

RECORD OF PROCEEDINGS

REGULAR MEETING MINUTES

GOVERNMENT FORMS & SUPPLIES 644-224-3338 FORM NO. 10148

Held	Monday, August 3, 2026	20
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1. Meeting Information

Governing Body	Auburn Township Board of Trustees
Meeting Type	Regular Meeting
Date	Monday, August 3, 2026
Time Called to Order	Approximately 7:00 p.m.
Time Adjourned	Approximately 8:38 p.m.
Presiding Officer	Chairman Michael S. Troyan
Trustees Present	Michael S. Troyan (Chairman), Patrick J. (PJ) Cavanagh, Riley Davis
Fiscal Officer Present	Daniel J. Matsko
Staff / Officials Present	Frank Kitko, Zoning Inspector; Lorraine Sevich, Fiscal Officer Assistant; Keith Blaser, Fire Department representative
Others in Attendance	Jeff Pulsford, Deb Standley, Dale Ryan, Mark Kolanz, Marty Booher, Jim Pemberton; additional unidentified residents/speakers

2. Agenda Items and Discussion Summary

Call to Order, Pledge of Allegiance

Chairman Michael S. Troyan called the meeting to order at approximately 7:00 p.m. and invited resident Jeff Pulsford to lead the Pledge of Allegiance, which he did. No guest presentation was scheduled for this meeting.

Minute Approval — Regular Meeting of July 20, 2026

The Board reviewed the draft minutes of the July 20, 2026 Regular Meeting. Fiscal Officer Matsko noted one minor correction had already been incorporated prior to the meeting.

Motion: To approve the minutes of the Regular Meeting of July 20, 2026, as corrected.

Moved by: PJ Cavanagh **Seconded by:** Michael Troyan

Vote: PJ — Yes; Riley — Yes; Michael — Yes

Result: Motion carried (3–0).

Scheduled Reports — Frank Kitko, Zoning Inspector

Zoning Inspector Kitko reported that the Zoning Department processed 14 activities in July, including four new deck applications and one new house permit (bringing the year-to-date total of new houses to eight), with two denials recorded. He noted continued work on conditional-use variance matters, including a proposed patio/lounge use, and stated that correspondence with the Township's attorney regarding a separate second-dwelling matter had been circulated to the Board, including the attorney's proposal for continued work within the Board's previously authorized \$5,000 threshold. Mr. Kitko confirmed the attorney's office advised that legal costs already incurred could not be recouped from the property owner.

Dwelling / Dwelling Unit Definition and Second-Dwelling Zoning Enforcement Matter

Chairman Troyan reported that he had sent a letter to Linda Crombie of the Geauga County Planning Commission requesting clarification of the definitions of "dwelling" and "dwelling unit" in the county's model zoning code and the Township's zoning resolution, following a position taken by the Township's prosecutor that an unoccupied structure meeting the physical criteria of a dwelling unit is not a "dwelling." Trustee Davis and others raised concerns that the letter had been sent without prior discussion or authorization by the full Board, and that it referred to "Auburn Township" rather than being sent in an individual capacity; Chairman Troyan acknowledged the letter was sent on his own initiative and that he informed Trustee Cavanagh only after the fact. The Board had not yet received a substantive response from the county as of the meeting; Chairman Troyan indicated the county had acknowledged receipt of the inquiry.

Related discussion addressed a specific, ongoing zoning-enforcement matter involving an unpermitted second dwelling structure (one property referenced by address as 1697 Auburn Road, and a separate, previously litigated matter that had gone before the Board of Zoning Appeals and was denied a variance). Discussion covered potential legal costs, an approximate \$5000 litigation-cost cap referenced under the Township's insurance coverage, and the legal process (including the potential need for a court order) by which the Township could gain access to a property to verify occupancy status or compel removal of unpermitted improvements. A resident, identified as

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attorney Marty Booher, provided general informational input distinguishing a civil zoning-enforcement proceeding from a criminal search warrant.

