RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES—REGULAR Meeting

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

Held Auburn Township Administration Building March 18, 2024, Page 1 20 ____

The meeting of the Auburn Township Board of Trustees was called to order at 7:30 p.m. by Chairman Michael S. Troyan. All Trustees were present.

The Pledge of Allegiance was led by Deb Standley.

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 March 4, 2024. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

SCHEDULED REPORTS:

Chief John Phillips, AVFD, presented a Year-to-Date Statistics Report comparing 144 calls in 2024 to 157 calls in 2023. The percentage of multiple calls was 29.86% for February 2024 compared to 24.84% in 2023.

Chief Philips reported the new rescue squad was involved in an accident while transporting a patient to University Hospital, downtown in the afternoon on February 29th.

A Department of Commerce Grant for training in the amount of $4,100.00 was received by the Fire Department.

Eugene T. McCune Jr. thanked Troop #101 for the invitation to the Eagle Scout Ceremony at Adam Hall on Sunday, March 17th.

He discussed the possibility of applying for the NatureWorks Grant to install restrooms at Auburn Community Park. He will further investigate restroom options.

Trustee McCune reported he will attend the new superintendent search meeting at Kenston School on March 19th.

Patrick J. Cavanagh spoke with Dave Dietrich regarding the township taking action to prohibit cannabis cultivators, processors, or retail dispensaries. Mr. Dietrich recommends proceeding with the ban. The discussion was tabled until the next meeting.

Trustee Cavanagh attended the Girl Scouts High Award Ceremony at Kenston School and remarked it was very well done. He discussed hanging the Boy Scout Eagle Award plaques at Adam Hall.

JFD Landscapes submitted a quote to plant a tree line at the park's western boundary as requested by WRLC. Mr. Cavanagh would like clarification to the size of trees in the quote. Currently, Geauga Soil and Water is offering 1–4' trees for sale on their website.

Dan Matsko, Deputy Fiscal Officer, presented the payment report for payments processed since February 20, 2024, listing 8 electronic payments processed ($43,8573.98) and 15 warrants processed ($36,139.24) totaling $79,997.22.

Fiscal Officer, Dan Matsko presented Resolution 2024-04 for Permanent Appropriations for Fiscal Year 2024 totaling $4,928,874.10.

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr. to adopt Resolution 2024-04 for Permanent Appropriations for Fiscal Year 2024 totaling $4,928,874.19. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

Michael S. Troyan gave credit to the Boy Scouts and their parents' involvement in the community.

Trustee Troyan noted the BID OPENING for the Asphalt of Various Roads in Auburn Township Project will be on March 22nd at the County Engineer's office.

He announced he will be on vacation and miss the next meeting on April 1st.

PUBLIC COMMENT:

Auburn resident, Carl Schneider, asked Chief Phillips if two small fire extinguishers could be refilled. The Chief answered not feasible.

RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES—REGULAR Meeting

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

Held _____ 20 _____

PUBLIC COMMENT (continued):

Mr. England asked Trustee McCune if the township's insurance covers the 4th of July parade. The Board is not sure and will have Nancy check on our policy.

Darren Keegan, Auburn resident, emailed his question to the Board if rockets can be launched in the park. The Board said yes if there is adult supervision.

ADJOURNMENT:

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to adjourn the meeting. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed. The meeting was adjourned at 8:23 p.m.

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Patrick J. Cavanagh, Vice-Chairman

Eugene T. McCune Jr., Trustee

April 1, 2024
Date

Est. 1817

AUBURN
TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, March 18, 2024



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

PLEDGE OF ALLEGIANCE

GUESTS:

MINUTE APPROVAL:
- Regular Meeting – March 4, 2024

SCHEDULED REPORTS:
- Chief John Phillips, AVFD

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

OLD BUSINESS:

NEW BUSINESS:

SAVE THE DATE:

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

RESOLUTION 2024-04
FOR PERMANENT APPROPRIATIONS
FOR FISCAL YEAR 2024

The **Board of Trustees of Auburn Township**, Geauga County, Ohio met in regular session on the 18TH day of MARCH 2024:

Present Were:

MICHAEL S. TROYAN

PATRICK J. CAVANAGH

EUGENE T. MCCUNE

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 to provide for the current expenses and other expenditures of said board of Trustees during the fiscal year ending December 31, 2024, the following sums are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year as shown on the attached spreadsheets and totaling $4,928,874.19.

