RECORD OF PROCEEDINGS

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 Vice Chairman, Patrick J. Cavanagh. Two Trustees were present.

The Pledge of Allegiance was led by the NEO Kenston Girl Scout Troop #70822.

Motion by Eugene T. McCune Jr. seconded by Patrick J. Cavanagh to approve the minutes of the Regular Meeting of the Board of Trustees on March 18, 2024. VOTE: McCune Jr., yes; Cavanagh, yes. The motion passed.

GUESTS:

Members of the NEO Kenston Girl Scout Troop #70822 were present and asked permission to plant a flower garden, to encourage bee pollination, at the Auburn Community Park. The troop has become bee advocates after learning the importance bees play in pollinating the planet. The Trustees agreed and asked Emerick Gordon to help with identifying a location for the pollinator flower garden.

Supervisor, Chris Loxterman, and Kristi Pinkley were present from the Geauga County Health Department. They spoke to the new septic testing requirements that are mandated by the Ohio EPA. Phase I, spray systems and discharge systems, will affect less than 100 residents. Beginning in June, letters will be sent to residents and inspections will follow.

REPORTS:

Frank Kitko, Zoning Inspector, submitted a zoning report reflecting 11 applications processed in the month of March. Mr. Kitko reported the Messenger Road case is resolved.

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

- The month saw five weather events that required nine rounds of plowing and or salting. The total road salt usage for the month was 265 tons. This puts the new monthly average at 164 tons. To date ~ 1567 tons of deicing material has been used. We currently have 430 tons in our dome.

- Cold patching was done on several roads and will continue until the asphalt plants open.

- We had one downed tree during a high wind event on Thorpe rd. Trees and limbs that had come down over winter in the road right of way are being chipped. Also, we have been doing some tree removal along and in ditch lines around the township.

- The new radiant tube heating system has been installed at the service dept. garage and is working to satisfaction.

Eugene T. McCune Jr. reported:

- He attended the meeting at Kenston regarding the new district superintendent search.
- He confirmed that the township has liability insurance coverage for events such as the 4th of July Parade.
- 24 trees were identified and ordered from Geauga Soil & Water spring sale to be planted at Auburn Community Park.
- He has a meeting scheduled next week with CRWP regarding the ODNR NatureWorks grant application for restrooms at the park and also a meeting scheduled with Buckeye Excavating. The first step is to identify a location and usage for a 500-600 gallon a day system is possible.

RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEE REGULAR Meeting

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

Held _____ 20 _____

REPORTS (continued):

Patrick J. Cavanagh reported:

- He attended the BID Opening for the Asphalt Resurface of Various Roads Project at the Geauga County Engineers office. He noted that the process has changed as it is all done digitally now.
- Optimum cable has requested not to renew their franchise agreement with Auburn Township after their 20-year contract expires this year. According to the Department of Commerce, we will still receive franchise fees but would have to pass a Resolution to do so.

Dan Matsko, Deputy Fiscal Officer, presented the payment listing for payments processed since March 19, 2024, listing 5 electronic payments processed ($34,412.02) and 16 warrants processed ($7,752.79) totaling $42,164.81.

He presented the following March Bank Reconciliation and savings account balances totaling $3,059,878.75 as of March 31, 2024: Primary Checking Account, $1,885.290.19; Star Ohio, $1,174,588.56.

NEW BUSINESS:

Motion by Patrick J. Cavanagh seconded by Eugene T. McCune Jr. to accept the Geauga County Engineers' recommendation and contract with Ronyak Paving for the Asphalt Resurface of Various Roads in Auburn Township to include: Bartholomew Road (TR-0195) from Quinn to Munn; Quinn Road (TR-0196) from Crystal Trail to Taylor May; Edward Lane (TR-0312) from Munn Road to the cul-de-sac; and Edinboro Lane (TR-1035) from Ravenna to the cul-de-sac, for a total of $725,725.00. VOTE: McCune Jr., yes; Cavanagh, yes. The motion passed.

The Trustees discussed the $4,409.00 Scrap Tire Grant awarded to Auburn by Geauga/Trumbull Solid Waste District to use for our spring trash events.

Motion by Eugene T. McCune Jr. seconded by Patrick J. Cavanagh to adopot Resolution 2024-05 Approving the Countywide 9-1-1 Plan per ORC 128.08. VOTE: McCune Jr., yes; Cavanagh, yes. The motion passed.

ADJOURNMENT:

Motion by Patrick J. Cavanagh seconded by Eugene T. McCune Jr. to adjourn the meeting. VOTE: McCune, yes; Cavanagh, yes. The motion passed. The meeting was adjourned at 8:31 p.m.

