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 and also present were Trustees Eugene T. McCune, Jr. and Michael S. Troyan. Daniel J. Matsko, Fiscal Officer, was at a Government Finance Conference which is required by law for Fiscal Officer's to attend. Chairman Cavanagh introduced Joan Windnagel who was taking the minutes for the Fiscal Officer.

The Pledge of Allegiance was led by Deb Stanley.

Motion by Michael S. Troyan, seconded by Eugene T. McCune, Jr., to approve the minutes of the Regular Meeting of the Board of Trustees held on May 15, 2023. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed.

Patrick J. Cavanagh explained the Crack Seal of Various Roads in Auburn Township. The bid package is done in house - lists the roads, road length, and bidder submits the unit price. The Trustees and Township Highway Superintendent make the final decision to either do the entire program or partial, and the crack seal projects are not overseen by the County Engineer. The previous bid for asphalt resurfacing was a fair amount and under the estimate. The bid notice was advertised for Crack Seal of Various Roads in Auburn Township to be submitted to 11010 Washington Street on June 5, 2023, by 4:00 p.m.

7:35 P.M. BID OPENING: Crack Seal of Various Roads in Auburn Township.

Patrick J. Cavanagh stated two bids were received by the 4:00 P.M. deadline.

1. Scodeller Construction, Plain City, Ohio, bid bond included – TOTAL - $42,995.00 If the Trustees vote, to do the entire program. Time stamped 2:42 P.M.

2. Asphalt Fabrics & Specialties, Solon, Ohio, bid bond included – TOTAL - $45,010.00 If the Trustees vote, to do the entire program. There is some research to do. No decision made at this time.

SCHEDULED REPORTS:

Frank Kitko, Zoning Inspector – Five zoning permits issued. Issue 1 – Munn Road – Kuhnle' s mining operation, applying for a permit through the State of Ohio; and Auburn Township BZA will hear the case. 2) Timmons – gas process. Mr. Kitko wants questions in writing so that he can respond in writing. 3) Apple Cider Venue, E. Washington St., Carmella Shale, Geauga Soil & Water Conservation District, is checking if the business is agricultural. If classified as agricultural, exempt from zoning. Mr. Kitko wants the request in writing, will respond in writing. Agriculture exempt remains to be seen with the public coming in and out, sitting down, and drinking something. If Auburn Township signs off that this venue is exempt from zoning, the County Building Department will exempt, also. The County Health Department will not exempt them. There are different rules for brewery, winery – grapes on the property, apples on the property, and the process of making apple cider. 4) Dirt on Munn Road, Sheriff contacted, the township will send a sweeper. 5) The June 6, 2023, BZA Meeting cancelled. The Appellant did not have the paperwork ready. 6) The house next to the Auburn Inn is being cleaned up.

Emerick P. Gordon. Township Highway Superintendent – Bridge Creek drainage project additional crushed concrete to trench the collapse of the road. Replacing two failed concrete panel sections on Whisperwood Circle. The County Engineer's pre-construction meeting for the 2023 asphalt of various roads has not been scheduled. Mr. Gordon will contact Mr. Cavanagh with the date and time. Patching township roads and doing berm work. Tree trimming on various roads. "No Engine Brake" signs installed. Roadside mowing continuing. Doing limestone screenings on the bleed throughs on township chip and seal roads. The cost for a total road reconstruction is $1 million dollars per mile and construction trucks ruin the new subdivision roads causing complete failure of the road surface. The County Engineer's Dept. has since changed the County Subdivision Regulations for road surfaces requiring 12 inches of base.

REPORTS (continued):

Michael S. Troyan – There was a truck fire on Thorpe Road. The Fire Department took care of the problem. Trustees viewed the photos of the damage. Emerick Gordon, Highway Superintendent, investigated the damage to the road. Mr. Troyan had Force Account information which listed the equipment rates to do the repair. The damage was minimal and nothing of any consequence. Should the cost of the damage to the road be submitted to the truck owner's insurance company? Mr. Cavanaugh recommended it be turned over to OTARMA (township insurance company). It might be an easier way to handle; and he will work with Nancy Dolezal, Adm. Assistant, in contacting OTARMA. The Trustees agreed. The individual is not an Auburn Township resident.