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

Michael S. Troyan voted YES

Patrick J. Cavanagh voted YES

Eugene T. McCune voted YES

Adopted this 18TH day of MARCH 2024

Daniel J. Matsko

Daniel J. Matsko, Fiscal Officer

Auburn Township Board of Trustees
Meeting Attendance Sheet

Please Sign In

RECEIVED
MAR 18 2024
AUBURN TOWNSHIP

	Print Name	Resident	Non-Resident
1.	EARL SCHNEIDER	✓	
2.	Deb Standley	✓	
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

Payment Listing

3/5/2024 to 3/31/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
34-2024	03/07/2024	03/09/2024	CH	AHOLA CORPORATION	$20,083.65	O
35-2024	03/11/2024	03/11/2024	CH	DELTA DENTAL	$756.99	O
36-2024	03/13/2024	03/16/2024	CH	OHIO DEFFERRED COMPENSATION	$1,375.00	O
37-2024	03/13/2024	03/16/2024	CH	MEDICAL MUTUAL OF OHIO	$16,944.30	O
39-2024	03/18/2024	03/16/2024	CH	WINDSTREAM WESTERN RESERVE INC.	$397.22	O
40-2024	03/12/2024	03/16/2024	CH	BUREAU OF WORKERS COMPENSATION	$655.24	O
41-2024	03/14/2024	03/16/2024	CH	BESTCO HARTFORD	$3,388.72	O
42-2024	03/18/2024	03/18/2024	CH	VISION SERVICE PLAN - (OH)	$256.86	O
8229	03/18/2024	03/18/2024	AW	MATTHEW BLOWERS	$275.00	O
8230	03/18/2024	03/18/2024	AW	WASTE MANAGEMENT WESTERN RESER\	$366.86	O
8231	03/18/2024	03/18/2024	AW	DOMINION EAST OHIO	$2,008.87	O
8232	03/18/2024	03/18/2024	AW	GEAUGA COUNTY MAPLE LEAF	$192.15	O
8233	03/18/2024	03/18/2024	AW	21st Century Media-Ohio	$127.75	O
8234	03/18/2024	03/18/2024	AW	KINETICO QUALITY WATER SYSTEMS	$48.40	O
8235	03/18/2024	03/18/2024	AW	BUCKEYE POWER SUPPLIES	$525.00	O
8236	03/18/2024	03/18/2024	AW	TRUCK SERVICE INC	$5,807.02	O
8237	03/18/2024	03/18/2024	AW	STANKUS HEATING	$16,000.00	O
8238	03/18/2024	03/18/2024	AW	CCM RENTAL	$724.58	O
8239	03/18/2024	03/18/2024	AW	Dex Imaging, LLC	$522.90	O
8240	03/18/2024	03/18/2024	AW	AUBURN VOLUNTEER FIRE DEPARTMENT	$4,100.00	O
8241	03/18/2024	03/18/2024	AW	JOHN PHILLIPS	$733.80	O
8242	03/18/2024	03/18/2024	AW	STAPLES ADVANTAGE	$806.94	O
8243	03/18/2024	03/18/2024	AW	ILLUMINATING CO.	$3,899.97	O
				Total Payments:	$79,997.22	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$79,997.22	

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.

