RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEE REGULAR Meeting

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

Held _____ 20 _____

The Regular meeting of the Auburn Township Board of Trustees was called to order at 7:30 p.m. by Patrick J. Cavanagh. All Trustees were present.

The Pledge of Allegiance was led by Don Rice.

All three Trustees spoke in memory of Fredrick L. May.

GUESTS:

Don Rice, Superintendent of the Geauga County Board of Developmental Disabilities spoke to the Trustees about the Metzenbaum Center. The Metzenbaum Center serves approximately 1,100 Geauga County residents by helping them to live, learn and earn in our community.

Elizabeth Keller-Hauser presented a proposal from Colonial Life.

Motion by Eugene T. McCune Jr. seconded by Michael S. Troyan to approve the minutes of the Public Hearing Meeting of the Board of Trustees held on April 17, 2023. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed.

Motion by Eugene T. McCune Jr. seconded by Michael S. Troyan to approve the minutes of the Regular Meeting of the Board of Trustees held on April 17, 2023. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed.

REPORTS:

Frank Kitko, Zoning Inspector, submitted a zoning report reflecting 15 applications processed in the month of April resulting in 15 permits issued.

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

- April saw no appreciable accumulation of snow that required plowing and or salting. The 2022 / 2023 ODOT contract has been satisfied with 1800 tons of deicing material purchased, received and stacked in the salt dome. Currently we have ~ 2150 tons of road salt in inventory and the new 2023 / 2024 ODOT Resolution to Participate has been submitted and accepted.
- There was one high wind event on April 1st that brought down trees and limbs on several roads. Attention had to be given the Auburn Community Park trail as three trees were suspended precariously over the walking path.
- Preliminary work for the paving of various roads is underway with the replacement of two large cross culvert pipes on Bridge Creek Tr. scheduled to begin the first week of May 2023. Spot ditching and the removal of debris in the drainage infrastructure of scheduled roads has also begun and will continue until paving begins.
- Cold patching was done on several roads as well as berm repair.
- With the passing of the resolution restricting engine brake use within the township, we have installed ten of the fourteen signs slated for county roads and will have the balance installed in the next two weeks.
- Remember to call the Geauga County Department on Aging to sign up for a spot on our senior trash pickup days, June 1st and 2nd. Pickups are held to 100 spots for qualifying Auburn Twp. seniors.

Mr. Gordon entertained a question from resident, Chris Chaney, about intrusive plants at the Auburn Community Park.

REPORTS (continued):

Michael S. Troyan submitted an expense report for Auburn Fire Department equipment expenses. He noted he has been fielding lots of questions from residents regarding NOPEC's opt-in/opt-out policy and rate increase.

Eugene T. McCune Jr. also has been receiving calls about NOPEC.

Patrick J. Cavanagh presented the 2023 Crack Seal BID PACKAGE. The legal ad will be published May 11, 2023; Bid Deadline is 4:00PM on June 5, 2023; and bids will be opened at the Board of Trustees Regular Meeting on June 5, 2023.

Daniel J. Matsko, Fiscal Officer, presented a payment report listing warrants 56-2023 and 7763 through 7792 totaling $115,013.08. He presented Resolution 2023-17 and Resolution 2023-18.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to adopt Resolution 2023-17 for the permanent reallocation of the following funds:

- **$99,822.37 Interfund transfer from GENERAL FUND 1000 to SPECIAL LEVY FIRE FUND 2191 for receipt of 2018 insurance settlement into correct fund.**

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

Motion by Patrick J. Cavanagh seconded by Eugene T. McCune Jr. to adopt Resolution 2023-18 for the following Increased Revenue & Supplemental Appropriations:

- **$76.140.00 Supplemental Appropriation to Special Levy Fire Fund – Capital Outlay 2191-760-740 MACHINERY, EQUIPMENT AND FURNITURE for payment of overdue insurance proceeds from 2018.**
- **$2,789.00 received from State Fire Marshall for 2022 Training Grant awarded to Auburn Fire Department increasing 2191 Fire Levy Fund revenues.**
- **$2,789.00 Supplemental Appropriation to Special Levy Fire Fund – Fire Protection 2191-220-599 OTHER – OTHER EXPENSES for payment received from State Fire Marshal 2022 Training Grant Award.**

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

OLD BUSINESS:

The Trustees discussed proposed Zoning Amendment ZC2023-01. Specifically they discussed the outdoor shooting range limitations and changed it to be prohibited in commercial areas.

