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 7:39 p.m. by Chairman, Michael S. Troyan. All Trustees were present.

The Pledge of Allegiance was led by Shane Hajjar.

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr. to approve the minutes of the Regular Meeting of the Board of Trustees on February 19, 2024. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

REPORTS:

Frank Kitko, Zoning Inspector, submitted a zoning report reflecting 15 applications processed in the month of February. There are four (4) variance cases to be presented to the BZA.

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

- February saw four weather events that required six rounds of plowing and or salting. Road salt use for the month was 139 tons which is the least amount on record for February. We currently have ~ 800 tons of deicing material in our dome. The new average deicing material usage for the month is 470 tons.
- Several days were taken to cold patch roads and will continue until the asphalt plants open. Berm repair also done on several roads.
- Downed trees and limbs on various roads from winter storms were chipped and cleanup within the right of way will continue throughout the construction season.
- Two damaged stop signs were replaced, one on Wing Rd. and one on Brookfield Dr.
- Preliminary work has begun for our capital improvement projects and discussions with the county have taken place. All concrete cross culvert pipes in the OPWC projects were installed in 1997 and are in good order. Typical maintenance of the inlet and outlet ends of the pipes and ditching will be handled by the township prior to asphalt construction.
- Auburn's Roadside Clean Up is scheduled for Saturday, April 20th and on display will be the culinary talents of Trustee Michael Troyan as he wields his barbecue tongs and takes on the epic challenge of hot dog chef! This is one not to miss.

Eugene T. McCune Jr. spoke to the owner of Green Flush Restrooms regarding building a restroom facility at Auburn Community Park. He was advised the simplest and cheapest facility is around $140,000. Trustee McCune Jr. questioned if the NatureWorks Grant could cover that expense.

Mr. McCune was contacted by Buckeye Relief, an Ohio owned and operated cannabis cultivator and processor regarding building a facility in Auburn Township. He noted three of the five Auburn precincts voted in favor of Issue II.

Patrick J. Cavanagh attended the Girl Scout High Award Ceremony and was very impressed with the organization and attendance of the program.

Trustee Cavanagh met with Joe Drake, JFD Landscapes, at the park to discuss planting a border of trees along the eastern property line as requested by WRLC.

He reached out to a possible speaker for our Memorial Day Event.

Dan Matsko, Deputy Fiscal Officer, presented the February 2024 Bank Reconciliation Report and Payment Report showing payments processed since February 20,

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

REPORTS (continued): Held 20

Fiscal Officer Dan Matsko presented a draft of the permanent appropriation measure to the Board for review. The draft is based on the Certificate of Estimated Resources received from the Geauga County Budget Commission in February.

Fiscal Officer Dan Matsko requested support from the Board of Trustees to hire an assistant to the fiscal officer position per ORC 507.021. He is requesting the process begin immediately by having an ad placed in the local newspapers. Dan recommends the position will require 10-15 hours a week at an hourly wage of $28 per hour. Funds for the position are available within the proposed appropriation measure.

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr. to hire an assistant to the Fiscal Officer approving 10-15 hours per week at an hourly rate to be determined later. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

NEW BUSINESS:

Michael S. Troyan reported action taken on Endo International PLC.

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr. to ratify the submission of a yes vote via internet ballot by the deadline of 2/22/24 accepting the second amended joint chapter 11 plan of reorganization of Endo International PLC in case #22-22549 (JLG) and its affiliated debtors and proxy for voting on a scheme of arrangement of Endo International PLC. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

Trustee Troyan presented Resolution 2024-3.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to adopt Resolution 2024-03 Resolution to Order the asphalt resurface of various roads in Auburn Township to include: Bartholomew Road (TR-0195) from Quinn Road to Munn Road; Quinn Road (TR-0196) from Crystal Trail to Taylor May Road; Edward Lane (TR-0312) from Munn Road to the cul-de-sac; and Edinboro Lane (TR-1035) from Ravenna Road to the cul-de-sac. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

The BID OPENING for above mentioned project will be on March 22, 2024, at the County Engineer's office.

The Trustees discussed franchise fees received from Charter Communications.

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr. to move the franchise fees received from Charter Communications in the amount of $4,929.13 to the Land Acquisition and Improvement Fund. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

Michael S. Troyan praised Auburn Boy Scout Troop #101 for their successful pancake breakfast at the fire station. There were 650 people served.

GUESTS:

Deb Standley thanked the Board for supporting the Scouts.