DJ Matzko
3-18-24

Appropriation Budget

By Fund

As Of 3/18/2024

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
Fund Category: General					
Fund: General					
1000-110-111-0000	D	Salaries - Trustees	$0.00	$0.00	$58,716.00
1000-110-121-0000	D	Salary - Township Fiscal Officer	$0.00	$0.00	$29,799.00
1000-110-122-0000	D	Salaries - Township Fiscal Officer's Staff	$0.00	$0.00	$20,000.00
1000-110-131-0000	D	Salary - Administrator	$0.00	$0.00	$63,000.00
1000-110-211-0000	D	Ohio Public Employees Retirement System	$0.00	$0.00	$25,000.00
1000-110-213-0000	D	Medicare	$0.00	$0.00	$4,000.00
1000-110-221-0000		Medical/Hospitalization	$0.00	$0.00	$110,000.00
1000-110-222-0000		Life Insurance	$0.00	$0.00	$500.00
1000-110-230-0000	D	Workers' Compensation	$0.00	$0.00	$2,000.00
1000-110-312-0000		Auditing Services	$0.00	$0.00	$15,000.00
1000-110-314-0000	D	Tax Collection Fees	$0.00	$0.00	$10,000.00
1000-110-315-0000	D	Election Expenses	$0.00	$0.00	$500.00
1000-110-318-0000		Training Services	$0.00	$0.00	$4,000.00
1000-110-319-0000		Other - Professional and Technical Services	$0.00	$0.00	$5,000.00
1000-110-321-0000		Rents and Leases	$0.00	$0.00	$5,000.00
1000-110-330-0000		Travel and Meeting Expense	$0.00	$0.00	$7,000.00
1000-110-342-0000		Postage	$0.00	$0.00	$1,000.00
1000-110-345-0000		Advertising	$0.00	$0.00	$800.00
1000-110-360-0000		Contracted Services	$0.00	$0.00	$12,000.00
1000-110-381-0000		Property Insurance Premiums	$0.00	$0.00	$7,000.00
1000-110-410-0000		Office Supplies	$0.00	$0.00	$4,000.00
1000-110-519-0000		Other - Dues and Fees	$0.00	$0.00	$5,000.00
1000-110-520-0000		Compensation and Damages	$0.00	$0.00	$5,000.00

Appropriation Budget

By Fund

As Of 3/18/2024

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
1000-110-591-0000		Contributions to Other Organizations	$0.00	$0.00	$15,000.00
1000-110-599-0000		Other - Other Expenses	$0.00	$0.00	$30,000.00
1000-120-323-0000		Repairs and Maintenance	$0.00	$0.00	$10,000.00
1000-120-341-0000		Telephone	$0.00	$0.00	$7,000.00
1000-120-351-0000		Electricity	$0.00	$0.00	$4,000.00
1000-120-353-0000		Natural Gas	$0.00	$0.00	$3,000.00
1000-120-360-0000		Contracted Services	$0.00	$0.00	$30,000.00
1000-120-420-0000		Operating Supplies	$0.00	$0.00	$3,000.00
1000-130-150-0000	D	Compensation of Board and Commission Members	$0.00	$0.00	$8,000.00
1000-130-190-0000	D	Other - Salaries	$0.00	$0.00	$98,000.00
1000-130-211-0000	D	Ohio Public Employees Retirement System	$0.00	$0.00	$14,000.00
1000-130-212-0000	D	Social Security	$0.00	$0.00	$500.00
1000-130-221-0000		Medical/Hospitalization	$0.00	$0.00	$25,000.00
1000-130-222-0000		Life Insurance	$0.00	$0.00	$300.00
1000-130-341-0000		Telephone	$0.00	$0.00	$1,700.00
1000-130-345-0000		Advertising	$0.00	$0.00	$1,000.00
1000-130-360-0000		Contracted Services	$0.00	$0.00	$1,000.00
1000-130-410-0000		Office Supplies	$0.00	$0.00	$2,000.00
1000-130-599-0000		Other - Other Expenses	$0.00	$0.00	$1,000.00
1000-310-360-0000		Contracted Services	$0.00	$0.00	$300.00
1000-410-420-0000		Operating Supplies	$0.00	$0.00	$1,000.00
1000-690-341-0000		Telephone	$0.00	$0.00	$2,000.00
1000-690-351-0000		Electricity	$0.00	$0.00	$10,000.00
1000-690-352-0000		Water and Sewage	$0.00	$0.00	$1,000.00
1000-690-353-0000		Natural Gas	$0.00	$0.00	$3,000.00
1000-690-360-0000		Contracted Services	$0.00	$0.00	$35,000.00

