RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES—REGULAR Meeting

GOVERNMENT FORMS & SUPPLIES 844-324-3338 FORM NO. 10148

Held Auburn Township Administration Building January 23, 2023 Page 1 20

The meeting of the Auburn Township Board of Trustees was called to order at 7:30 p.m. by Chairman Patrick J. Cavanagh. Present was Michael S. Troyan and Patrick J. Cavanagh.

The Pledge of Allegiance was led by Cub Scout, Jameson Wilson.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to approve the minutes of the Organizational and Regular Meeting of the Board of Trustees held on January 9, 2023. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

GUESTS:

Frank Antenucci, Geauga County Department of Informational Technology, presented a quote and service agreement for IT Services.

Chairman Cavanagh explained failure of the previously proposed contract with BPI for IT services failed to get the approval of our Prosecutor. She recommended we go with another vendor.

Mr. Antenucci introduced Andrew Haines who works in networking and Michael Tomc from the help desk support. He opened the floor to questions.

The Trustees asked if the quote included Auburn's Service Department. That department was not considered. They questioned if the quote included all new phones and new phone system. Mr. Antenucci answered yes.

Frank Antenucci, Andrew and Mike will return for a more thorough onsite visit and present another updated quote which includes the Service Department.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to approve Resolution 2023-03 Joint Agreement for Data Processing Services with the County and authorize Daniel J. Matsko, Deputy Fiscal Officer, to sign the agreement on behalf of the Auburn Township Board of Trustees. VOTE: Troyan, yes; Cavanagh, yes. The motion passed.

REPORTS:

Chief John Phillips, AVFD, presented a year to date statistics report for 2022 reflecting 853 total calls in 2022 compared to 853 in 2021. He reported the generator at the station failed and they had a water line break. Chief Phillips is in contact with our insurance, PERSO, and is filing a claim.

Michael S. Troyan had no report.

Patrick J. Cavanagh gave the quarterly cemeteries report submitted by Sexton, Michael Ludwig. He reported August – December 2022 there were a total of 18 graves sold, 3 graves transferred, 2 graves sold back to the township, 22 burials and 13 headstone footers installed.

Trustee Cavanagh reported the Parker Building thermostat at the Auburn Community Park broke and was repaired. He spoke to the monetary donation received from Auburn Community Church and the township's consideration of moving the Auburn Museum building to the Adam Hall property and also of implementing cemetery improvements.

Daniel J. Matsko, Deputy Fiscal Officer, presented a Payment Report listing warrants 7590 through 7626 for a total of $192,882.87. He spoke to his strategy to assign Road Department Cost Centers in UAN to track the cost of repairs and maintenance for township vehicles. Emerick to provide a list of what vehicles to track.

The Trustees signed the Highway System Mileage Certification from ODOT certifying the township is responsible for maintaining **53.884** miles of public roads.

NEW BUSINESS:

The annual pancake breakfast will be held at the Fire Station on February 26, 2023 from 8:00am – 12:00 noon.

PUBLIC COMMENT:

A resident pointed out the repetition of the 2/6/23 Trustee meeting on the calendar at the bottom of the agenda. The Trustees meet on the 6th and the 20th in February.

ADJOURNMENT:

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to adjourn the meeting. VOTE: Troyan, yes; Cavanagh. The motion passed. The meeting was adjourned at 8:28 p.m.