Motion: To suspend further action toward the pending court matter in question, pending responses from the Geauga County Planning Commission and the Township's prosecutor's office regarding the definition of "dwelling."

Moved by: Riley Davis **Seconded by:** Michael Troyan

Vote: PJ — Yes; Riley — Yes; Michael — Yes

Result: Motion carried (3–0).

Trustee & Fiscal Officer Reports — Patrick J. (PJ) Cavanagh

Trustee Cavanagh reported that the paving-project engineer is now walking (rather than driving) Township roads as part of inspection, and identified several pavement areas requiring correction by the contractor before final paperwork and invoicing are submitted, expected at the next regular meeting. He encouraged Board and Zoning/BZA member attendance at an upcoming county Planning and Zoning workshop at Geneva-on-the-Lake, noting data centers as a featured topic.

Motion: To reimburse Zoning Commission and BZA members, and other interested Township officials who attend, for registration (\$65 members / \$75 non-members), mileage, and lunch associated with the county Planning and Zoning workshop.

Moved by: PJ Cavanagh **Seconded by:** Michael Troyan

Vote: PJ — Yes; Riley — Yes; Michael — Yes

Result: Motion carried (3–0).

Trustee Cavanagh also recommended exterior power-washing/cleaning at several Township buildings, noting the work is likely due again; no formal action was taken. He noted the recent passing of a longtime local craftsman and community member, remembered for his work in stonemasonry and maple syrup production, and requested this be noted for the record.

Trustee & Fiscal Officer Reports — Riley Davis

Trustee Davis presented a preview of the Township's website redesign, including updated branding, navigation, an events carousel, a news/announcements section, and a planned accessibility (ADA compliance) widget. He noted the ADA widget carries an estimated ongoing licensing cost of approximately \$2,700 annually (approximately \$225/month) and that implementation will proceed in phases ahead of an April 2027 state compliance deadline. No formal action was taken; this item was informational.

Trustee & Fiscal Officer Reports — Daniel J. Matsko, Fiscal Officer

- Reported processing, since the last meeting, 14 electronic payments totaling \$35,403.14 and 14 warrants totaling \$9,898.58, for a combined total of \$45,301.72.
- Reported reconciled July financials: as of July 31, 2026, the primary checking account held \$1,022,989.69 and the STAR Ohio investment account held \$1,322,092.06, for a combined total of \$2,345,081.75; noted a \$750,000 transfer from STAR Ohio to checking to fund the first payment to Phillips Paving for road work.
- Reported correspondence regarding a C-1 carryout beer permit application for The Mercantile, requiring the Board to indicate whether it wished to request a hearing (addressed by motion below).
- Reported a separate general notice from the Ohio Department of Commerce that all Class C and D retail liquor permits within the Township expire October 1, 2026, and that no Board response is required unless the Board wishes to formally object to renewal of a specific premises' permit. The Board discussed the list of licensed premises in the Township and took no action, indicating no objection to any renewal.
- Reported that the Township's new administrative assistant had completed her probationary period and became eligible for full employee health and insurance benefits; this led to further discussion and action below.
- Provided an update on the ongoing recovery of Township employee Matt Blowers, who remains hospitalized following a July accident; a resident raised a question regarding the appropriateness of discussing an employee's health information in open session, which the Board acknowledged and indicated it would take into consideration going forward.

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Discussion followed regarding whether an employee's probationary period should be measured from the date of Board appointment (hire) or the employee's first day of work, given a lack of clarity in the current personnel manual. The Board agreed to apply the traditional/first-day-of-work standard going forward and to update policy language accordingly.

Motion: To increase the administrative assistant's hourly wage by \$2.00 per hour (from \$25.00 to \$27.00), pending reevaluation of the terms of her employment agreement.