Appropriation Budget

By Fund

As Of 3/18/2024

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
1000-690-381-0000		Property Insurance Premiums	$0.00	$0.00	$2,000.00
1000-690-420-0000		Operating Supplies	$0.00	$0.00	$500.00
1000-760-730-0000		Improvement of Sites	$0.00	$0.00	$20,000.00
1000-910-910-0000	D	Transfers - Out	$0.00	$0.00	$124,120.00
1000-930-930-0000		Contingencies	$0.00	$0.00	$100,000.00
		General Fund Total:	$0.00	$0.00	$947,735.00
		General Fund Group Total:	$0.00	$0.00	$947,735.00
Fund Category: Special Revenue					
Fund: Motor Vehicle License Tax					
2011-330-360-0000		Contracted Services	$0.00	$0.00	$20,000.00
2011-330-420-0000		Operating Supplies	$0.00	$0.00	$20,000.00
		Motor Vehicle License Tax Fund Total:	$0.00	$0.00	$40,000.00
Fund: Gasoline Tax					
2021-330-360-0000		Contracted Services	$0.00	$0.00	$200,000.00
2021-330-420-0000		Operating Supplies	$0.00	$0.00	$100,000.00
2021-910-910-0000	D	Transfers - Out	$0.00	$0.00	$60,000.00
		Gasoline Tax Fund Total:	$0.00	$0.00	$360,000.00
Fund: Road and Bridge					
2031-330-190-0000	D	Other - Salaries	$0.00	$0.00	$389,000.00
2031-330-211-0000	D	Ohio Public Employees Retirement System	$0.00	$0.00	$55,300.00
2031-330-213-0000	D	Medicare	$0.00	$0.00	$6,000.00
2031-330-221-0000		Medical/Hospitalization	$0.00	$0.00	$225,000.00
2031-330-222-0000		Life Insurance	$0.00	$0.00	$2,000.00
2031-330-230-0000	D	Workers' Compensation	$0.00	$0.00	$5,500.00

Appropriation Budget

By Fund

As Of 3/18/2024

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
2031-330-314-0000	D	Tax Collection Fees	$0.00	$0.00	$30,000.00
2031-330-323-0000		Repairs and Maintenance	$0.00	$0.00	$30,000.00
2031-330-341-0000		Telephone	$0.00	$0.00	$1,800.00
2031-330-351-0000		Electricity	$0.00	$0.00	$15,000.00
2031-330-353-0000		Natural Gas	$0.00	$0.00	$10,000.00
2031-330-360-0000		Contracted Services	$0.00	$0.00	$875,000.00
2031-330-381-0000		Property Insurance Premiums	$0.00	$0.00	$20,000.00
2031-330-420-0000		Operating Supplies	$0.00	$0.00	$40,000.00
2031-330-430-0000		Small Tools and Minor Equipment	$0.00	$0.00	$2,000.00
2031-330-599-0000		Other - Other Expenses	$0.00	$0.00	$20,000.00
2031-760-740-0000		Machinery, Equipment and Furniture	$0.00	$0.00	$30,000.00
2031-930-930-0000		Contingencies	$0.00	$0.00	$45,000.00
		Road and Bridge Fund Total:	$0.00	$0.00	$1,801,600.00
Fund: Cemetery					
2041-410-190-0000	D	Other - Salaries	$0.00	$0.00	$6,000.00
2041-410-320-0000		Property Services	$0.00	$0.00	$20,000.00
2041-410-420-0000		Operating Supplies	$0.00	$0.00	$4,000.00
		Cemetery Fund Total:	$0.00	$0.00	$30,000.00
Fund: SPECIAL LEVY FIRE DEPARTMENT					
2191-110-190-0000	D	Other - Salaries	$0.00	$0.00	$67,307.00
2191-110-211-0000	D	Ohio Public Employees Retirement System	$0.00	$0.00	$9,423.00
2191-110-213-0000	D	Medicare	$0.00	$0.00	$976.00
2191-110-221-0000		Medical/Hospitalization	$0.00	$0.00	$45,162.00
2191-110-222-0000		Life Insurance	$0.00	$0.00	$456.00
2191-120-323-0000		Repairs and Maintenance	$0.00	$0.00	$70,000.00