Daniel J. Matsko, Deputy Fiscal Officer

Patrick J. Cavanagh, Chairman

Eugene T. McCune Jr., Trustee

not present
Michael S. Troyan, Trustee

April 15, 2024
Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, April 1, 2024



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

PLEDGE OF ALLEGIANCE

GUESTS:
- Kristianna Pinkley, Geauga County Health Department
- Dana Robertson, Leader, & Girl Scout Troop 70822 Representatives

MINUTE APPROVAL:
- Regular Meeting – March 18, 2024

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

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

OLD BUSINESS:
- Park trees

NEW BUSINESS:
- Geauga Trumbull Solid Waste Management / Scrap Tire Grant / $4,409.00
- Asphalt Resurface of Various Roads / County Engineer's recommendation – Ronyak Paving Inc., $795,000.00 / Motion to award.
- Resolution 2024-05 Approving the Countywide 9-1-1 Plan per ORC 128.08

SAVE THE DATE:

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
4/20/24 – Roadside Litter Pick-Up Event / 9:00am service garage for assignments and supplies / return @12:00noon for a grilled hotdog lunch with the Trustees.

Auburn Township Board of Trustees
Meeting Attendance Sheet

APR 01 2024

AUBURN TOWNSHIP

Please Sign In

Print Name	Resident	Non-Resident
1. Deb Standley	✓	
2. GS TROOP 70822	✓	
3. CARL SCHNEIDER	✓	
4. AIVN W		Maple Leaf
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		

RESOLUTION 2024-05

RESOLUTION APPROVING THE COUNTYWIDE 9-1-1 PLAN PER ORC 128.08

WHEREAS, Geauga County has established a 9-1-1 Program Review Committee as required by the Ohio Revised Code; and

WHEREAS, the 9-1-1 Program Review Committee has met and approved the Geauga County 9-1-1 Final Plan; and

WHEREAS, the Board of _____has reviewed the Final Plan and discussed the same in an open meeting and approves the Geauga County 9-1-1 Final Plan.

NOW THEREFORE, BE IT RESOLVED, that the Geauga County 9-1-1 Final Plan as presented by the Geauga County 9-1-1 Program Review Committee is hereby approved;

BE IT FURTHER RESOLVED, that this Resolution becomes part of the permanent record of the Board of AUBURN TOWNSHIP, Geauga County, Ohio.

Voting thereon:

Michael S. Troyan	_____
Patrick J. Cavanagh	Yes
Eugene T. McCune Jr.	YES

Fiscal Officer to the **BOARD OF AUBURN TOWNSHIP TRUSTEES** certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on APRIL 1, 2024.

Daniel J. Matsko, Fiscal Officer

4-1-24
Date

AUBURN TWP ZONING REPORT

MARCH 2024

	Ja	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Agr/Other Exmptions	1												1
Amendment													
Billboard													
Commercial Additions													
Comm Fence													
Comm New													
Comm Remodel													
Comm Sign													
Comm Sub Lease, Use Change													
Culvert/Ditching													
Dev Plan Review													
Denial	1	3	2										6
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													
Res Acc Bldg Over 200 sf	1	1	5										7
Res Addition													
Res Deck		2											2
Res Fences			1										1
Res Interior Completion													
Res Other													
Res Patios													
Res Remodel													
Res Signs													
Res Signs Temp													
Res Signs Temp Bldg Const	1	2											3
Res Signs S/D													
Single Family Dwelling	1	3											4
Swim Pool Above Ground													
Swim Pool In Ground													
Transient Vendor													
Variance/Cond Use/		4	3										7
Voided Receipts/Copies/Other													
TOTAL ISSUED PROCESSED	5	15	11										31

FISCAL OFFICER REPORT APRIL 01, 2024

Fiscal officer Dan Matsko presented the payment listing for payments processed since March 19, 2024.

PAYMENT LISTING

• 5 ELECTRONIC PAYMENTS PROCESSED:	$ 34,412.02
• 16 WARRANTS PROCESSED:	$ 7,752.79
TOTAL:	$ 42,164.81

Fiscal officer Dan Matsko presented the March Bank Reconciliation and savings account balances.

