

Auburn Township Administration Building November 02, 2020 Page 1

~~Held~~ ~~The REGULAR MEETING of the Auburn Township Board of Trustees was called to order at 6:09 p.m. by Vice Chairman, Patrick J. Cavanagh. Michael S. Troyan and Patrick J. Cavanagh were present.~~

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to enter into Executive Session for the purpose of annual employee reviews. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Invited into Executive Session individually were Jane Hardy, Nancy Dolezal, Emerick Gordon and Frank Kitko.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to leave Executive Session at 7:30pm. Vote: Eberly, yes; Troyan, yes; Cavanagh, yes. The motion passed.

The Pledge of Allegiance was led by Ted Van Hying.

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 October 19, 2020 VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

REPORTS:

Chief John Phillips, A.V.F.D. asked everyone to please vote for the Fire Levy.

James Dixon, Construction Manager, gave a progress report on the park pavilion. All work is complete. There will be a final building inspection.

Discussion took place regarding whether the lights should be on all night. Mr. Dixon will look into the cost of getting a motion detector installed. Seeding for the grass around the pavilion will take place at the end of this week.

Michael S. Troyan ceded his time.

Fredrick May, Fiscal Officer, presented a Payment Report listing warrants 6089 through 6112 for a total of \$31,187.25.

Patrick J. Cavanagh reported he will be meeting with a representative from Chagrin River Watershed Partners (CRWP) to do a walk-through inspection of the park on Wednesday.

Mr. Cavanagh presented an upcharge from Ayers Well Drilling.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to accept the contract revision with Ayers Well Drilling reflecting an increase of \$1,757.75. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

The Trustees discussed SuddenLink franchise fees received.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to move the franchise fees received from SuddenLink in the amount of \$2,775.84 into the Land Improvement and Acquisition Fund. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

The Trustees discussed correspondence from the Division of Liquor Control.

Motion to waive a hearing for the liquor application received from the Hitch N Post in Auburn Township pending a report from the Geauga County Sherriff's office. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

The Trustees discussed the proposed Zoning Amendment, AUB2020-01, submitted by the Zoning Commission.

RECORD OF PROCEEDINGS
AUBURN TOWNSHIP BOARD OF TRUSTEES—

3391

REGULAR
Meeting

Minutes of _____

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Auburn Township Administration Building November 02, 2020 Page 4

Held _____

ADJOURNMENT (continued):

Fredrick May, Fiscal Officer

John A. Eberly, Chairman

Michael S. Troyan, Trustee

Patrick J. Cavanagh, Vice Chairman

Date

VOID

Held
Zoning Amendment AUB2020-01 (continued):

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to set a Public Hearing for proposed Zoning Amendment, AUB2020-01, for Monday, November 16, 2020 at 7:15pm at the Auburn Administration Building. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Discussion of having a Zoom meeting ensued.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to hold an electronic hearing per HB197 compliance on Monday, November 16 at 7:15 PM. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Cares Act Funds:

Discussion ensued regarding expenditure of Cares Act Funds. There was a review of proposed purchases.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase a floor scrubber/sanitizer for Adam Hall Community Center at a cost of \$4,872.14. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase a counter top dishwasher for the Administration building at an approximate cost of \$300.00. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase Purell dispensers and sanitizer refill packs for use at all township facilities a cost of \$3,069.75. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase a polycarbonate spray screen for the zoning office at an approximate cost of \$200.00. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase 12 laminate covered, washable and sanitizable, picnic tables for Auburn Community Park at a cost of \$625.00 each totaling \$7,500.00. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase audio/video equipment for meetings held at Adam Hall Community Center at an approximate cost of \$2,568.16 and an additional allowance of \$1000.00 for video screen and mobile cart. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to contract with Ayers Well Drilling at a cost of \$11,047.24 for water at Auburn Community Park. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase 4 hand held, electrostatic cleaning and sanitizing systems and disinfectant chemicals at a cost of \$5,494.60 to use at all township facilities. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase 3 laptops with teleworking capabilities at a cost not to exceed \$3,000.00. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Held
Cares Act Funds (continued):

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to contract with G.W. Construction to update the administration employee lunch room with sanitizable hard surfaces, replace the mop sink with a kitchen sink and touchless faucet, and install cabinets at a cost of \$4,872.14. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase a ½ ton pick-up with vinyl seats for the service department at a cost not to exceed \$36,000.00. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase touchless electronic valves for 20 faucets and 6 urinals at Adam Hall Community Center, fire station, service garage and administration office at a cost of \$13,538.00. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to use grant funding through the CARES ACT to purchase a Zoom platform membership for online meetings at a cost of \$150.00 per year. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Trustee Troyan and Chief John Phillips spoke to the need of a new COVID ambulance.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to sub grant the balance of the Cares Act Funds (approximately \$208,355.11) to the AVFD for the purchase of a COVID ambulance. The Fiscal Officer will draft a sub grant agreement. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to contract with G.W. Construction in the amount of \$3,775.00 to install a refrigerator and lunch room upgrade at the administration building. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to purchase a new microwave for the administration building not to exceed \$215.00. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Frank Kitko, Zoning Inspector, submitted a report for October reflecting 13 permits issued including one for a single family dwelling.

PUBLIC COMMENT:

There was a question about the Zoom meeting notice.

Chief Phillips thanked the Road Department for their good work removing downed trees on the township roadways during the storm last night.

EXECUTIVE SESSION:

Motion at 8:16 PM by Patrick J. Cavanagh seconded by Michael S. Troyan to enter into Executive Session for the purpose of interviewing 2021 Zoning Board applicants. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

Invited into Executive Session individually were Ted Van Hyning and Mike Varley.