Motion by Patrick J. Cavanagh seconded by Eugene T. McCune Jr. to approve the Zoning Resolution Amendment known as ZC2023-01 with modifications. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed.

New smoke detectors were installed in the Administration building by Gillmore Security.

The Volunteer Firefighters Dependents Fund board members met.

RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEE REGULAR Meeting

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

Held _____ 20 _____

Motion by Patrick J. Cavanagh seconded by Eugene T. McCune Jr. to appoint the Board of Trustee Chairman as Chairman of the Volunteer Firefighters Dependents Fund Board. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Eugene T. McCune Jr. to appoint an Auburn Volunteer Fire Department member as secretary of the Volunteer Firefighters Dependents Fund Board. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed.

Motion by Patrick J. Cavanagh seconded by Eugene T. McCune Jr. to appoint Carl Schneider as a Public Member of the Firefighters Dependents Fund Board. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed.

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

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr. to charge $10 per car load and $15 per truck load at the Large Item Trash Drop-Off Event on June 3, 2023. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed.

The Trustees discussed franchise fees received.

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr. to deposit $1,573.25 franchise fees received from CSC Holdings into the Land Acquisition and Improvement Fund. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed.

ADJOURNMENT:

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr. to adjourn the meeting. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed. The meeting was adjourned at 8:38 p.m.

Daniel J. Matsko, Fiscal Officer

Patrick J. Cavanagh, Chairman

Eugene T. McCune Jr., Trustee

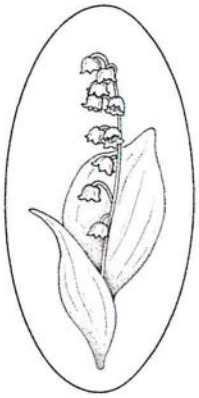
Michael S. Troyan, Trustee

5/15/23
Date

Est. 1817

AUBURN
TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, May 1, 2023



REGULAR MEETING –7:30 PM

PLEDGE OF ALLEGIANCE

GUEST:
- Superintendent, Don Rice, The Metzenbaum Center
- Elizabeth Keller Hauser and Laura Biro from Colonial Life

MINUTE APPROVAL:
- Approve Regular Meeting – April 17, 2023
- Approve Public Hearing – April 17, 2023

SCHEDULED REPORTS:
- Frank Kitko, Zoning Inspector
- Emerick Gordon, Township Highway Superintendent

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

OLD BUSINESS:
- Proposed Zoning Amendment 2023-01
- Gillmore Security smoke detector updates

NEW BUSINESS:
- Set fees for Large Item Trash Drop Off EVENT
- Franchise Fees received / CSC Holdings (Altice) / $1,573.25
- Memorial Day Services – Sunday, May 28, 2023

SAVE THE DATES:

05/09/23 - BZA Meeting -7:00pm @ Auburn Administration Bldg.
05/11/23 - Zoning Commission- CANCELLED
05/15/23 - Board of Trustees meeting – 7:30pm @ Auburn Administration Bldg.
05/21/23 – Auburn Alumni Reunion – Adam Hall
05/25/23 - Zoning Commission-CANCELLED
05/28/23 – Memorial Day Services (see flyer or website)
MUST PRE-REGISTER @ 440-279-2130 (Geauga Dept. on Aging)
- 06/01/23 – Auburn Senior resident large trash pick-up event. 7:00am-4:00pm
- 06/02/23 - Auburn Senior resident large trash pick-up event. 7:00am-4:00pm

06/03/23 – Large Trash Item Drop-Off EVENT/ 8:00am – 1:00pm / Adam Hall

AUBURN TWP ZONING REPORT

APRIL 2023

	Ja	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Agr/Other Exmptions													
Amendment													
Billboard													
Commercial Additions													
Comm Fence				1									1
Comm New	1												1
Comm Remodel													
Comm Sign													
Comm Sub Lease,				2									2
Use Change													
Culvert/Ditching													
Dev Plan Review													
Denial													
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	1	1											2
Res Acc Bldg Over 200 sf			6	3									9
Res Addition		1	2										3
Res Deck													
Res Fences		1	1	4									6
Res Interior Completion													
Res Other				1									1
Res Patios													
Res Remodel													
Res Signs													
Res Signs Temp													
Res Signs Temp Bldg Const		1		1									2
Res Signs S/D													
Single Family Dwelling		1											1
Swim Pool Above Ground				1									1
Swim Pool In Ground				2									2
Transient Vendor													
Variance/Cond Use/	1												1
Voided Receipts/Copies/Other													
Sub Total	3	5	9	15									32
TOTAL ISSUED	2	5	9	15									31