Mr. Troyan continued to discuss the letter of intent prepared by Nancy Dolezal for NOACA's application for a Charging and Fueling Infrastructure (CFI) Program Grant for regional electric charging stations to be located at the Auburn Township Town Hall. One, is the community interested, and now Auburn Township is being asked to provide a local match of $70,000. The Trustees agreed they were in support of NOACA applying for the grant through the Federal Government, and the local government bodies to support NOACA's efforts. The location for the four fixed electric charging stations is the Auburn Township Town Hall. NOACA will contribute $350,000 and Auburn Township's match would be $70,000. Mr. Cavanagh stated this issue was dealt with in zoning, and he is opposed to the Auburn Township match. Mr. Troyan will discuss with Nancy Dolezal.

Eugene T. McCune Jr. - The Memorial Day celebration went very well. He wanted to thank the following: Newell Howard, speaker; the young girl that sang, bagpipe player, trumpet player, and the Boy Scouts for their participation. It was a very solemn ceremony. The names of the deceased Auburn Township servicemen, who have passed, are still read which Mr. McCune was very appreciative and felt this should continue. Many residents attended.

Mr. Cavanagh stated Adam Hall incorporated since 2018-2019 in the Memorial Day celebration. The Sheriff's Dept. in the past was asked to close Washington Street from 9:00 A.M. to 11 A.M. for the parade. There is no longer a parade. The Ceremony began at 10:30 A.M. at Shadyside Cemetery and lasted until 11:00 A.M. Mr. Cavanagh felt the road should be closed for future Memorial Day Ceremonies for the ½ hour. The township did not experience any issues. It was a very nice ceremony. Thank you all.

Patrick J. Cavanagh - Phase II of the Auburn Community Park parking lot is completed. The parking lot has doubled. Phase III is the Retention Pond. There will be an ingress and egress area. A system will alleviate mass confusion. Mr. Gordon, Highway Superintendent, stated there was damage to the Community Park parking lot, and it was caught on camera with date and time noted. The individual(s) did donuts and made deep ruts. It needs repair and is being turned over to the Geauga County Sheriff.

Mr. Cavanagh stated Clean-Up Day on Saturday, June 3, 2023, the vehicles were clear to Messenger Road. There were ten dumpsters – down two dumpsters from 2022. There were 100 residents who participated. Thanks to the guys. The residents appreciate it. There were lots of grills and riding mowers, and mostly residents in trucks with trailers. Mr. Gordon, Highway Superintendent, stated there was limited illegal dumping at the site after Clean-Up Day. The seniors love that their items are picked up at their house. It is a great program. Mr. Troyan stated there was a piano left prior to Clean-Up Day. There were two dumpsters of steel. The township is reimbursed for the steel.

Dan Matsko, Fiscal Officer – Joan Windnagel stated that there was $595 received on Clean-Up Day from the residents. The Payment Listing Report indicates electronic warrants No. 74-2023 through 76-2023 for payroll, PERS, and Ohio Deferred Compensation; and Warrants 7818 – 7850 for a total of $392,085.48.

OLD BUSINESS:

Progress of Auburn Community Park parking lot was already discussed.

NEW BUSINESS:

Quote received – Kinetic Business - $135.00 total one time installation charge & $119.35 per month – Office Suite internet phones & paging system – Mr. Gordon, Highway Superintendent, stated the Road Department does not have any type of support any more. They cannot receive any messages. It is strictly a call in and call out system. Fire Chief Phillips stated the Fire Department's system is still working. Mr. Gordon and ADP as well will work together. Calls cannot be forwarded to the Road Garage from the Administration Building. The equipment installation is $135.00. Mr. Gordon needs another quote to run the new cable for the phones. The Trustees decided to wait. In answer to Mrs. Jones' question, this project does not have to go out for competitive bid. Since the passing of Mr. Tom Roberts, there is no support for Mr. Roberts's phone system.

Reschedule July Board of Trustees meeting(s) – Mondays, July 10th & 24th. The Trustees discussed Monday, July 3, 2023, which is the scheduled date for the Auburn/Bainbridge Township Fireworks, and it is also the regularly scheduled meeting date for the Auburn Township Trustees.

Motion by Patrick J. Cavanagh, seconded by Eugene T. McCune, Jr., to move the Auburn Township Trustees meeting dates in July to the 10th and the 24th. VOTE: Cavanagh, yes; McCune, yes; and Troyan, yes. The motion passed.

Franchise Fees received – Charter Communications - $5,151.78. Mr. Troyan recommended the franchise fees be used for Land Acquisition and Land Improvement.

Motion by Michael S. Troyan, seconded by Eugene T. McCune, Jr., to use the franchise fees received in the amount of $5,151.78 for Land Acquisition and Land Improvement. VOTE: Troyan, yes; McCune, yes; and Cavanagh, yes. The motion passed.

