

Auburn Township Administration Building April 6, 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 Jim Dixon.

**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 March 2, 2020. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.**

**Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to approve the minutes of the Regular Meeting of the Board of Trustees held on March 16, 2020. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.**

**Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to approve the minutes of the Special Meeting of the Board of Trustees held on March 30, 2020. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.**

**John A. Eberly read the following March road report submitted by Emerick Gordon, Township Highway Superintendent:**

- March saw one weather event that required one round of plowing and salting. Twenty three tons of deicing material was used which also represents the total use for the month. The new average for March is 157 tons. The total use for the 2019 / 2020 winter season was 1637 tons which brings our new yearly average use to 1750 tons. Currently we have approximately 1600 tons of road salt in our dome. If we choose to use the +10% amount allowed in the ODOT contract we can order an additional 200 tons of salt @\$64.39 per ton and achieve a full dome with 1800 tons (just over an average season's amount). This coupled with the new ODOT contract's 2000 ton committed amount affords us the ability to have 3800 tons of salt available.
- The surveying by the Geauga County Engineers Office was completed on Stafford Rd. between Messenger and S.R.44 with the centerline marked and the right of way stakes set. The potential awarding of the OPWC grant should be in early July. The clearing of brush and small trees was done on the Bartholomew Rd. chip seal to asphalt conversion project between Auburn Rd. and S.R.44. Mr. Eberly and I did attend a meeting at the GCE office to participate in a discussion concerning the new proposed Geauga County Subdivision Specs that are to be submitted to the county commissioners.
- There were a few downed tree call outs, one at E. Washington and S.R.44, one on Taylor May Rd. and one on Fox Rd.
- Cold Patching was done on various roads. The asphalt roads were rated and we are preparing the list to be put out for bid for crack seal.
- Between Saturday the 28<sup>th</sup> and Sunday the 29<sup>th</sup> we did experience a 100 year rainfall event which did overload our drainage infrastructure capacity. Water was observed flowing over several roads including but not limited to Taylor May, Bartholomew, Quinn, Snow and Stafford roads. Several trees were down but not on any township roads. As a result we fielded several calls asking assistance in cleanup of debris that filled the ditches.
- There were no interments for the month in the cemeteries.

**7:40 PM RFP OPENING:**

There was one proposal for Construction Manager received.

**ESSENTIAL BUSINESS:**

**Motion by John A. Eberly seconded by Patrick J. Cavanagh to adopt Resolution 2020-13 stating the sole proposal received from J. Dixon Company as qualified to provide Construction Manager Services for the new park pavilion and the Board of Trustees shall pursue the negotiation of an appropriate contract with J. Dixon Company. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.**

Hold  
**ESSENTIAL BUSINESS:**

The Trustees negotiated a fee for services with Jim Dixon.

Motion by Michael S. Troyan seconded by John A. Eberly to accept the negotiated fee of 10% at \$13,500.00 for Construction Manager Services for the proposed pavilion at Auburn Community Park that will be provided by the J. Dixon Company. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

Motion to accept and contract with J. Dixon Company for Construction Manager Services subject to the County Prosecutors approval. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to advertise for a Design Build Team for the park pavilion project. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

The RFP for Design Build Team deadline will be 4:00 PM on May 15, 2020. The proposals will be opened at the regular meeting at 7:40 PM on May 18, 2020.

Trustee Eberly summarized the letter received from the Geauga County Engineer recommending Chagrin Valley Paving for the Asphalt Resurface project.

Motion by John A. Eberly seconded by Michael S. Troyan to award and contract with Chagrin Valley Paving, per the Engineer's recommendation, for the Asphalt Resurface of Various Roads in Auburn Township for a total of \$903,417.60. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed.

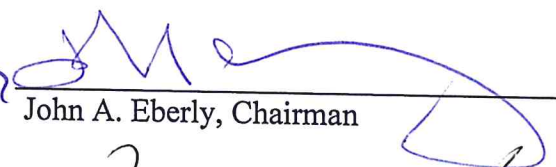
John A. Eberly discussed notice that the Department on Aging cancelled the Senior Large Trash Item Pick Up due to COVID-19. In light of Governor Mike DeWine's orders of social distancing, the Trustees cancelled Auburn's Large Item Trash Drop-Off along with the annual Roadside Litter Pick-Up. There is a possibility of rescheduling these events in the fall. Memorial Day services will also be cancelled this year.