2023 PROPOSED CRACK SEAL SCHEDULE

NAME	TR#	LOCATION	LENGTH	UNIT PRICE
ALEX WAY	1027	TAYLOR MAY CUL DE SAC	528.0	
AUBURN SPRINGS DR.	956	OFF STAFFORD	2,534.4	
BARTHOLOMEW RD.	195	MUNN - THORPE	4,752.0	
BELMONT LANE	1006	OFF ASCOT LANE	686.4	
BROOKFIELD DRIVE	740	OFF CRACKLE CUL DE SAC	2,112.0	
CHAMPLAIN TRAIL	983	OFF TAYLOR MAY	1,003.2	
CHANTICLEER COURT	981	OFF TAYLOR MAY	1,161.6	
CHATEAU TRAIL	982	OFF TAYLOR MAY	897.6	
CINNABAR TRAIL	878	OFF TAYLOR MAY	1,056.0	
CUMBERLAND TRAIL	998	LORIEN WOODS	2,217.6	
EASTWOOD DRIVE	887	OFF AUBURNDALE (WHITE OAKS)	1,267.2	
FIRWOOD LANE	999	LORIEN WOODS	686.4	
HORSESHOE DRIVE	961	STERLING GLEN	1,848.0	
LELAND LANE	1001	OFF THORPE / BARTHOLOMEW	475.2	
LUCKY BELL	545	LORIEN WOODS	6,177.6	
QUEENS WAY	927	OFF MUNN	1,689.6	
RIVERWOOD LANE	680	LORIEN WOODS	2,006.4	
STAFFORD ROAD	187	TOWNSHIP LINE - MUNN	6,336.0	
STELLA LANE	1028	TAYLOR MAY CUL DE SAC	1,372.8	
STERLING GLEN LANE	960	STERLING GLEN	2,164.8	
TAYLOR MAY ROAD	186	AUBURN - 44	7,990.0	
TAYLOR MAY ROAD	186	MUNN RD to AUBURN RD	7,392.0	
TAYLOR MAY ROAD	186	TOWN LINE TO AUBURN RD	6,964.0	
WIDGEON DRIVE	805	OFF MUNN CUL DE SAC	2,112.0	
WINGATE DRIVE	748	OFF AUBURN CUL DE SAC	1,108.8	
WHISPERWOOD EXT.	569	END OF WHISPERWOOD	264.0	

AUBURN TOWNSHIP

Auburn Township Board of Trustees
Meeting Attendance Sheet

MAY 01 2023

AUBURN TOWNSHIP

Please Sign In

	Print Name	Resident	Non-Resident
1.	Dow Rice Metzenbaum Center		✓
2.	CARL SCHNEIDE	✓	
3.	Elizabeth Hauser - Colonial Life & Accident		X
4.	Ann Wishart ML		X
5.	Christopher Chaney	✓	
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

RESOLUTION 2023-17
FOR REALLOCATION OF FUNDS

The **Board of Trustees of Auburn Township**, Geauga County, Ohio met in regular session on the **1ST day of MAY 2023**:

Present Were: Patrick J. Cavanagh

Eugene T. McCune

Michael S. Troyan

Mike Troyan 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 PERMANENT REALLOCATION OF FUNDS are necessary:

$99,822.37 Interfund transfer from GENERAL FUND 1000 TO SPECIAL LEVY FIRE FUND 2191 for receipt of 2018 insurance settlement into correct fund.

P.J. Cavanagh seconded the resolution and the roll being called upon its adoption the vote resulted as follows:

Patrick J. Cavanagh voted YES

Eugene T. McCune voted YES

Michael S. Troyan voted YES

Adopted this 1st day of MAY, 2023

D.J. Matsko

Daniel J. Matsko, Fiscal Officer

RESOLUTION 2023-18
FOR INCREASED REVENUE & SUPPLEMENTAL APPROPRIATIONS

The **Board of Trustees of Auburn Township**, Geauga County, Ohio met in regular session on the **1st day of MAY 2023**:

Present Were: Patrick J. Cavanagh

Eugene T. McCune

Michael S. Troyan

P. 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 it is necessary to adopt the following:

$76,140.00 Supplemental Appropriation to Special Levy Fire Fund – Capital Outlay 2191-760-740 MACHINERY, EQUIPMENT AND FURNITURE for payment of overdue insurance proceeds from 2018.