SAVINGS ACCOUNTS AS OF MARCH 31, 2024

• PRIMARY CHECKING ACCOUNT BALANCE:	$ 1,885,290.19
• STAR OHIO BALANCE:	$ 1,174,588.56
TOTAL:	$ 3,059,878.75

Dan Matsko
4-1-24

Payment Listing

3/19/2024 to 4/30/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
45-2024	03/21/2024	03/23/2024	CH	AHOLA CORPORATION	$29,353.30	C
46-2024	03/26/2024	03/29/2024	CH	OHIO DEFFERRED COMPENSATION	$1,405.00	C
47-2024	03/28/2024	03/29/2024	CH	WINDSTREAM WESTERN RESERVE INC.	$165.58	C
48-2024	03/29/2024	03/31/2024	CH	MIDDLEFIELD BANKING COMPANY	$25.00	C
49-2024	03/29/2024	03/31/2024	CH	BURNHAM & FLOWER	$3,463.14	C
8244	04/01/2024	04/01/2024	RW	MICHAEL SOLTIS	$300.00	O
8245	04/01/2024	04/01/2024	AW	ACTIVE PLUMBING SUPPLY CO.	$5.32	O
8246	04/01/2024	04/01/2024	AW	HARTMAN ELECTRIC, INC	$2,305.00	O
8247	04/01/2024	04/01/2024	AW	KARLOVEC MEDIA GROUP	$126.00	O
8248	04/01/2024	04/01/2024	AW	GEAUGA SOIL & WATER CONSERVATION I	$624.00	O
8249	04/01/2024	04/01/2024	AW	KENDRA EMBRESCIA	$67.50	O
8250	04/01/2024	04/01/2024	AW	DANIEL MATSKO	$207.70	O
8251	04/01/2024	04/01/2024	AW	OHIO EDISON	$23.66	O
8252	04/01/2024	04/01/2024	AW	DiMARCO & Associates	$2,620.75	O
8253	04/01/2024	04/01/2024	AW	SUNRISE SPRINGS WATER COMPANY	$138.50	O
8254	04/01/2024	04/01/2024	AW	Dex Imaging, LLC	$7.00	O
8255	04/01/2024	04/01/2024	AW	CHAGRIN VALLEY TIMES	$55.00	O
8256	04/01/2024	04/01/2024	AW	WEX BANK	$875.14	O
8257	04/01/2024	04/01/2024	AW	WINDSTREAM WESTERN RESERVE INC.	$198.84	O
8258	04/01/2024	04/01/2024	AW	WINDSTREAM WESTERN RESERVE INC.	$84.92	O
8259	04/01/2024	04/01/2024	AW	WINDSTREAM WESTERN RESERVE INC.	$113.46	O
				Total Payments:	$42,164.81	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$42,164.81	

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
4-1-24

AUBURN TOWNSHIP, GEAUGA COUNTY

Bank Reconciliation

Reconciled Date 3/31/2024

Posted 4/1/2024 2:11:10 PM

Prior UAN Balance:		$2,336,304.23
Receipts:	+	$1,190,777.88
Payments:	-	$496,457.20
Adjustments:	+	$0.00
Current UAN Balance as of 03/31/2024:		$3,030,624.91
Other Adjusting Factors:	+	$0.00
Adjusted UAN Balance as of 03/31/2024:		$3,030,624.91
Entered Bank Balances as of 03/31/2024:		$3,059,878.75
Deposits in Transit:	+	$0.00
Outstanding Payments:	-	$29,253.84
Outstanding Adjustments:	+	$0.00
Other Adjusting Factors:	+	$0.00
Adjusted Bank Balances as of 03/31/2024:		$3,030,624.91

Balances Reconciled

Governing Board Signatures

There are no outstanding receipts as of 03/31/2024.

There are no outstanding adjustments as of 03/31/2024.

Dan Matsko 4-1-24

Outstanding Payments

Reconciled Date 3/31/2024

Posted 4/1/2024 2:11:10 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Warrant	8034	10/16/2023	GREG FEDELE	$300.00
PRIMARY	Warrant	8227	03/04/2024	GEAUGA COUNTY TOWNSHIP ASSOCIATION	$112.00
PRIMARY	Warrant	8231	03/18/2024	DOMINION EAST OHIO	$2,008.87
PRIMARY	Warrant	8232	03/18/2024	GEAUGA COUNTY MAPLE LEAF	$192.15
PRIMARY	Warrant	8236	03/18/2024	TRUCK SERVICE INC	$5,807.02
PRIMARY	Warrant	8237	03/18/2024	STANKUS HEATING	$16,000.00
PRIMARY	Warrant	8240	03/18/2024	AUBURN VOLUNTEER FIRE DEPARTMENT	$4,100.00
PRIMARY	Warrant	8241	03/18/2024	JOHN PHILLIPS	$733.80
					$29,253.84