Resolution 2023-19 Authorizing expenditure from ARPA Fund - $46,500 – Parking Lot Expansion @ Auburn Community Park Phase II

Mr. Cavanagh stated: The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount not to exceed: $46,500. The Project described herein services the objectives of the Act by providing services traditionally provided by a government, namely:

Police protection; Fire and emergency medical services; Road repair, maintenance and other transportation and safety services; Public infrastructure support; General government administration and administrative facilities; Land use regulations and enforcement.

Parks and recreational facilities and programs: Other

Accordingly, the Project is in the best interests of the Township and is deemed a priority for the community. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

Motion by Patrick J. Cavanagh, seconded by Eugene T. McCune, Jr., to adopt Resolution #2023-19 Authorizing Expenditure from ARPA Fund $46,500 – parking lot expansion at the Auburn Community Park Phase II. VOTE: Cavanagh, yes; McCune, yes; and Troyan, yes. The motion passed.

PUBLIC COMMENTS:

There were no public questions or comments at this time.

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 8:23 p.m.

Daniel J. Matsko, Fiscal Officer

Patrick J. Cavanagh, Chairman

Eugene T. McCune Jr., Vice Chairman

Michael S. Troyan, Trustee

Date June 19, 2023

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, June 5, 2023



REGULAR MEETING –7:30 PM

PLEDGE OF ALLEGIANCE

7:35 P.M. BID OPENING: Crack Seal of Various Roads in Auburn Township

MINUTE APPROVAL:
- Approve Regular Meeting – May 15, 2023

SCHEDULED REPORTS:
- Frank Kitko, Zoning Inspector
- Emerick P. 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:
- Auburn Community Park parking lot expansion

NEW BUSINESS:
- Quote received / Kinetic Business / $135.00 total one time installation charge & $119.35 per month / Office Suite internet phones & paging system
- Reschedule July Board of Trustees meeting/meetings ? (Mondays, July 10th & 24th)?
- Franchise Fees received / Charter Communications / $5,151.78
- Resolution 2023-19 Authorizing expenditure from ARPA Fund /$46,500 / Parking lot expansion @ Auburn Community Park Phase II

SAVE THE DATES:

06/06/23 – BZA Meeting – CANCELLED
06/08/23 – Zoning Commission Meeting -7:00pm @ Auburn Administration office
06/13/23 – BZA Meeting-7:00pm @ Auburn Administration office
06/19/23 – Board of Trustees Regular Meeting-7:30pm @ Auburn Administration office
06/22/23 – Zoning Commission Meeting-7:00pm @ Auburn Administration office
07/03/23 - Board of Trustees Regular Meeting-7:30pm @ Auburn Administration office
07/03/23 – Auburn/Bainbridge Fireworks
07/04/23 – Auburn Parade & Picnic at the Fire Station – 11:00am

AUBURN TOWNSHIP

Auburn Township Board of Trustees
Meeting Attendance Sheet

JUN 05 2023

AUBURN TOWNSHIP

Please Sign In

Print Name	Resident	Non-Resident
1. CARL SCHNEIDER	✓	
2. Deb Standley	✓	
3.		
4.		
5.		
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8.		
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10.		
11.		
12.		
13.		
14.		

