RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES—REGULAR Meeting

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

Auburn Township Administration Building February 19, 2024, Page 1

Held _____ 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 Mark Lewis.

Motion by Patrick J. Cavanagh seconded by Eugene T. McCune Jr. to approve the minutes of the Regular Meeting of the Board of Trustees held on February 5, 2024. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

GUESTS:

The Trustees welcomed the following Auburn Boy Scout Troop representatives: Nanette Shirdon, Scoutmaster; Spencer Shirdon, Senior Patrol Leader; Dominic Shirdon, Chaplain's Aide; and Sawyer Scharver, Scribe. The Scouts invited the Board to their pancake breakfast at the fire station this Sunday, February 25th. Profits from the breakfast help fund the Troop's activities.

Mr. and Mrs. Nicastro, Auburn Township residents, spoke to the ability of the Board to remove equipment from a property on Messenger Road that is currently being cited for zoning violations. The Nicastro's were disappointed that the Trustees have no authority to enforce.

SCHEDULED REPORTS:

Chief John Phillips, AVFD, presented a Year-to-Date Statistics Report comparing 67 calls in 2024 to 90 calls in 2023. The percentage of multiple calls was 29.85% for January 2024 compared to 21.11% in 2023.

Eugene T. McCune Jr. read the 2023 Year End Cemetery Report submitted by Sexton, Michael Ludwig. There were 8 full burials, 7 ash internments, 8 graves sold, and 10 footers installed for headstones. Stonehugger Cemetery Restoration restored/reset 50 headstones at a total cost of $25,880.00. The Trustees discussed restoring more stones in 2024.

Motion by Eugene T. McCune Jr. second by Patrick J. Cavanagh to allocate $25,000.00 and contract with Stonehugger Cemetery Restoration maintenance restoration in Mapleshade and Shadyside this summer. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

Trustee McCune Jr. discussed the Ohio Department of Natural Resources (ODNR) NatureWorks Grant and the possibility of applying to help fund furnishing bathrooms at the Auburn Community Park.

Mr. McCune Jr. attended the wake of Enis Detweiller.

Patrick J. Cavanagh presented the updated quote from Stankus Heating & Cooling.

Motion by Patrick J. Cavanagh seconded by Eugene T. McCune Jr. to contract with Stankus Heating & Cooling in the amount of $16,000.00 for four (4) Solaronics low intensity infrared heaters installed at the Service Garage. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

Daniel J. Matsko, Fiscal Officer, presented a Payment Report listing electronic warrants 21 through 26-2024 and warrants 8199 through 8212 for a total of $39,752.98.

Mr. Matsko reported the Sun Life Insurance policy is up for renewal on April 1, 2024. The annual basic life premium increased slightly while the annual short term disability premium decreased proportionally indicating no significant change in the annual premium. He recommended renewing the policy for the upcoming year.

Motion by Eugene T. McCune Jr. and seconded by Michael S. Troyan to renew the AD&D policy for 9 Auburn Township employees with Sun Life Insurance at a cost of approximately $249.00 per month for 2024. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

The Fiscal Officer asked the Board if they are interested in contracting with SE Blueprint who offers municipal record scanning and digitizing services. The Trustees tabled the subject matter until year end.

NEW BUSINESS:

Eugene T. McCune announced the Kenston Safety Town schedule.

Patrick J. Cavanagh presented Resolution 2024-02.

Motion by Patrick J. Cavanagh seconded by Eugene T. McCune Jr. to adopt Resolution 2024-02 of Convenience & Necessity for the improvement of the following Roads in Auburn Township: 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.

OLD BUSINESS:

The Trustees tabled discussion on the cannabis issue for the time being until more information becomes available.

PUBLIC COMMENT:

Auburn resident, Mark Lewis, informed the Trustees the landscapers may be damaging stones at Shadyside Cemetery. The Board will notify the service and ask them to be more careful mowing around the headstones.

ADJOURNMENT:

Motion by Eugene T. McCune Jr. 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 8:07 p.m.

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Patrick J. Cavanagh, Vice-Chairman

Eugene T. McCune Jr., Trustee

MARCH 4, 2024
Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, February 19, 2024

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

PLEDGE OF ALLEGIANCE

GUESTS:
- Boy Scout Troop 101 Representatives:
  Nanette Shirdon, Scoutmaster
  Spencer Shirdon, Senior Patrol Leader
  Dominic Shirdon, Chaplain's Aide
  Sawyer Scharver, Scribe
- Residents, Mr. & Mrs. Nicastro



Sunday, FEBRUARY 25th
8:00– 12:30 @ AVFD

MINUTE APPROVAL:
- Regular Meeting – February 5, 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:
- Correspondence from Prosecutor James Flaiz & proposed Resolution
- Stankus Heating & Cooling Proposal / Service Garage / $16,000.00