Daniel J. Matsko, Deputy Fiscal Officer

Patrick J. Cavanagh, Chairman

Eugene T. McCune Jr., Vice-Chairman

Michael S. Troyan, Trustee

2/6/23
Date

Payment Listing

January 2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
7590	01/09/2023	01/08/2023	AW	WEX BANK	$836.98	O
7591	01/09/2023	01/08/2023	AW	ARIS	$122.30	O
7592	01/09/2023	01/08/2023	AW	MATTHEW BLOWERS	$235.00	O
7593	01/09/2023	01/08/2023	AW	DELTA DENTAL	$803.84	O
7594	01/09/2023	01/08/2023	AW	MEDICAL MUTUAL OF OHIO	$34,909.52	O
7595	01/09/2023	01/08/2023	AW	VISION SERVICE PLAN - (OH)	$286.52	O
7596	01/09/2023	01/08/2023	AW	DOMINION EAST OHIO	$3,097.33	O
7597	01/09/2023	01/08/2023	AW	OHIO EDISON	$20.22	O
7598	01/09/2023	01/08/2023	AW	WASTE MANAGEMENT WESTERN RESER\	$615.37	O
7599	01/09/2023	01/08/2023	AW	SUNRISE SPRINGS WATER COMPANY	$194.75	O
7600	01/09/2023	01/08/2023	AW	NANCY DOLEZAL	$650.96	O
7601	01/09/2023	01/08/2023	AW	STAPLES ADVANTAGE	$270.92	O
7602	01/09/2023	01/08/2023	AW	GEAUGA COUNTY TOWNSHIP ASSOCIATI(	$137.50	O
7603	01/09/2023	01/08/2023	AW	EUGENE T MCCUNE JR	$2,968.20	O
7604	01/09/2023	01/08/2023	AW	WEAVER TREE	$2,800.00	O
7605	01/09/2023	01/08/2023	AW	GEAUGA COUNTY MAPLE LEAF	$135.70	O
7606	01/09/2023	01/08/2023	AW	NEWBURY AUTO PARTS,INC.	$260.00	O
7607	01/09/2023	01/08/2023	AW	CUMMINS BRIDGEWAY	$821.18	O
7608	01/09/2023	01/09/2023	AW	MATTHEW BLOWERS	$275.00	O
7609	01/09/2023	01/09/2023	AW	UNITED STATES TREASURY	$8,107.88	O
7610	01/23/2023	01/22/2023	AW	VALLEY FREIGHTLINER	$114,514.00	O
7611	01/23/2023	01/22/2023	AW	ILLUMINATING CO.	$4,043.23	O
7612	01/23/2023	01/22/2023	AW	WINDSTREAM WESTERN RESERVE INC.	$700.00	O
7613	01/23/2023	01/22/2023	AW	KINETICO QUALITY WATER SYSTEMS	$44.00	O
7614	01/23/2023	01/22/2023	AW	SUNRISE SPRINGS WATER COMPANY	$632.37	O
7615	01/23/2023	01/22/2023	AW	HARTMAN ELECTRIC, INC	$6,435.00	O
7616	01/23/2023	01/22/2023	AW	HARTMAN ELECTRIC, INC	$758.76	O
7617	01/23/2023	01/22/2023	AW	INTERFINISH LLC	$400.00	O
7618	01/23/2023	01/22/2023	AW	DOORWORKS & CONSTRUCTION CO. INC.	$514.00	O
7619	01/23/2023	01/22/2023	AW	STAPLES ADVANTAGE	$421.07	O
7620	01/23/2023	01/22/2023	AW	VISA	$396.07	O
7621	01/23/2023	01/22/2023	AW	JOHN SZOKA	$489.50	O
7622	01/23/2023	01/22/2023	AW	MICHAEL S. TROYAN	$999.80	O
7623	01/23/2023	01/22/2023	AW	OHIO DEPT OF TAXATION	$2,150.30	O
7624	01/23/2023	01/23/2023	AW	HOME DEPOT	$299.70	O
7625	01/23/2023	01/23/2023	AW	RUTH CAVANAGH	$2,041.20	O
7626	01/23/2023	01/23/2023	AW	JOHN PHILLIPS	$494.70	O
				Total Payments:	$192,882.87	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$192,882.87	

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

Yearly cemetery report for 2022

Graves sold:

18 graves to 10 residents

Graves transferred:

3 total

Graves sold back township:

2 total

22 burials:

10 full burials

12 ash internment

13 headstone footers installed

Working with Stonehugger Cemetery Restoration to phase in straightening and cleaning of monuments with the donation from the Auburn Community Church. Should be phased in over the next 3-4 years. Stonehugger was used by Munson and Troy township and I personally looked at the work .

Cemetery report for August thru December 2022

Graves sold:

Greg and Debra Standley(4)

Szilver(Nick) Zsebedics(1)

Bob and Kathy Hurley(1)

Stephanie Zsebedics(1)

Grave transferred:

Pam Raines to Cynthia Bindus

Ash internment:

Shelia Novotny

Full burial internment:

Dorothy Papp, Ronnie Golden, Nick Zsebedics,

Frank Madej, Benton Edic Jr.