$2,789.00 Received from State Fire Marshall for 2022 Training Grant awarded to Auburn Fire Department increasing 2191 Fire Levy Fund revenues.

$2,789.00 Supplemental Appropriation to Special Levy Fire Fund – Fire Protection 2191-220-599 OTHER – OTHER EXPENSES for payment received from State Fire Marshal 2022 Training Grant Award.

THEREFORE the Board adopts the aforesaid and requests an Amended Certificate.

Gene McCune seconded the resolution and the roll being called upon its adoption the vote resulted as follows:

Patrick J. Cavanagh voted YES

Eugene McCune voted YES

Michael S. Troyan voted YES

Adopted this 1st day of MAY, 2023

DJ Matsko

Daniel J Matsko, Fiscal Officer

4/18/2023

Project worksheet.

SCBA [AFG]	$	216,688.00
SCBA [Extra]	$	4,317.00
Battery Rescue Tools	$	90,772.00
800 Radios	$	158,854.04
Station Alerting [Est.]	$	800.00
Turnout Gear	$	40,000.00
Subtotal Costs	$	511,431.04
AFG Award	$	270,563.80
Township Funding	$	239,689.87
Subtotal Funds	$	510,253.67
Balance	$	(1,177.37)

Payment Listing

May 2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
56-2023	05/01/2023	04/30/2023	CH	BUREAU OF WORKERS COMPENSATION	$1,337.24	O
7763	05/01/2023	04/30/2023	RW	AUDRA VALAITS	$150.00	O
7776	05/01/2023	05/01/2023	AW	ULLMAN OIL CO,	$1,636.37	O
7777	05/01/2023	05/01/2023	AW	BURNHAM & FLOWER	$520.00	O
7778	05/01/2023	05/01/2023	AW	J&B FLEET - INDUSTRIAL SUPPLY	$385.02	O
7779	05/01/2023	05/01/2023	AW	MORTON SALT	$14,055.39	O
7780	05/01/2023	05/01/2023	AW	ACTION LOCK	$95.00	O
7781	05/01/2023	05/01/2023	AW	ACQUIRE FIRE PROTECTION	$1,177.27	O
7782	05/01/2023	05/01/2023	AW	MARK STURM	$32.00	O
7783	05/01/2023	05/01/2023	AW	MATTHEW BLOWERS	$450.00	O
7784	05/01/2023	05/01/2023	AW	OHIO EDISON	$19.35	O
7785	05/01/2023	05/01/2023	AW	ILLUMINATING CO.	$3,139.11	O
7786	05/01/2023	05/01/2023	AW	AUBURN VOLUNTEER FIRE DEPARTMENT	$76,140.00	O
7787	05/01/2023	05/01/2023	AW	AUBURN VOLUNTEER FIRE DEPARTMENT	$2,789.00	O
7788	05/01/2023	05/01/2023	AW	CASH	$160.00	O
7789	05/01/2023	05/01/2023	AW	WEX BANK	$202.82	O
7790	05/01/2023	05/01/2023	AW	DOMINION EAST OHIO	$1,574.30	O
7791	05/01/2023	05/01/2023	AW	UNITED STATES TREASURY	$5,752.20	O
7792	05/01/2023	05/01/2023	AW	UNITED STATES TREASURY	$5,398.01	O
				Total Payments:	$115,013.08	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$115,013.08	

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.

Colonial Life

AUBURN TOWNSHIP

Life is anything but expected. That's why we're here.

Colonial Life provides benefits that employees want for the unexpected moments in life. Whether planning for retirement, growing their families, or saving for college, they know an injury or illness won't derail their dreams.

Enrollment Type

- Face-to-Face
- Virtual

Enrollment System

- Harmony



Learn more online at: ColonialLife.com

Products

Accident Insurance

From a fall to a car accident, this coverage offers a range of benefits to help cover medical or non-medical related expenses due to a covered accident.

Critical Illness Insurance

Provides lumpsum benefits for a covered critical illness, such as a heart attack or stroke.

Qualified Programs

$10,000 AD&D

If enrollment conditions are met, employees can receive $10,000 Accidental Death & Dismemberment Insurance for one year. No Colonial Life purchase is required. Home Office approval required.

Complimentary Benefits

HRAnswersNow

Receive complimentary access to HRAnswersNow, which includes a labor law library, state employment laws, and templates for job descriptions and performance reviews.

WellCard

The WellCard provides discounts on prescription drugs, discounts on medical and dental expenses, access to a telemedicine provider, and medical bill consultation. It's complimentary for any employee.