Moved by: Michael Troyan **Seconded by:** PJ Cavanagh

Vote: PJ — Yes; Riley — Yes; Michael — Yes

Result: Motion carried (3–0).

Motion: To clarify Township personnel policy so that an employee's probationary period begins on the employee's first day of work or training, rather than the date of Board appointment.

Moved by: Michael Troyan **Seconded by:** PJ Cavanagh

Vote: PJ — Yes; Riley — Yes; Michael — Yes

Result: Motion carried (3–0).

Trustee Davis further proposed reclassifying the administrative assistant position from salaried to hourly status, noting this would allow the employee to be compensated for hours worked beyond a standard schedule consistent with other hourly Township employees. Trustee Troyan noted the change would take effect coinciding with the next payroll cycle.

Motion: To reclassify the administrative assistant position, moving forward, from salaried to hourly status, effective with the next payroll cycle.

Moved by: Riley Davis **Seconded by:** PJ Cavanagh

Vote: PJ — Yes; Riley — Yes; Michael — Yes

Result: Motion carried (3–0).

Trustee Davis noted the Cemetery Report for July 2026 would be attached to and incorporated into the minutes rather than read in full. The report reflects 5 interments in July (3 full burials on 7/7, 7/15, and 7/17; 2 ash interments on 7/11 and 7/18); one headstone footer request received; one headstone approval (Stankus, Sheffield Monuments); four gravesites sold at Shadyside Cemetery (Section 7, Lot 354, Graves C and D; Section 7, Lot 355, Graves A and B); gravesite settling addressed as time and materials allow; storm-damaged tree cleanup completed at both Mapleshade and Shadyside Cemeteries; poison ivy sprayed in several locations (vault, trees, headstones); and ongoing research into portable headstone leveling systems.

3. Old Business

NOPEC Energizing Grant (\$14,369.00)

This item remained open on the agenda; no discussion or action specific to this grant was recorded at this meeting.

4. New Business

Liquor License Hearing Request — The Mercantile

The Board considered whether to request a hearing on The Mercantile's pending C-1 carryout beer permit application (permitting off-premises sale of carryout beer in original sealed containers).

Motion: To waive the hearing on the C-1 carryout beer permit application for The Mercantile.

Moved by: Michael Troyan **Seconded by:** Riley Davis

Vote: PJ — Yes; Riley — Yes; Michael — Yes

Result: Motion carried (3–0).

Reimbursement of ZC and BZA Members Attending Planning and Zoning Workshop

Addressed under Trustee Cavanagh's report, above.

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Proclamation of Heroism

Chairman Troyan and Trustee Davis read into the record a Proclamation of the Auburn Township Board of Trustees honoring six individuals — Parker Crawford, Gretchen Withers, Mandy Healy, R.N., Elaine Sargent, R.N., and Mikayla Green — for acts of heroism performed on the evening of July 4, 2026, in rescuing a child, Penelope Crawford, after she fell into a swimming pool, and providing immediate life-saving care. Signed proclamations were prepared for each honoree; the individuals were invited to attend a meeting to receive the proclamations in person but declined. Keith Blaser, representing the Fire Department, described the department's own letters of commendation prepared for the same individuals and stated the materials would be delivered to a representative of the honorees. No formal Board motion was required for this informational/ceremonial item, as the proclamations had already been prepared and signed.

Geauga County Engineer's Address Recommendation — 11039 Bartholomew

Chairman Troyan presented the Geauga County Engineer's recommended address for parcel 01-119225, associated with a proposed driveway location.

Motion: To accept the Geauga County Engineer's recommended address of 11039 Bartholomew for parcel 01-119225.

Moved by: Michael Troyan **Seconded by:** PJ Cavanagh

Vote: PJ — Yes; Riley — Yes; Michael — Yes

Result: Motion carried (3–0).

