behalf of the Auburn Township Board of Trustees to enter into contracts and agreements with the lowest and most qualified bidder to complete the construction of the improvement.

BE IT FURTHER RESOLVED, that the Auburn Township Fiscal Officer is hereby instructed to transmit both original signed copies of this resolution to the Geauga County Engineer for acceptance. Upon acceptance by the County Engineer, one original copy will be returned to the Township.

AGREED AND APPROVED BY:



Patrick J. Cavanagh
Township Trustee




John A. Eberly
Township Trustee



Michael S. Troyan
Township Trustee

ATTEST:



Frederick May
Township Fiscal Officer

Date: 2/3/2020

GEAUGA COUNTY ENGINEER

The foregoing is accepted as a basis for proceeding with the improvements herein described:

AGREED AND ACCEPTED BY:


Joe Cattell, PE, PS
Gauga County Engineer

Date: 2-12-20

Office of the Geauga County Engineer
ESTIMATE OF COST
Auburn Township, Geauga County
PM-AUB-V-2020

NJG 1/23/2020

<i>Item</i>	<i>Description</i>	<i>Quantity</i>	<i>Unit Price</i>	<i>Total Price</i>
103	Contract Performance Bond and Premium	1 LUMP	\$110.00	\$95.00
614	Maintaining Traffic	1 LUMP	\$ 220.00	\$185.00
624	Mobilization	1 LUMP	\$ 225.00	\$225.00
643	Edge Line	8.12 MILE	\$ 600.00	\$4,872.00
643	Center line	4.06 MILE	\$ 1,050.00	\$4,263.00

SUB-TOTAL: \$9,640.00
\$360.00

USE TOTAL: \$10,000.00

Notes:

TR 186 - Taylor May Rd. - Bainbridge Twp Line to Munn Road	1.280 Miles
TR 195 - Bartholomew Road - Quinn Rd. to Munn Rd.	0.635 Miles
TR 196 - Quinn Rd - Taylor May to Crystal Trail	1.230 Miles
TR 269 - Crackle Rd - Aurora/Bainbridge Line to Munn Road	0.915 Miles

Total 4.060 Miles

RESOLUTION OF CONVENIENCE & NECESSITY FOR
THE IMPROVEMENTS OF VARIOUS ROADS
Auburn Township, Geauga County, Ohio

WHEREAS, the Auburn Township Board of Trustees (Board) has determined that the public convenience and welfare require the improvement of Snow Road (TR 145) from Stafford Road to the Newbury Township Line, Bartholomew Road (TR 195) from Auburn Road (CH 4) to Ravenna Road (SR 44), Wing Road (TR 198) from Washington Street (CH 606) to Stafford Road, Brookfield Drive (TR 740), Cinnabar Trail (TR 878), Chanticleer Court (TR 981), Chateau Trail (TR 982), Champlain Trail (TR 983), Alex Way (TR 1020), and Stella Lane (TR 1021), and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by a unanimous vote of the Board that the public convenience and welfare requires the improvement by repairing the existing pavement and embankments, replacing culverts, improving drainage structures, asphalt resurfacing, application of chip seal, stabilizing the shoulders, and related improvements, as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.

BE IT FURTHER RESOLVED that the costs and expenses of said improvement shall be apportioned as follows:

The right of way costs, if any and the construction costs for the project shall be paid from local funding sources and state grants and/or loan funds should they be available for this project. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Voting thereon:



Patrick J. Cavanagh

Vote:

2-3-20



John A. Eberly

2/3/2020



Michael S. Troyan

2/3/2020

I, Frederick L. May, Fiscal Officer of the Auburn Township Board of Trustees, Geauga County, Ohio certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on 2/3, 2020.



Frederick L. May, Fiscal Officer

**NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC)
ENERGIZED COMMUNITY GRANT PROGRAM
(2020 NEC GRANT(S))**

RESOLUTION 2020-07

**AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT NORTHEAST OHIO
PUBLIC ENERGY COUNCIL (NOPEC) 2020 ENERGIZED COMMUNITY GRANT**

WHEREAS, AUBURN TOWNSHIP, GEAUGA COUNTY, OH is a member of the Northeast Ohio Public Energy Council ("NOPEC") and is eligible for one or more NOPEC Energized Community Grant(s) for 2020 ("NEC Grant(s)") as provided for in the NEC Grant Program guidelines; and

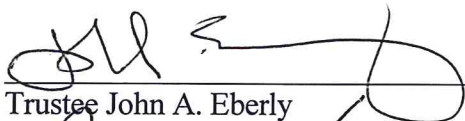
WHEREAS, AUBURN TOWNSHIP, GEAUGA COUNTY, OH wishes to enter into a Grant Agreement with NOPEC, Inc. in substantially the form presented to this Board to receive one or more NEC Grant(s); and