Joshua Burns, NOPEC Community Representative, was present to inform the Board about the opt in program for natural gas customers. In the past, a consumer would have to wait until the annual enrollment period to elect or re-elect NOPEC as their supplier. A simple resolution adopted by the Trustees would allow our residents to opt in whenever they want. Mr. Burns will forward the Resolution to our office.

He provided the Board with a NOPEC funds disbursement report.

Patrick J. Cavanagh inquired about the Health District Advisory meeting.

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

Held _____ 20 _____

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Patrick J. Cavanagh inquired about the Health District Advisory meeting.

ADJOURNMENT:

Motion by Eugene T. McCune Jr. seconded by Patrick J. Cavanagh to adjourn the meeting. VOTE: Troyan, yes; McCune, yes; Cavanagh, yes. The motion passed. The meeting was adjourned at 8:17 p.m.

Daniel J. Matsko, Deputy Fiscal Officer

Michael S. Troyan, Chairman

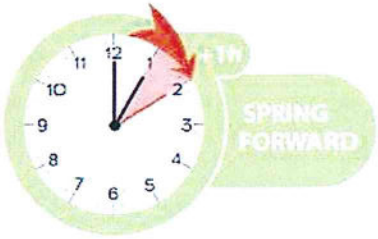
Patrick J. Cavanagh, Vice-Chairman

Trustee Eugene T. McCune Jr., Trustee

MARCH 18, 2024
Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, March 4, 2024



Sunday, March 10th

CALL TO ORDER -7:30 PM
- Michael S. Troyan, Trustee Chairman

PLEDGE OF ALLEGIANCE

GUESTS:

MINUTE APPROVAL:
- Regular Meeting – February 19, 2024

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

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

OLD BUSINESS:
- Endo International / Chapter 11 case / ratify vote submission on 2/22/24

NEW BUSINESS:
- **Resolution 2024-03** to Order the Asphalt Resurface of Various Roads in Auburn Township. (BID OPENING 3/22/24)
- Franchise Fees received / Charter Communications / $4,929.13

SAVE THE DATE:

3/12/24 - BZA Meeting/ Auburn Administration Bldg./ 7:00pm
3/14/24 – Zoning Commission meeting / Auburn Administration Bldg./ 7:00pm
3/18/24 - Board of Trustees Regular Meeting / Auburn Administration Bldg. / 7:30pm
3/22/24 – Bid Opening / Asphalt Resurface Various Roads in Auburn Township/ TBD
4/01/24 - Board of Trustees Regular Meeting / Auburn Administration Bldg. / 7:30pm
4/08/24 – Solar Eclipse – 3:14:33 PM
4/09/24 - BZA Meeting/ Auburn Administration Bldg./ 7:00pm
4/10/24 – GTA Dinner Meeting / Claridon Twp. / 6:30pm dinner
4/11/24- Zoning Commission meeting / Auburn Administration Bldg./ 7:00pm
4/15/24 - Board of Trustees Regular Meeting / Auburn Administration Bldg. / 7:30pm

AUBURN TOWNSHIP

Auburn Township Board of Trustees
Meeting Attendance Sheet

MAR 04 2024

AUBURN TOWNSHIP

Please Sign In

Print Name	Resident	Non-Resident
1. Deb Standley	✓	
2. DALE RYAN	✓	
3. John & Donna Nicastro	✓	
4. CARL SCHNEIDER	✓	
5. Jeff Heinrich		✓
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		