5. Public Comment

Resident Mark Kolanz raised two matters: (1) a question as to whether discussion of an employee's personal health information was appropriate in open public session, which the Board acknowledged; and (2) a request that the Board reconsider use of the term "threat letter" in zoning enforcement correspondence, as the term does not appear in the Township's zoning resolution. Fiscal Officer Assistant Lorraine Sevich suggested "letter of nonconformance" as an alternative description.

Resident Dale Ryan asked about the purpose of the executive session convened at the close of the July 20, 2026 meeting. Trustees Cavanagh, Davis, and Troyan responded that the session was convened under Ohio Revised Code §121.22(G)(1) to consider the appointment or employment of a public employee for purposes of discipline or dismissal, that no action was taken, and that the purpose had been read into the record at that time. The Board discussed, without formal action, whether to routinely announce in advance whether the Board expects to take action following a future executive session, as a courtesy to residents who may wish to wait.

Resident Deb Standley reminded attendees that tickets for the September 26, 2026 Fire Department Clambake are available on a pre-sale-only basis (\$43 for the full clambake; \$20 for extras).

6. Announcements — Save the Date

- 08/11/26 — BZA Meeting, Admin Building, 7:00 p.m.
- 08/13/26 — Zoning Commission Meeting — CANCELLED
- 08/17/26 — Board of Trustees Regular Meeting, Admin Building, 7:00 p.m.
- 08/19/26 — Red Cross Blood Drive, Adam Hall, 10:00 a.m.–3:00 p.m.
- 09/07/26 — Labor Day (Office Closed)
- 09/08/26 — Board of Trustees Regular Meeting, Admin Building, 7:00 p.m. (Tuesday)
- 09/08/26 — BZA Meeting, Adam Hall, 7:00 p.m. (Location Change)
- 09/10/26 — Zoning Commission Meeting, Admin Building, 7:00 p.m.
- 09/26/26 — Fire Department Clambake, 6:00 p.m.–8:00 p.m. (pre-sale tickets only)

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Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES Meeting

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7. Executive Session

No executive session was convened at this meeting.

8. Adjournment

Motion: To adjourn the meeting.

Moved by: Michael Troyan Seconded by: PJ Cavanagh

Vote: PJ — Yes; Riley — Yes; Michael — Yes

Result: Motion carried (3–0); meeting adjourned at approximately 8:38 p.m.

9. Summary of Motions and Vote Outcomes

Motion	Moved By	Seconded By	Vote	Result
Approve minutes of the Regular Meeting of July 20, 2026, as corrected	PJ Cavanagh	M. Troyan	3–0	Carried
Suspend further action toward the pending court matter concerning the second-dwelling zoning enforcement case, pending responses from the Geauga County Planning Commission and Prosecutor's Office on the definition of "dwelling"	Riley Davis	M. Troyan	3–0	Carried
Reimburse Zoning Commission and BZA members (and other interested Township officials) for attendance at the county Planning and Zoning workshop	PJ Cavanagh	M. Troyan	3–0	Carried
Waive the hearing on the C-1 carryout beer permit application for The Mercantile	M. Troyan	Riley Davis	3–0	Carried
Increase the administrative assistant's hourly wage by \$2.00 (to \$27.00/hour), pending reevaluation of the terms of her employment agreement	M. Troyan	PJ Cavanagh	3–0	Carried
Clarify Township personnel policy so that an employee's probationary period begins on the employee's first day of work or training	M. Troyan	PJ Cavanagh	3–0	Carried
Reclassify the administrative assistant position from salaried to hourly, effective with the next payroll cycle	Riley Davis	PJ Cavanagh	3–0	Carried
Accept the Geauga County Engineer's recommended address of 11039 Bartholomew for parcel 01-119225	M. Troyan	PJ Cavanagh	3–0	Carried
Adjourn the meeting	M. Troyan	PJ Cavanagh	3–0	Carried

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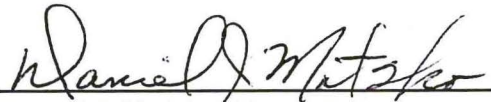
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10. Action Items

