RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES—REGULAR Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Auburn Township Administration Building May 2, 2022 Page 1

Held _____ 20 _____

The Regular meeting of the Auburn Township Board of Trustees was called to order at 7:30 p.m. by Chairman Eugene T. McCune Jr. Two Trustees were present. ← THREE

The Pledge of Allegiance was led by Emerick Gordon.

Motion by seconded Patrick J. Cavanagh by Michael S. Troyan to approve the minutes of the Regular Meeting of the Board of Trustees held on April 18, 2022. VOTE: Troyan, yes; Cavanagh, yes; McCune, yes. The motion passed.

REPORTS:

Frank Kitko, Zoning Inspector, submitted a zoning report reflecting 7 applications processed in the month of April resulting in 7 permits issued. Mr. Kitko noted the permits included 1 new home build and 3 solar panel permits. A variance application before the Board of Zoning Appeals was denied. The case could be appealed to court of common pleas. Zoning is monitoring the status of the proposed legislation in Columbus on short term rentals.

Emerick P. Gordon, Township Highway Superintendent, gave the following report for April:

- The month saw one weather event that required 60 tons of deicing material and three rounds of plowing. This brings the monthly average to 27 tons of road salt and the yearly total to 1863 tons. The new yearly average use is 1747 tons. Currently our dome is full with ~ 1900 tons of road salt. We have satisfied our contacted committed amount plus an additional 6%. The 2022/2023 Resolution to Participate has been accepted and we are committed to purchase 2000 tons +/- 10%.
- The 2022 Capital Improvement Project Paving of Various Roads has been awarded and earliest start date set as May 23rd, 2022. The chip seal project start date has yet to be determined. One cross culvert pipe on Wing Rd. will need to be replaced prior to chip sealing.
- Patching was performed on several roads and the larger repairs will be done using hot mix asphalt over the course of the construction season.
- Areas of erosion were stabilized on Taylor May Rd. and Fox Rd. using #1 crushed gravel. Minor ditching projects were completed as well.
- The 33% reduced load limits were released by the Geauga County Commissioners and all signs removed.
- We had one downed tree call due to high winds.

He reported the Asphalt Resurface of Various Roads Project are scheduled to begin May 23, 2022.

Michael S. Troyan spoke to the AVFD requests for ARPA funding. The fire department is re-examining what they are looking for based on different updated restrictions. They are prioritizing AED's for Adam Hall and the Auburn Community Park.

The department is looking into cleaning up dead trees, a few tree removals and planting grass at the southwest corner of the station's property. Trustee Cavanagh questioned if there would be a lot of debris disrupted requiring erosion control. Emerick Gordon said he did not think soil and water will be needed to be notified for this project.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to approve and contract with Weaver Tree Service in the amount of $2,000.00 to clear trees, brush, and grind stumps on the east side of the creek on the fire station property. VOTE: Troyan, yes; Cavanagh, yes; McCune, yes. The motion passed.

Trustee Troyan reported the total of Auburn Township's financial responsibility for this year's joint fireworks event with Bainbridge Township would be $4,600.00 plus an approximate $2,000.00 for the live bands, games and concessions.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to partner with Bainbridge Township for the annual Firework Event and cover Auburn Township's portion of expenses, not to exceed $7,000.00. VOTE: Troyan, yes; Cavanagh, yes; McCune, yes. The motion passed.

Patrick J. Cavanagh attended the status meeting for Stafford Road Reconstruction. The project is on schedule so far. There have been some issues with cable/internet providers moving a wire that needed to be relocated temporarily.

Eugene T. McCune Jr. reported on the Roadside Litter Clean-Up Event. It was a successful day and we had sunshine and lots of volunteers.

OLD BUSINESS:

Chairman McCune Jr. gave an update on the parking lot expansion project at the park. We are waiting on Joe Gutoskey to complete the survey and drawings for the WRLC conservation amendment.

NEW BUSINESS:

Fredrick May, Fiscal Officer, presented a Payment Report listing warrants 6972 – 7094 for a total of $76,459.48. He presented Resolution 2022-16.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to adopt Resolution 2022-15 for the following supplemental appropriations necessary for the day to day operation of the Township:

- **$60000 to 2031-330-360 Road and Bridge Fund, Natural Gas**
- **$30000 to 10000-120-360- General Fund, Natural Gas**
- **$30000 to 1000-690-353 General Fund, Recreation, Natural Gas**
- **$60000 to 2191-120-353 Fire Fund, Natural Gas**

VOTE: Troyan, yes; Cavanagh, yes; McCune, yes. The motion passed.

Trustee McCune Jr. went over the upcoming township event dates.

The Trustees discussed the fee schedule for the Large Item Trash Drop-Off Event.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to keep the fee schedule the same as last year which is $10.00 for a truck load, $7.00 for a car load, no charge for tires and no charge for senior residents. VOTE: Troyan, yes; Cavanagh, yes; McCune, yes. The motion passed.

Emerick Gordon, Township Highway Superintendent, asked if he could hire two extra men to help out with both Trash Day Events. This was approved by the Board of Trustees.