Patrick J. Cavanagh announced the American Red Cross will be holding a blood drive at Adam Hall on April 16, 2020. Donors must pre-register on line. A link to register can be found on the township website. He went over a proposed "work from home" policy.

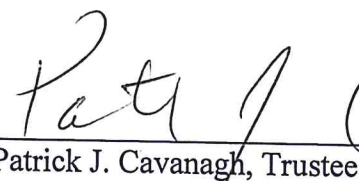
Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to approve the Teleworking Policy for Auburn Township. VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes.

Motion by John A. Eberly seconded by Patrick J. Cavanagh to adjourn the meeting VOTE: Troyan, yes; Cavanagh, yes; Eberly, yes. The motion passed. The meeting was adjourned at 8:52 p.m.

  
Fredrick May, Fiscal Officer

  
John A. Eberly, Chairman

  
Michael S. Troyan, Trustee

  
Patrick J. Cavanagh, Trustee

4-20-20  
Date

## Payment Listing

April 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
5745	04/06/2020	04/06/2020	AW	JOHN SZOKA	\$433.80	O
5746	04/06/2020	04/06/2020	AW	MICHAEL S. TROYAN	\$433.80	O
5747	04/06/2020	04/06/2020	AW	GEAUGA COUNTY DEPT OF WATER RESO	\$139.34	O
5748	04/06/2020	04/06/2020	AW	ARAMARK	\$508.78	O
5749	04/06/2020	04/06/2020	AW	DOMINION EAST OHIO	\$1,174.06	O
5750	04/06/2020	04/06/2020	AW	J.F.D. LANDSCAPES	\$19,326.02	O
5751	04/06/2020	04/06/2020	AW	LIQUIDITY SERVICES OPERATIONS, LLC	\$7.50	O
5752	04/06/2020	04/06/2020	AW	MERITECH, INC.	\$584.63	O
5753	04/06/2020	04/06/2020	AW	SUNRISE SPRINGS WATER COMPANY	\$103.00	O
5754	04/06/2020	04/06/2020	AW	GEAUGA COUNTY MAPLE LEAF	\$153.90	O
5755	04/06/2020	04/06/2020	AW	CareWorksComp	\$2,879.00	O
5756	04/06/2020	04/06/2020	AW	WEX BANK	\$1,353.63	O
5757	04/06/2020	04/06/2020	AW	VISION SERVICE PLAN - (OH)	\$256.86	O
5758	04/06/2020	04/06/2020	AW	DELTA DENTAL	\$694.44	O
5759	04/06/2020	04/06/2020	AW	MEDICAL MUTUAL OF OHIO	\$24,924.77	O
5760	04/06/2020	04/06/2020	AW	OHIO EDISON	\$16.10	O
5761	04/06/2020	04/06/2020	AW	WASTE MANAGEMENT WESTERN RESER	\$261.10	O
5762	04/06/2020	04/06/2020	AW	FRANKS HOME REPAIR	\$285.00	O
5763	04/06/2020	04/06/2020	AW	CCT FINANCIAL	\$115.00	O
5764	04/06/2020	04/06/2020	AW	NANCY DOLEZAL	\$30.19	O
5765	04/06/2020	04/06/2020	AW	HOME DEPOT	\$216.78	O
5766	04/06/2020	04/06/2020	AW	MATTHEW BLOWERS	\$275.00	O
5767	04/06/2020	04/06/2020	AW	INTERFINISH LLC	\$415.00	O
5768	04/06/2020	04/06/2020	AW	Great American Awards	\$15.00	O
5769	04/06/2020	04/06/2020	AW	J & B FLEET INDUSTRIAL SUPPLY	\$116.04	O
5770	04/06/2020	04/06/2020	AW	ACTIVE PLUMBING SUPPLY CO.	\$175.50	O
Total Payments:					\$54,894.24	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$54,894.24	

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.