Action Item	Owner	Deadline / Timeline
Track and report back on Township employee Matt Blowers' recovery and return-to-work status	Fiscal Officer Matsko	Ongoing; update at future meetings
Follow up with the Geauga County Planning Commission (Linda Crombie) on requested clarification of "dwelling" / "dwelling unit" definitions	Chairman Troyan / Zoning Inspector Kitko	Pending county response; not specified
Take no further zoning-enforcement action on the second-dwelling matter pending the Planning Commission's and Prosecutor's Office's responses	Zoning Inspector Kitko	Pending outside response
Submit non-hearing-request response regarding the C-1 carryout beer permit application (The Mercantile)	Fiscal Officer Matsko	Promptly following meeting
Finalize personnel-policy language clarifying that the probationary period begins on an employee's first day of work or training	Riley Davis, Michael Troyan, Dan Matsko	Not specified
Implement administrative assistant's \$2.00/hour wage increase and reclassification from salaried to hourly status	Fiscal Officer Matsko / Payroll	Effective next payroll cycle
Notify Geauga County Engineer's office that the recommended address of 11039 Bartholomew for parcel 01-119225 was approved	Chairman Troyan	Following the meeting
Obtain and provide final paving-project paperwork/invoice from Phillips Paving following engineer's walking inspection	Trustee Cavanagh	Expected at next regular meeting
Deliver signed Proclamations of Heroism and fire department commendation letters to the six honored individuals	Keith Blaser (Fire Department) / Fiscal Officer Matsko	Not specified
Coordinate with representative of The Patio regarding scheduling an executive session, targeting the August 17, 2026 meeting	Christine Blaser (Admin. Assistant) / Board	By or before Aug. 17, 2026 meeting
Reconsider use of the term "threat letter" in zoning correspondence, per resident request	Board / Zoning Inspector Kitko	Not specified

PSC
VCA
NW


Daniel J. Matsko, Fiscal Officer


Michael S. Troyan, Chairman


Riley Davis, Vice-Chairman


Patrick J. Cavanagh, Trustee

August 17, 2026
Date



BOARD OF TRUSTEES MEETING AGENDA

Monday, August 3, 2026

7:00pm CALL TO ORDER:

- Chairman Michael S. Troyan

PLEDGE OF ALLEGIANCE

GUEST:

MINUTE APPROVAL: Regular Meeting 07/20/2026

SCHEDULED REPORTS:

- Frank Kitko, Zoning Inspector

TRUSTEE & FISCAL OFFICER REPORTS:

- Patrick J. Cavanagh
- Riley Davis
- Daniel J. Matsko, Fiscal Officer

OLD BUSINESS:

- NOPEC Energizing Grant (\$14,369.00)

NEW BUSINESS:

- Liquor License Hearing Request for The Mercantile
- Reimbursement of ZC and BZA members attending Planning and Zoning workshop
- Proclamation of Heroism
- Geauga County Engineer's address recommendation of 11039 Bartholomew for parcel 01-119225

PUBLIC COMMENTS

SAVE THE DATE:

08/11/26 - BZA Meeting, Admin Building 7:00pm
08/13/26 - Zoning Commission Meeting, **CANCELLED**
08/17/26 - Board of Trustees Regular Meeting, Admin Building 7:00pm
08/19/26 - Red Cross Blood Drive, Adam Hall 10:00am-3:00pm
09/07/26 - Labor Day ****Office will be Closed****
09/08/26 - Board of Trustees Regular Meeting, Admin Building 7:00pm ****This is Tuesday****
09/08/26 - BZA Meeting, **Adam Hall 7:00pm **Location Change****
09/10/26 - Zoning Commission Meeting, Admin Building 7:00pm
09/26/26 - Fire Department Clambake 6:00pm to 8:00pm Call 440-343-0054 or 216-375-1218
for tickets – presale only