PUBLIC COMMENTS:

There was one question from a resident.

ADJOURNMENT:

Motion by Eugene T. McCune Jr. seconded by Patrick J. Cavanagh to adjourn the meeting. VOTE: Troyan, yes; Cavanagh, yes; McCune, yes. The motion passed. The meeting was adjourned at 8:12pm.

RECORD OF PROCEEDINGS

ADJOURNMENT (continued):

Fredrick May, Fiscal Officer

Eugene T. McCune Jr., Chairman

Patrick J. Cavanagh, Trustee

Michael S. Troyan, Trustee

5-16-2022

Date

BOARD OF TRUSTEES MEETING AGENDA
Monday, May 2, 2022



REGULAR MEETING –7:30 PM

PLEDGE OF ALLEGIANCE

MINUTE APPROVAL:
- Regular Meeting: April 18, 2022

GUEST:

SCHEDULED REPORTS:
- Frank Kitko, Auburn Zoning Inspector
- Emerick P. Gordon, Auburn Highway Superintendent

TRUSTEE & FISCAL OFFICER REPORTS:
- Michael S. Troyan
- Patrick J. Cavanagh, Vice Chairman
- Eugene T. McCune Jr., Chairman
- Fredrick May, Fiscal Officer

OLD BUSINESS:
- WRLC Conservation Amendment / Parking lot expansion
- AVFD request for ARPA project funding

NEW BUSINESS:
- Approve fees / Large Item Trash Drop-Off Event

SAVE THE DATE:

05/03/22 - VOTE @ Adam Hall – 6:30am – 7:30pm
05/10/22 - BZA Meeting – 7:00pm @ Administration office
05/12/22 - Zoning Commission Meeting – 7:00pm @ Administration office
05/16/22 – Board of Trustees Meeting – 7:30pm @ Administration office
05/26/22 - Zoning Commission Meeting – 7:00pm @ Administration office
05/29/22 - Memorial Day Service
05/30/22 – Holiday, office closed
06/02 & 06/03 – Senior Resident Large Trash Item Pick-Up Event
(**MUST** pre-register **with** the Department on Aging – 440-279-2130)
06/04/22 – Resident Large Item Trash Drop Off Event @ Adam Hall / 8:00am -1:00pm
07/01/22 – Auburn/Bainbridge Fireworks & Festivities @ Kenston High School Campus
07/03/22 - Rain Date – Fireworks Only

Payment Listing

May 2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
6972	03/07/2022	03/07/2022	AW	ULLMAN OIL CO,	$733.25 *	V
6972	03/16/2022	03/16/2022	AW	ULLMAN OIL CO,	-$733.25 *	V
7001	03/16/2022	03/16/2022	AW	ULLMAN OIL CO,	$733.25 *	V
7001	05/02/2022	05/02/2022	AW	ULLMAN OIL CO,	-$733.25	V
7074	05/02/2022	05/02/2022	AW	ULLMAN OIL CO,	$723.25	O
7075	05/02/2022	05/02/2022	AW	WINDSTREAM WESTERN RESERVE INC.	$392.11	O
7076	05/02/2022	05/02/2022	AW	CARGILL, INCORPORATED	$17,863.93	O
7077	05/02/2022	05/02/2022	AW	Bainbridge Township	$2,295.00	O
7078	05/02/2022	05/02/2022	AW	MATTHEW BLOWERS	$1,114.00	O
7079	05/02/2022	05/02/2022	AW	G.W. CONSTRUCTION	$14,100.00	O
7080	05/02/2022	05/02/2022	AW	SUNRISE SPRINGS WATER COMPANY	$127.70	O
7081	05/02/2022	05/02/2022	AW	ARIS	$99.90	O
7082	05/02/2022	05/02/2022	AW	JUDCO	$564.10	O
7083	05/02/2022	05/02/2022	AW	MICHAEL S. TROYAN	$1,026.60	O
7084	05/02/2022	05/02/2022	AW	GEAUGA COUNTY RECORDER	$20.00	O
7085	05/02/2022	05/02/2022	AW	MEDICAL MUTUAL OF OHIO	$35,793.18	O
7086	05/02/2022	05/02/2022	AW	GILLMORE SECURITY SYSTEMS,INC.	$80.00	O
7087	05/02/2022	05/02/2022	AW	INTERFINISH LLC	$400.00	O
7088	05/02/2022	05/02/2022	AW	OHIO EDISON	$17.27	O
7089	05/02/2022	05/02/2022	AW	VISION SERVICE PLAN - (OH)	$36.85	O
7090	05/02/2022	05/02/2022	AW	QUADIENT	$100.00	O
7091	05/02/2022	05/02/2022	AW	DELTA DENTAL	$803.84	O
7092	05/02/2022	05/02/2022	AW	WEAVER TREE	$1,185.00	O
7093	05/02/2022	05/02/2022	RW	ASHLEY FENNIMORE	$150.00	O
7094	05/02/2022	05/02/2022	RW	MELISSA POZWICK	$300.00	O
				Total Payments:	$76,459.48	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$76,459.48	

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.