Payment Listing

2/20/2024 to 3/4/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
27-2024	02/22/2024	02/26/2024	CH	AHOLA CORPORATION	$28,102.72	C
28-2024	02/26/2024	02/26/2024	CH	OHIO DEFFERRED COMPENSATION	$1,405.00	C
29-2024	02/28/2024	03/03/2024	CH	BESTCO HARTFORD	$3,457.66	C
30-2024	02/28/2024	03/03/2024	CH	BURNHAM & FLOWER	$7,598.82	C
31-2024	02/29/2024	03/03/2024	CH	MIDDLEFIELD BANKING COMPANY	$25.00	C
8213	03/03/2024	03/03/2024	AW	AUBURN VOLUNTEER FIRE DEPARTMENT	$361,462.64	O
8214	03/04/2024	03/03/2024	AW	ACTION LOCK	$47.95	O
8215	03/04/2024	03/03/2024	AW	HOME DEPOT	$119.85	O
8216	03/04/2024	03/03/2024	AW	QUADIENT	$100.00	O
8217	03/04/2024	03/03/2024	AW	GEAUGA COUNTY AUTOMATIC DATA PRO	$911.84	O
8218	03/04/2024	03/03/2024	AW	Dex Imaging, LLC	$7.00	O
8219	03/04/2024	03/03/2024	AW	JOHN SZOKA	$349.40	O
8220	03/04/2024	03/03/2024	AW	TRIVISTA-OHIO	$170.50	O
8221	03/04/2024	03/03/2024	AW	SUNRISE SPRINGS WATER COMPANY	$76.50	O
8222	03/04/2024	03/03/2024	AW	QUADIENT	$50.25	O
8223	03/04/2024	03/03/2024	AW	F&S AUTOMOTIVE INC.	$450.00	O
8224	03/04/2024	03/03/2024	AW	OHIO EDISON	$23.61	O
8225	03/04/2024	03/03/2024	AW	GILLMORE SECURITY SYSTEMS,INC.	$1,385.46	O
8226	03/04/2024	03/03/2024	AW	WEX BANK	$1,139.05	O
8227	03/04/2024	03/04/2024	AW	GEAUGA COUNTY TOWNSHIP ASSOCIATI	$112.00	O
8228	03/04/2024	03/04/2024	AW	ARIS	$133.50	O
				Total Payments:	$407,128.75	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$407,128.75	

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 Matsko 3-4-24

FISCAL OFFICER REPORT MARCH 4, 2024

PAYMENT LISTING

• 5 ELECTRONIC PAYMENTS PROCESSED:	$ 40,589.20
• 16 WARRANTS PROCESSED:	$ 366,539.55
TOTAL:	$ 407,128.75

BANK RECONCILIATION AS OF FEB 29, 2024

• PRIMARY CHECKING ACCOUNT BALANCE:	$ 1,168,327.36
• STAR OHIO BALANCE:	$ 1,169,167.18
TOTAL:	$ 2,337,494.54

Fiscal officer Dan Matsko presented the payment listing for payments processed since February 20, 2024, and the February 2024 Bank reconciliation. See attached.

Fiscal officer Dan Matsko presented a draft of the permanent appropriation measure to the board for review. The draft is based on the Certificate of Estimated Resources received from the Geauga County Budget Commission in February.

Fiscal officer Dan Matsko requested support from the board of trustees to hire an assistant to the fiscal officer position per Ohio Revised Code Section 507.021. He is requesting the process begin immediately by having an ad placed in the local newspapers. Dan recommends the position will require 10-15 hours a week at an hourly wage of $28 per hour. Funds for the position are available within the proposed appropriation measure.

Dan Matsko
3-4-24

AUBURN TOWNSHIP, GEAUGA COUNTY

Bank Reconciliation

Reconciled Date 2/29/2024

Posted 3/3/2024 5:51:21 PM

Prior UAN Balance:		$1,781,563.10
Receipts:	+	$660,524.23
Payments:	-	$105,783.10
Adjustments:	+	$0.00
Current UAN Balance as of 02/29/2024:		$2,336,304.23
Other Adjusting Factors:	+	$0.00
Adjusted UAN Balance as of 02/29/2024:		$2,336,304.23
Entered Bank Balances as of 02/29/2024:		$2,337,494.54
Deposits in Transit:	+	$0.00
Outstanding Payments:	-	$1,190.31
Outstanding Adjustments:	+	$0.00
Other Adjusting Factors:	+	$0.00
Adjusted Bank Balances as of 02/29/2024:		$2,336,304.23

Balances Reconciled

Dan Matsko
3-4-24

Bank Balances

Reconciled Date 2/29/2024

Posted 3/3/2024 5:51:21 PM

Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY		$627,287.32	$1,168,327.36	$1,168,327.36	$0.00
Investment	STARPLUS		$1,164,094.29	$1,169,167.18	$1,169,167.18	$0.00
		Total:	$1,791,381.61	$2,337,494.54	$2,337,494.54	$0.00

Outstanding Payments

Reconciled Date 2/29/2024

Posted 3/3/2024 5:51:21 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	26-2024	02/19/2024	VISA	$657.59
PRIMARY	Warrant	8034	10/16/2023	GREG FEDELE	$300.00
PRIMARY	Warrant	8206	02/19/2024	EASY SIGN GROUP	$232.72
					$1,190.31