Auburn Township Board of Trustees

Meeting Attendance Sheet

August 3, 2026

Please Sign in

	Print Name	Resident	Non-Resident
1	Deb Standley	✓	
2	Joneses	✓	
3	EARL SCHNEIDER	✓	
4	Patti Phillips	✓	
5	MARC KOLANZ	✓	
6	DALE RYAN	✓	
7	Jim Pemberton	✓	
8	Martin Bocher	✓	
9			
10			
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AUBURN TWP ZONING REPORT

JULY 2026

	Ja	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Agr/Other Exmptions Amendment													
Billboard													
Commercial Additions													
Comm Fence													
Comm New													
Comm Remodel			1										1
Comm Sign				3		1							4
Comm Sub Lease, Use Change													
Culvert/Ditching													
Dev Plan Review													
Denial	4	3	1	2		3	2						15
Duplex													
Ind Addition, Exist.Use													
Ind Use Change, SubLease													
Ind Fences													
Ind Remodeling													
Ind New Structure													
Ind Non-Res. Permitted													
Ind Sign													
Lake													
Land Use Plan, Dev activities													
Pond													
Res Acc Bldg Under 200													
Res Acc Bldg Over 200 sf			5	2	1	1	2						11
Res Addition		3		1	1	2	1						8
Res Deck		2	1	1			4						8
Res Fences	2	1		2	1								6
Res Interior Completion													
Res Other													
Res Patios						1							1
Res Remodel				1									1
Res Signs													
Res Signs Temp													
Res Signs Temp Bldg Const													
Res Signs S/D													
Res Demolition	1												1
Single Family Dwelling	1	1	1		1	3		1					8
Swim Pool Above Ground													
Swim Pool In Ground			1			1							2
Transient Vendor													
Variance/Cond Use/	4	5	1	5		2		2					19
Voided Receipts/Copies/Other				2				2					4
TOTALS	<u>12</u>	<u>15</u>	<u>11</u>	<u>19</u>	<u>4</u>	<u>14</u>		<u>14</u>					<u>89</u>

CEMETERY REPORT JULY 2026

5 INTERMENTS (2 ASHES, 3 FULL BURIAL)

7-7-2026 FULL BURIAL

7-11-2026 ASH INTERMENT

7-15-2026 FULL BURIAL

7-17-2026 FULL BURIAL

7-18-2026 ASH INTERMENT

RECEIVED ONE HEADSTONE FOOTER REQUEST

1 Headstone approval (Stankus)Sheffield monuments 440-247-8140

4 GRAVESITES SOLD Shadyside- Section 7 lot 354 grave D and section 7 lot 355 graves A&B. Section 7 lot 354 grave C

GRAVESITE SETTLING HAS BEEN ADDRESSED WHERE NEEDED WHEN WE'RE UP THERE AND HAVE THE TIME AND MATERIAL TO DO SO

WE CLEANED UP SOME TREES FROM STORM DAMAGE AT BOTH MAPLESHADE AND SHADYSIDE CEMETIERIES

SPRAYED POISON IVY IN A FEW LOCATIONS, climbing up vault, a few trees, some headstones

Researching portable headstone leveling systems

FISCAL OFFICER REPORT AUGUST 3, 2026

Fiscal Officer Dan Matsko presented the payment list for payments processed since JULY 20, 2026.

PAYMENT LISTING

• 14 ELECTRONIC PAYMENTS PROCESSED:	\$ 35,403.14
• 14 WARRANTS PROCESSED:	<u>\$ 9,898.58</u>
TOTAL:	\$ 45,301.72

Fiscal Officer Dan Matsko presented the JULY Bank Reconciliation and savings account balances.