Payment Listing

6/1/2023 to 6/5/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
74-2023	06/01/2023	06/02/2023	CH	AHOLA CORPORATION	$18,371.12	O
75-2023	06/02/2023	06/02/2023	CH	PUBLIC EMPLOYEES RETIREMENT SYSTE	$12,674.06	O
76-2023	06/02/2023	06/02/2023	CH	OHIO DEFFERRED COMPENSATION	$1,300.00	O
7818	06/05/2023	06/04/2023	RW	STEVE DEMETRIOU	$300.00	O
7819	06/05/2023	06/04/2023	RW	ELIZABETH FUNNEL	$150.00	O
7820	06/05/2023	06/04/2023	RW	JACLYN RANDAZZO	$150.00	O
7821	06/05/2023	06/04/2023	AW	PAT PETRICH	$41.53	O
7822	06/05/2023	06/04/2023	AW	SUNRISE SPRINGS WATER COMPANY	$96.00	O
7823	06/05/2023	06/04/2023	AW	ARIS	$227.80	O
7824	06/05/2023	06/04/2023	AW	WASTE MANAGEMENT WESTERN RESER\	$332.38	O
7825	06/05/2023	06/04/2023	AW	KINETICO QUALITY WATER SYSTEMS	$36.50	O
7826	06/05/2023	06/04/2023	AW	NANCY DOLEZAL	$20.00	O
7827	06/05/2023	06/04/2023	AW	GEAUGA COUNTY MAPLE LEAF	$73.20	O
7828	06/05/2023	06/04/2023	AW	MATTHEW BLOWERS	$500.00	O
7829	06/05/2023	06/04/2023	AW	AUBURN VOLUNTEER FIRE DEPARTMENT	$350,254.50	O
7830	06/05/2023	06/04/2023	AW	WEX BANK	$610.27	O
7831	06/05/2023	06/04/2023	AW	ILLUMINATING CO.	$39.35	O
7832	06/05/2023	06/04/2023	AW	OHIO EDISON	$19.38	O
7833	06/05/2023	06/04/2023	AW	J.F.D. LANDSCAPES	$219.09	O
7834	06/05/2023	06/04/2023	AW	MINUTEMAN PRESS	$28.59	O
7835	06/05/2023	06/04/2023	AW	UNITED STATES TREASURY	$44.80	O
7836	06/05/2023	06/04/2023	AW	VISA	$1,250.81	O
7837	06/05/2023	06/05/2023	AW	NEWBURY AUTO PARTS,INC.	$64.53	O
7838	06/05/2023	06/05/2023	AW	GEAUGA COUNTY TOWNSHIP ASSOCIATI(	$175.00	O
7839	06/05/2023	06/05/2023	AW	ALVORD'S YARD AND GARDEN	$13.15	O
7840	06/05/2023	06/05/2023	AW	OHIO CAT	$1,200.55	O
7841	06/05/2023	06/05/2023	AW	GOVERNMENT FORMS AND SUPPLIES	$405.00	O
7842	06/05/2023	06/05/2023	AW	PENNOHIO CORPORATION	$566.25	O
7843	06/05/2023	06/05/2023	AW	LAKESIDE SAND & GRAVEL, INC	$522.21	O
7844	06/05/2023	06/05/2023	AW	MONTAGE ENTERPRISES, INC.	$600.90	O
7845	06/05/2023	06/05/2023	AW	HOME DEPOT	$250.44	O
7846	06/05/2023	06/05/2023	AW	DOMINION EAST OHIO	$860.24	O
7847	06/05/2023	06/05/2023	AW	QUADIENT	$50.25	O
7848	06/05/2023	06/05/2023	AW	GOVERNMENT FORMS AND SUPPLIES	$22.58	O
7849	06/05/2023	06/05/2023	AW	MATTHEW BLOWERS	$307.50	O
7850	06/05/2023	06/05/2023	AW	FRED DEITZ	$307.50	O
				Total Payments:	$392,085.48	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$392,085.48	

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

Charter
COMMUNICATIONS

May 16, 2023

OH2231
TOWNSHIP OF AUBURN
TOWNSHIP OF AUBURN-12
11010 E WASHINGTON ST

CHARGRIN FALLS, OH 44023

RE: Quarterly Franchise Fee Payment

Dear Sir or Madam:

Enclosed, please find our franchise fee remittance covering the period from January 1, 2023 to March 31, 2023, for Charter Communications ("Charter"). This franchise fee computation has been prepared in accordance with the terms and conditions of our local cable television franchise agreement, or if Charter is operating under a state issued franchise in your community, in accordance with the requirements of the state franchising law. This payment specifically complies with all of Charter's contractual and/or statutory duties, and includes the required percentage, flat rate, or per sub payment, and includes all required categories of revenue.

This payment was calculated as follows:

Franchise Fee Base	$103,756.26
Franchise Fee (as defined in Agreement):	5%
Fee Adjustment (see detail)	($36.03)
Fee Due	$5,151.78

RECEIVED
MAY 30 2023
AUBURN TOWNSHIP

Please contact your Government Relations representative or send an email directly to CharterFranchiseNotices@charter.com ** for any address updates or corrections.

We would also like to remind you of an alternative to US mail-delivered paper checks for franchise fee payments. You now have the option of signing up for an electronic direct payment process for franchise fees, assuring a more efficient and timely manner of receiving your funds. If you would like to pursue the electronic payment process, please contact your Government Relations representative for instructions. We believe this convenient method will be of significant value to you.

Charter Communications is proud to serve your community and our customers with cable television service. Please feel free to contact our office via email at svc_Corp_MM_franchise_fees@charter.com ** if any additional information is required.

Sincerely,

Steve Lottmann
Senior Director, Revenue Accounting
9590 - 1304OH - 6002736
**(Please note new email addresses)

Enclosure

ATTACHMENT CONTAINS TRADE SECRET INFORMATION AND IS CONFIDENTIAL & PROPRIETARY - NOT FOR PUBLIC DISCLOSURE

314.288.3103
www.charter.com
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St. Louis, Missouri 63131-3764