AUBURN TWP ZONING REPORT

APRIL 2022

	Ja	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Agr/Other Exmptions	1												1
Amendment													
Billboard													
Commercial Additions													
Comm Fence													
Comm New													
Comm Remodel													
Comm Sign													
Comm Sub Lease, Use Change													
Culvert/Ditching													
Dev Plan Review													
Denial	1	1	1	1									3
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	1	1	1										3
Res Addition		1	2										3
Res Deck				1									1
Res Fences			1	1									2
Res Interior Completion													
Res Other		1	2	3									6
Res Patios													
Res Remodel													
Res Signs													
Res Signs Temp													
Res Signs Temp Bldg Const	1		2										3
Res Signs S/D													
Single Family Dwelling	2		3	1									6
Swim Pool Above Ground													
Swim Pool In Ground													
Transient Vendor													
Variance/Cond Use/	2	1	1										4
Voided Receipts/Copies/Other	1												1
Sub Total	9	5	13	7									34
TOTAL ISSUED	6	4	12	7									29

WEAVER TREE CO.

10095 St. Rt. 305
GARRETTSVILLE, OHIO 44231
Ph. 440-313-4456 • Fax 440-313-3273

☐ PROPOSAL ☐ INVOICE

No. 5444

Fully Insured - Certificates available upon request.

CUSTOMER ORDER NO.	PHONE
BILL TO Auburn Twp	
ADDRESS	
CITY	
JOB NAME AND LOCATION Firestation / Maintenance Garage Corner of Washington and Auburn	

DATE OF ORDER 4-25-22
STARTING DATE / /
ORDER TAKEN BY Emerick Gordon
☐ DAY WORK
☐ CONTRACT
☐ EXTRA
JOB PHONE

DESCRIPTION OF WORK

Clear trees in area in front of the station. - East side of creek clear trees and brush. - West side hill clear all ~~ET~~ standing and downed trees 4" and larger except ~~select~~ large hickory and cherry and several nice healthy smaller trees. - Grind stumps on east side of creek.

☐ Mini Loader	☐ No Cleanup	☑ Stump Grinding
☐ Aerial Lift	☐ Chip Brush	☐ Crane
	☐ Haul Logs	☑ Skidsteer
	☐ Full Cleanup	☑ Mini Skid

TOTAL MATERIALS	
TOTAL LABOR	$2000
~~Credit~~ Exempt TAX	
TOTAL AMOUNT	$2000

DATE COMPILED / /
WORK ORDER BY

☐ *No one home* ☐ *Total amount due for above work; or* ☐ *Total billing to be mailed after completion of work*

Signature Eugene T. McClure Date 5/2/2022

I have read the terms and conditions and accept this proposal.

WEAVER TREE CO.

10095 St. Rt. 305
GARRETTSVILLE, OHIO 44231
Ph. 440-313-4456 • Fax 440-313-3273

☐ PROPOSAL ☐ INVOICE

No. 5450

Fully Insured - Certificates available upon request.

CUSTOMER ORDER NO. / PHONE	DATE OF ORDER 4-26-22
	STARTING DATE / /
BILL TO Auburn Township	ORDER TAKEN BY Emerick Gordon
ADDRESS	☐ DAY WORK ☐ CONTRACT ☐ EXTRA
CITY	
JOB NAME AND LOCATION	
	JOB PHONE

DESCRIPTION OF WORK		
- Clear tree limbs over roadway - Provide 18-20' clearance over the road and 3-5' clearance on the berm.		
Wing Rd - From Washington to Stafford	-	$3300
Franks Rd - From Munn to Messenger	-	$4800
17170 Wing - Remove large dead maple - Crane -	-	$1100

☐ Mini Loader	☐ No Cleanup	☐ Stump Grinding
☑ Aerial Lift	☑ Chip Brush	☑ Crane 35 Ton
	☑ Haul Logs	☐ Skidsteer
	☑ Full Cleanup	☐ Mini Skid

TOTAL MATERIALS	
TOTAL LABOR	$9200
Exempt TAX	-
TOTAL AMOUNT	$9200

DATE COMPILED / / WORK ORDER BY

☐ *No one home* ☐ *Total amount due for above work; or* ☐ *Total billing to be mailed after completion of work*

Signature Eugene T. McCoy Date 5/2/2022 I have read the terms and conditions and accept this proposal.

Auburn Township

Large Item Trash Drop-Off Event

WHEN: **Saturday, June 4, 2022**
TIME: **8:00 am to 1:00 pm**
WHERE: **Adam Hall Community Center**
11455 Washington Street

FEE SCHEDULE:

Cash or checks accepted. No Charge for SENIORS.

Car and Small Truck Load..... $7.00 ea.
Full Size Truck Load.....$10.00 ea.
Tires – on & off rims, 8 per household – no charge

No liquids, paint, rocks, yard waste, household garbage, or hazardous waste will be accepted. All small materials should be consolidated in strong boxes or containers. Only unbroken car batteries will be accepted.

Proof of residency is required.