SAVINGS ACCOUNTS AS OF JULY 31, 2026

• PRIMARY CHECKING ACCOUNT BALANCE:	\$ 1,022,989.69
• STAR OHIO BALANCE:	<u>\$ 1,322,092.06</u>
TOTAL:	\$ 2,345,081.75

Dan Matsko
8-3-26

Dan Matsko

Payment Listing

UAN v2026.2

7/21/2026 to 8/3/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
186-2026	07/21/2026	07/22/2026	CH	WINDSTREAM WESTERN RESERVE INC.	\$115.93	C
187-2026	07/21/2026	07/22/2026	CH	WINDSTREAM WESTERN RESERVE INC.	\$147.83	C
188-2026	07/21/2026	07/22/2026	CH	WINDSTREAM WESTERN RESERVE INC.	\$208.43	C
189-2026	07/21/2026	07/22/2026	CH	BUREAU OF WORKERS COMPENSATION	\$859.91	C
190-2026	07/22/2026	07/22/2026	CH	BURNHAM & FLOWER	\$179.00	C
191-2026	07/23/2026	07/27/2026	CH	SAMS CLUB	\$58.96	C
192-2026	07/23/2026	07/27/2026	CH	AHOLA CORPORATION	\$26,762.94	C
193-2026	07/24/2026	07/27/2026	CH	OHIO DEFERRED COMPENSATION	\$30.00	C
194-2026	07/24/2026	07/27/2026	CH	OHIO DEFERRED COMPENSATION	\$1,400.00	C
195-2026	07/28/2026	07/30/2026	CH	WINDSTREAM WESTERN RESERVE INC.	\$271.85	C
196-2026	07/29/2026	07/30/2026	CH	SPECTRUM	\$108.72	C
197-2026	07/29/2026	07/30/2026	CH	VISA	\$1,215.37	C
198-2026	07/31/2026	08/01/2026	CH	UNITED STATES TREASURY	\$46.08	C
199-2026	07/31/2026	08/01/2026	CH	BURNHAM & FLOWER	\$3,998.12	C
9336	08/03/2026	08/03/2026	AW	ASCENDANCE TRUCKS MIDWEST, LLC	\$160.00	O
9337	08/03/2026	08/03/2026	AW	DR. JAMES E. RACIC, CPA	\$125.00	O
9338	08/03/2026	08/03/2026	AW	SUNRISE SPRINGS WATER COMPANY	\$74.40	O
9339	08/03/2026	08/03/2026	AW	PLANNING & ZONING SERVICES, LLC	\$682.50	O
9340	08/03/2026	08/03/2026	AW	JANE HARDY	\$66.70	O
9341	08/03/2026	08/03/2026	AW	NEWBURY TIRE	\$3,283.00	O
9342	08/03/2026	08/03/2026	AW	DOORWORKS & CONSTRUCTION CO. INC.	\$235.00	O
9343	08/03/2026	08/03/2026	AW	SARAH MULLEMAN	\$295.00	O
9344	08/03/2026	08/03/2026	AW	DiMARCO & Associates	\$4,011.98	O
9345	08/03/2026	08/03/2026	AW	DOORWORKS & CONSTRUCTION CO. INC.	\$195.00	O
9346	08/03/2026	08/03/2026	AW	GEAUGA COUNTY BUILDING DEPARTMEN	\$120.00	O
9347	08/03/2026	08/03/2026	RW	DAWN CONOVER	\$300.00	O
9348	08/03/2026	08/03/2026	RW	JACALYN CINGCADE	\$175.00	O
9349	08/03/2026	08/03/2026	RW	WILLIAM CLEMENTS	\$175.00	O
Total Payments:					\$45,301.72	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$45,301.72	

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.