Motion at 8:48 PM by Patrick J. Cavanagh seconded by Michael S. Troyan to leave Executive Session. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

ADJOURNMENT:

RECORD OF PROCEEDINGS
AUBURN TOWNSHIP BOARD OF TRUSTEES—

3395

REGULAR
Meeting

Minutes of _____

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Auburn Township Administration Building November 02, 2020 Page 4


Held
ADJOURNMENT (continued):

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to adjourn the meeting.
VOTE: Troyan, yes; Cavanagh, yes. The motion passed. The meeting was adjourned at 8:49 PM.

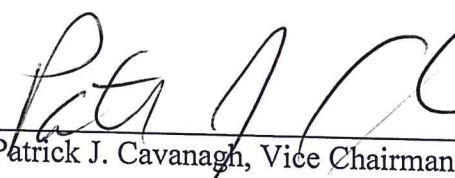


Fredrick May, Fiscal Officer

John A. Eberly, Chairman



Michael S. Troyan, Trustee



Patrick J. Cavanagh, Vice Chairman

12-7-2020

Date

Payment Listing

November 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
6089	11/02/2020	11/02/2020	AW	INTERFINISH LLC	\$415.00	O
6090	11/02/2020	11/02/2020	AW	STAPLES ADVANTAGE	\$783.56	O
6091	11/02/2020	11/02/2020	AW	BUCKEYE EXCAVATING CO.	\$5,000.00	O
6092	11/02/2020	11/02/2020	AW	OHIO EDISON	\$18.30	O
6093	11/02/2020	11/02/2020	AW	WEISKOPF INDUSTRIES CORP.	\$190.26	O
6094	11/02/2020	11/02/2020	AW	PenCo Industrial Supply, Inc.	\$5,494.60	O
6095	11/02/2020	11/02/2020	AW	HOME DEPOT	\$238.10	O
6096	11/02/2020	11/02/2020	AW	SUNRISE SPRINGS WATER COMPANY	\$109.00	O
6097	11/02/2020	11/02/2020	AW	ALL WAYS FLASHER, LLC	\$1,080.00	O
6098	11/02/2020	11/02/2020	AW	FALL & STEBBINS AUTOMOTIVE INC.	\$395.00	O
6099	11/02/2020	11/02/2020	AW	BLIND & SONS	\$364.00	O
6100	11/02/2020	11/02/2020	AW	QUADIANT	\$100.00	O
6101	11/02/2020	11/02/2020	AW	SB REMODELING	\$4,900.00	O
6102	11/02/2020	11/02/2020	AW	DETWEILLER'S WOODWORKING	\$7,500.00	O
6103	11/02/2020	11/02/2020	AW	Great American Awards	\$15.00	O
6104	11/02/2020	11/02/2020	AW	CCT FINANCIAL	\$115.00	O
6105	11/02/2020	11/02/2020	AW	GEAUGA COUNTY MAPLE LEAF	\$45.60	O
6106	11/02/2020	11/02/2020	AW	VISION SERVICE PLAN - (OH)	\$256.86	O
6107	11/02/2020	11/02/2020	AW	CERNI MOTORS	\$1,439.46	O
6108	11/02/2020	11/02/2020	AW	DELTA DENTAL	\$694.44	O
6109	11/02/2020	11/02/2020	AW	JMD CO.	\$81.50	O
6110	11/02/2020	11/02/2020	AW	MATTHEW BLOWERS	\$625.00	O
6111	11/02/2020	11/02/2020	AW	VISA	\$1,039.53	O
6112	11/02/2020	11/02/2020	AW	Click It	\$287.04	O
Total Payments:					\$31,187.25	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$31,187.25	

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 2020-33
FOR SUPPLEMENTAL APPROPRIATIONS**

The **Board of Trustees of Auburn Township**, Geauga County, Ohio met in regular session on the **19THTH day of OCTOBER, 2020**:

Present Were:

Michael S. Troyan

Patrick J. Cavanagh

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 the following SUPPLEMENTAL APPROPRIATIONS are necessary:

\$5,000.00 to ROAD & BRIDGE account 2031-330-323 REPAIRS AND MAINTENANCE

\$5,000.00 to ROAD & BRIDGE account 2031-330-360 CONTRACTED SERVICES


\$900.00 to GENERAL FUND account 100-690-360 RENTS AND LEASES

MICHAEL S. TROYAN seconded the resolution and the roll being called upon its adoption the vote resulted as follows:

Patrick J. Cavanagh voted YES

Michael S. Troyan voted YES

Adopted this 19TH day of OCTOBER, 2020



Fredrick L. May, Fiscal Officer

**RESOLUTION 2020-34
FOR REALLOCATION OF APPROPRIATIONS**

The **Board of Trustees of Auburn Township**, Geauga County, Ohio met in regular session on the **2ND day of NOVEMBER, 2020**:

Present Were:

Michael S. Troyan

Patrick J. Cavanagh

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 the following REALLOCATION OF APPROPRIATIONS are necessary:

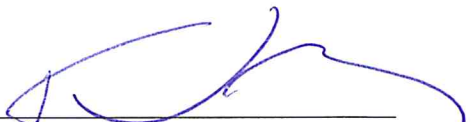
\$3,775.00 from GENERAL FUND account 1000-120-320 to GENERAL FUND account 1000-120-360 CONTRACTED SERVICES

MICHAEL S. TROYAN seconded the resolution and the roll being called upon its adoption the vote resulted as follows:

Patrick J. Cavanagh voted YES

Michael S. Troyan voted YES

Adopted this 2ND day of November, 2020



Fredrick L. May, Fiscal Officer