NOW, THEREFORE, BE IT ORDAINED BY THE AUBURN TOWNSHIP BOARD OF TRUSTEES, COUNTY OF GEAUGA, AND STATE OF OHIO, THAT:

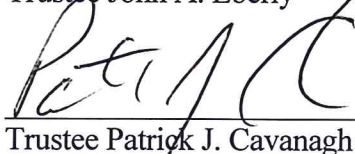
SECTION 1. THE AUBURN TOWNSHIP BOARD OF TRUSTEES finds and determines that it is in the best interest of AUBURN TOWNSHIP to enter into the Grant Agreement to accept the NEC Grant(s) for 2020.

SECTION 2. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this **RESOLUTION 2020-07** were taken in an open meeting of this Board of Trustees and that all deliberations and formal actions of this Board were in meetings open to the public in compliance with the law.

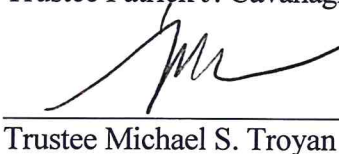
DATED ADOPTED: February 3, 2020



Trustee John A. Eberly



Trustee Patrick J. Cavanagh



Trustee Michael S. Troyan

I, Fredrick May, Fiscal Officer for the Auburn Township Board of Trustees, certify that the foregoing is a true and correct copy of the Resolution adopted at a legally convened Board meeting held on February 32, 2020.



Fredrick May

RESOLUTION 2020-06

The Board of Trustees of AUBURN TOWNSHIP, GEAUGA COUNTY, Ohio
Met in regular session at Auburn Township Administration Building on FEBRUARY 3, 2020
with the following members present: TRUSTEE JOHN A. EBERLY, TRUSTEE PATRICK J.
CAVANAGH, and TRUSTEE MICHAEL S. TROYAN.

PATRICK J. CAVANAGH

MOVED the adoption of the following resolution:

WHEREAS, Section 505.241 of the Ohio Revised Code grants the authority to a board of township trustees to authorize its elected officers to join an association or nonprofit organization formed for the improvement of township government; and

WHEREAS, Section 505.2341 of the Ohio Revised Code further grants the authority of a board of township trustees to appropriate from its General Fund an amount sufficient to pay the dues, subscription costs, or membership charges of such association or nonprofit organization; and

WHEREAS, the Coalition of Large Ohio Urban Townships (hereinafter referred to as CLOUT), which is a part of the Ohio Township Association, qualifies as an association or nonprofit organization formed for the improvement of township government within the meaning of Section 505.241 of the Ohio Revised Code; and

WHEREAS, AUBURN TOWNSHIP is eligible to be a member of CLOUT based on its population in the unincorporated area of 6,500; and

WHEREAS, the Board desires to participate as members of CLOUT;

NOW THEREFORE BE IT RESOLVED THAT the Board of Township Trustees of AUBURN TOWNSHIP, GEAUGA COUNTY, Ohio hereby authorizes AUBURN TOWNSHIP to become a member of CLOUT, as part of the Ohio Township Association, and to pay the annual CLOUT membership dues.

MICHAEL S. TROYAN

SECONDED the motion to adopt the Resolution. Upon roll call, the vote was follows:

JOHN A. EBERLY

YES

PATRICK J. CAVANAGH

YES

MICHAEL S. TROYAN

YES

RESOLUTION # 2020-06 adopted February 3, 2020

RESOLUTION 2020-5

The Board of Trustees of Auburn Township, Geauga County, Ohio met in regular session on the 20th day of January, 2020:

Present Were:

Michael S. Troyan

Patrick J. Cavanagh

John A. Eberly

PATRICK J. CAVANAGH moved for the adoption of the following resolution:

BE IT RESOLVED by the Board of Trustees of Auburn Township, Geauga County, Ohio, that Auburn Township accepts the Agreement to contract with the State of Ohio and accept funding assistance, not to exceed \$30,145 from Ohio's twenty-sixth round of NatureWorks Local Assistance Grant Program to help fund the construction of the Auburn Community Park Pavilion.

JOHN A. EBERLY seconded the resolution and the roll being called upon its adoption the vote resulted as follows:

Michael S. Troyan	<u>yes</u>
Patrick J. Cavanagh	<u>yes</u>
John A. Eberly	<u>yes</u>

Adopted this 20th day of JANUARY, 2020



Fredrick L. May, Fiscal Officer