Dan Matshu
8-3-26

Proclamation

Auburn Township Board of Trustees

Honoring Parker Crawford, Gretchen Wither, RN, Mandy Healey, NP, Elaine Sargent, RN and Mikaela Green for Acts of Heroism

WHEREAS, the Auburn Township Board of Trustees recognizes and commends individuals whose courage, quick thinking, and selflessness inspire the highest ideals of our community; and

WHEREAS, on the evening of July 4, 2026, Parker Crawford, Gretchen Wither, RN, Mandy Healey, NP, Elaine Sargent, RN and Mikaela Green demonstrated extraordinary bravery by working together to rescue Penelope Crawford after she accidentally fell into a swimming pool, acting without hesitation to pull her from the water and provide immediate lifesaving care; and

WHEREAS, their swift actions, medical expertise, and calm under pressure prevented a potential tragedy and reflected the values of compassion, service, and civic responsibility that strengthen the bonds of Auburn Township; and

WHEREAS, the residents of Auburn Township are deeply grateful for the courage, skill, and teamwork displayed by Parker Crawford, Gretchen Wither, RN, Mandy Healey, NP, Elaine Sargent, RN and Mikaela Green, whose actions serve as a shining example of the humanity and unity we strive to uphold;

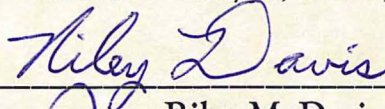
NOW, THEREFORE, BE IT PROCLAIMED that the Auburn Township Board of Trustees hereby honors and commends Parker Crawford, Gretchen Wither, RN, Mandy Healey, NP, Elaine Sargent, RN and Mikaela Green for their remarkable heroism.

IN WITNESS WHEREOF, we have hereunto set our hands on this 3rd Day of August, 2026

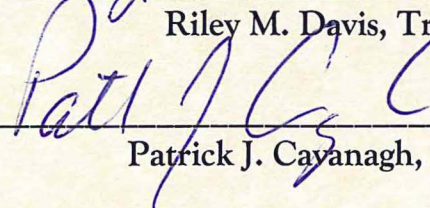
Auburn Township Trustees:



Michael S. Troyan, Chair, Board of Trustees



Riley M. Davis, Trustee



Patrick J. Cavanagh, Trustee



AUBURN FIRE DEPARTMENT

Letter of Commendation

On behalf of the Auburn Fire Department, it is our privilege to extend our deepest appreciation, sincere gratitude and heartfelt commendation for your lifesaving actions during the recent water emergency involving **Penelope Crawford** on **July 4, 2026**.

When faced with a life-threatening emergency, each of you responded without hesitation. Through your quick thinking, decisive action, and willingness to place the needs of another above your own, you provided immediate assistance during the most critical moments of this incident. Your efforts to recognize the emergency, alert others, rescue Penelope from the water, initiate lifesaving care, and continue providing aid until the arrival of emergency responders demonstrated exceptional courage, compassion, and selflessness.

We would also like to recognize the medical professionals among your group, whose training, leadership, and calm demeanor helped guide the emergency response. Your knowledge and ability to perform under immense pressure exceeded the highest standards of your profession and undoubtedly contributed to giving this young child the greatest possible opportunity for recovery.

While emergency responders train extensively for incidents such as these, favorable outcomes often begin with the actions of ordinary citizens who are willing to step forward when every second counts. Your collective response serves as an inspiring reminder that preparedness, teamwork, and compassion can make the difference between tragedy and hope. Your actions reflect the very best of our community and stand as an enduring example of courage, civic responsibility, and concern for the welfare of others.

Please accept this Letter of Commendation as a sincere expression of our gratitude, admiration, and respect. Your heroic actions on July 4, 2026, will not be forgotten. Your example serves as a lasting reminder that true heroism is found in ordinary people who choose to act when others are in need.

COMMENDATION PRESENTED TO:

PARKER CRAWFORD

GRETCHEN WITHER RN

MANDY HEALEY NP

ELAINE SARGENT RN

MIKAELA GREEN

On this 3rd day of August, 2026.

With our highest respect, appreciation and admiration,

John L. Phillips

John L. Phillips, Fire Chief

Mario Manacci

Mario Manacci, Fire Company Board President