AUBURN FIRE DEPARTMENT

10950 WASHINGTON STREET
AUBURN TOWNSHIP, OHIO 44023
PHONE: 440-543-4133
FAX: 440-543-5539

TO: Chief Phillips

FROM: Captain Tomaselli

DATE: January 22, 2023

RE: Auburn Fire YTD Statistics (2022 vs 2021)

	Jan-Dec 2022	Jan-Dec 2021
EMS Calls	520	522
Fire Calls	351	331
Total Calls	**871**	**853**
Mutual Aid Given	216	182
Mutual Aid Received	54	65
Total Transports	364	367
Total Non-Transports	176	194
Total Transfer to other Agency	7	3
Total Patients	**547**	**564**
Percentage of Multiple Calls*	**21.35%**	**24.15%**

*****01/01/2022 to 12/31/2022*****
***see multiple calls report for details**

Sincerely,

Captain Nicholas M. Tomaselli

Month	Double	Triple	Quadruple	Quintuple	Sextuplet	Monthly Total
January 2022	3					3
February 2022	6					6
March 2022	5					5
April 2022	7					7
May 2022	12	1				13
June 2022	6	1				7
July 2022	7					7
August 2022	8					8
September 2022	2	2				4
October 2022	9					9
November 2022	3	1				4
December 2022	16	1				17
TOTAL	84	6				90

YTD Occurrences: 73

Total # of Calls: 186 calls
Dept. Total YTD: 871 calls

Percentage of Multiple Calls- 21.35%

Report from 01/01/2022 to 12/31/2022

Ohio Department of Transportation

Office of Technical Services

2022 Township Highway System Mileage Certification

Note: This form must be submitted to ODOT no later than March 1, 2023 or county mileage will be certified by default based on the best information available.

The total certified mileage at the end of Calendar Year 2021 for AUBURN **Township**

in GEAUGA **County was** 53.884 **miles**

As certified by the Board of Township Trustees or reported by the Director of Transportation. in accordance with the provisions specified in the Ohio Revised Code, Section 4501.04.

Consider all mileage changes that occurred in CY2022 and determine the net increase or decrease in mileage. Add the net change to the 2021 certified mileage above and fill in the new total below.

We the undersigned, hereby certify that as of December 31,2022

the township was responsible for maintaining 53.884 **miles of public roads.**

_____ 1-23-23

Signature of Chairman of Board of Township Trustees **Date**

_____ 01/23/23

Trustee Signature **Date**

_____ _____

Trustee Signature **Date**

_____ _____

County Engineer Signature **Date**

Comments:

_____

_____

_____

Please return a completed, signed copy of this form along with proper documentation of any changes made to:

Ohio Department of Transportation
Office of Technical Services
Mail Stop #3210
1980 West Broad St. 2nd Floor
Columbus, Ohio 43223
Attn: Aaron Shvach (614) 466-5135 or aaron.shvach@dot.ohio.gov

COPY

Ohio Department of Transportation

Office of Technical Services

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Signature of Chairman of Board of Township Trustees	**Date** 1-23-23
Trustee Signature	**Date** 01/23/23
Trustee Signature	**Date**
County Engineer Signature	**Date**

Comments:

Please return a completed, signed copy of this form along with proper documentation of any changes made to:

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AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, January 23, 2023



REGULAR MEETING –7:30 PM

PLEDGE OF ALLEGIANCE

MINUTE APPROVAL:
- Regular Meeting – January 9, 2023

GUESTS:
1. **Frank Antenucci**, Geauga County Department of Informational Technology
2. **Auburn Cub Scouts Webelo 2** (Question & Answer session)
   LouAnn Foerster, Cub Scout Master and Webelo 2 Den Leader
   - Xander Foerster, Jameson Wilson, Caden Krukowski and Joshua Flinders

SCHEDULED REPORTS:
- Chief John Phillips, AVFD

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

OLD BUSINESS:

NEW BUSINESS:
- 2022 Township Highway System Mileage Certification / ODOT
- Resolution 2023-03 Authorizing expenditure for American Rescue Plan Act Fund / $19,108.55 / Geauga County IT Services & Equipment
- Resolution 2023-04 Resolution to approve joint agreement for data processing services / $19,108.55

SAVE THE DATES:

01/26/23 – Zoning Commission -7:00pm @ Auburn Administration Bldg.
02/06/23 – Regular Meeting of the Board of Trustees– 7:00pm @ Auburn Admin. Bldg.
02/07/23 – BZA Meeting – 7:00pm @ Auburn Administration Bldg.
02/06/23 - Board of Trustees meeting – 7:30pm @ Auburn Administration Bldg.
02/09/23 – Zoning Commission - 7:00pm @ Auburn Administration Bldg.
02/23/23 – Zoning Commission -7:00pm @ Auburn Administration Bldg.

Auburn Township Board of Trustees
Meeting Attendance Sheet

JAN 23 2023

AUBURN TOWNSHIP

Please Sign In

Print Name	Resident	Non-Resident
1. DALE RYAN		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		