Appropriation Budget

By Fund

As Of 3/18/2024

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
2191-120-351-0000		Electricity	$0.00	$0.00	$24,000.00
2191-120-353-0000		Natural Gas	$0.00	$0.00	$8,000.00
2191-120-360-0000		Contracted Services	$0.00	$0.00	$10,000.00
2191-120-381-0000		Property Insurance Premiums	$0.00	$0.00	$24,000.00
2191-220-230-0000	D	Workers' Compensation	$0.00	$0.00	$1,000.00
2191-220-314-0000	D	Tax Collection Fees	$0.00	$0.00	$25,000.00
2191-220-360-0000		Contracted Services	$0.00	$0.00	$1,084,387.92
2191-220-599-0000		Other - Other Expenses	$0.00	$0.00	$10,000.00
2191-930-930-0000		Contingencies	$0.00	$0.00	$30,000.00
		SPECIAL LEVY FIRE DEPARTMENT Fund Total:	$0.00	$0.00	$1,409,711.92
Fund: Permissive Motor Vehicle License Tax					
2231-330-360-0000		Contracted Services	$0.00	$0.00	$10,000.00
2231-330-420-0000		Operating Supplies	$0.00	$0.00	$90,000.00
		Permissive Motor Vehicle License Tax Fund Total:	$0.00	$0.00	$100,000.00
Fund: ARPA FUND					
2273-410-790-0000		Other - Capital Outlay	$0.00	$0.00	$24,019.27
		ARPA FUND Fund Total:	$0.00	$0.00	$24,019.27
Fund: Special Revenue Cemetery					
2902-410-329-0000		Other - Property Services	$0.00	$0.00	$1,120.00
		Special Revenue Cemetery Fund Total:	$0.00	$0.00	$1,120.00
		Special Revenue Fund Group Total:	$0.00	$0.00	$3,766,451.19
Fund Category: Debt Service					
Fund: GENERAL BOND RETIREMENT					
3101-810-810-0000		Principal Payments - Bonds	$0.00	$0.00	$74,000.00

Appropriation Budget

By Fund

As Of 3/18/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
3101-810-810-0100	Principal Payments - Bonds{OTHER FUNDS}	$0.00	$0.00	$84,000.00
3101-830-830-0000	Interest Payments	$0.00	$0.00	$56,688.00
	GENERAL BOND RETIREMENT Fund Total:	$0.00	$0.00	$214,688.00
	Debt Service Fund Group Total:	$0.00	$0.00	$214,688.00
	Report Total:	$0.00	$0.00	$4,928,874.19

FISCAL OFFICER REPORT MARCH 18, 2024

PAYMENT LISTING

• 8 ELECTRONIC PAYMENTS PROCESSED:	$ 43,857.98
• 15 WARRANTS PROCESSED:	$ 36,139.24
TOTAL:	$ 79,997.22

Fiscal officer Dan Matsko presented the payment listing for payments processed since February 20, 2024.

Fiscal officer Dan Matsko presented Resolution 2024-04 for Permanent Appropriations for Fiscal Year 2024 totaling $4,928,874.19.

D Matsko
3-18-24

Auburn Fire Department
10950 Washington Street
Auburn Township, Ohio 44023
Phone: 440-543-4133
info@auburnfd.com
John L. Phillips, Chief

TO: Chief Phillips

FROM: Captain Tomaselli

DATE: March 17, 2024

RE: Auburn Fire YTD Statistics (2024 vs 2023)

	Jan-Feb 2024	**Jan-Feb 2023**
EMS Calls	92	88
Fire Calls	52	69
Total Calls	**144**	**157**
Mutual Aid Given	22	16
Mutual Aid Received	10	5
Total Transports	71	69
Total Non-Transports	26	26
Total Transfer to other Agency	0	0
Total Patients	**97**	**95**
Percentage of Multiple Calls*	**29.86%**	**24.84%**

*****01/01/2024 to 02/29/2024*****
***see multiple calls report for details**

Sincerely,

Captain Nicholas M. Tomaselli

Month	Double	Triple	Quadruple	Quintuple	Septuplet	Monthly Total
January 2024	7	2				9
February 2024	7	3				10
March 2024						
April 2024						
May 2024						
June 2024						
July 2024						
August 2024						
September 2024						
October 2024						
November 2024						
December 2024						
TOTAL	14	5				19

YTD Occurrences: 19

Total # of Calls: 43 calls
Dept. Total YTD: 144 calls

Percentage of Multiple Calls- 29.86%

Report from 01/01/2024 to 02/29/2024