NEW BUSINESS:
- **Resolution 2024-02** of Convenience & Necessity for the Improvement of Various Roads in Auburn Township.
- Stonehugger Cemetery Restoration, LLC

SAVE THE DATE:

2/25/24 – Pancake Breakfast / Auburn Fire Station /
2/25/24 - Girl Scouts, Kenston Service Unit, High Awards Ceremony / Timmons / 1pm
2/27/24 – BZA Meeting/ Auburn Administration Bldg./ 7:00pm
3/04/24 - Board of Trustees Regular Meeting / Auburn Administration Bldg. / 7:30pm
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

AUBURN TOWNSHIP

Auburn Township Board of Trustees
Meeting Attendance Sheet

FEB 19 2024

AUBURN TOWNSHIP

Please Sign In

	Print Name	Resident	Non-Resident
1.			
2.	CARL SCHNEIDER	✓	
3.	Nanette Shirdon Scouts-3 - Mail-Charpers	✓	
4.	Deb Standley	✓	
5.	Donna & John Nicastro	✓	
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

Payment Listing

2/6/2024 to 2/29/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
21-2024	02/08/2024	02/15/2024	CH	AHOLA CORPORATION	$23,628.06	O
22-2024	02/12/2024	02/15/2024	CH	BUREAU OF WORKERS COMPENSATION	$655.24	O
23-2024	02/12/2024	02/15/2024	CH	DELTA DENTAL	$756.99	O
24-2024	02/13/2024	02/15/2024	CH	OHIO DEFFERRED COMPENSATION	$1,375.00	O
25-2024	02/16/2024	02/19/2024	CH	VISION SERVICE PLAN - (OH)	$256.86	O
26-2024	02/19/2024	02/19/2024	CH	VISA	$657.59	O
8199	02/19/2024	02/18/2024	AW	Great American Awards	$15.95	O
8200	02/19/2024	02/18/2024	AW	KINETICO QUALITY WATER SYSTEMS	$48.40	O
8201	02/19/2024	02/18/2024	AW	MATTHEW BLOWERS	$275.00	O
8202	02/19/2024	02/18/2024	AW	ACQUIRE FIRE PROTECTION	$786.46	O
8203	02/19/2024	02/18/2024	AW	ILLUMINATING CO.	$4,062.29	O
8204	02/19/2024	02/18/2024	AW	OHIO CAT	$774.26	O
8205	02/19/2024	02/18/2024	AW	NEWBURY AUTO PARTS,INC.	$427.60	O
8206	02/19/2024	02/18/2024	AW	EASY SIGN GROUP	$232.72	O
8207	02/19/2024	02/18/2024	AW	TRIVISTA-OHIO	$1,884.88	O
8208	02/19/2024	02/18/2024	AW	EXPERT IT LLC	$2,640.00	O
8209	02/19/2024	02/18/2024	AW	DANIEL MATSKO	$698.80	O
8210	02/19/2024	02/18/2024	AW	21st Century Media-Ohio	$85.45	O
8211	02/19/2024	02/18/2024	AW	J & B FLEET INDUSTRIAL SUPPLY	$259.52	O
8212	02/19/2024	02/18/2024	AW	WINDSTREAM WESTERN RESERVE INC.	$231.91	O
				Total Payments:	$39,752.98	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$39,752.98	

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
2-19-24

FISCAL OFFICER REPORT FEBRUARY 19, 2024

PAYMENT LISTING

• 6 ELECTRONIC PAYMENTS PROCESSED:	$ 27,329.74
• 14 WARRANTS PROCESSED:	$ 12,423.24
TOTAL:	$ 39,752.98

SUN LIFE INSURANCE

I received the life insurance renewal policy for our nine full time employees. I emailed last year and this year's policy renewals to the board for their review. The effective renewal date is April 1st.

It appears that the annual basic life premium increased slightly while the annual short term disability premium decreased proportionally indicating no significant change in the annual premium. Approximately $249.00 per month. The current policy will automatically renew on April 1, 2024.

Unless the board needs more time to review the policy, I recommend renewing the life insurance policy for the upcoming year.

MOTION TO RENEW Gene 2ND Mike YES

SE BLUEPRINT

The fiscal officer emailed information to the board regarding SE Blueprint. They provide Municipal Record Scanning and Digitizing services. Is the Board interested in them coming out and providing an estimate?

Table until year end

Dan Matsko
2-19-24

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: February 3, 2024

RE: Auburn Fire YTD Statistics (2024 vs 2023)

	Jan 2024	Jan 2023
EMS Calls	35	54
Fire Calls	32	36
Total Calls	**67**	**90**
Mutual Aid Given	10	16
Mutual Aid Received	5	5
Total Transports	28	43
Total Non-Transports	11	17
Total Transfer to other Agency	0	0
Total Patients	**39**	**60**
Percentage of Multiple Calls*	**29.85%**	**21.11%**

*****01/01/2024 to 01/31/2024*****
***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						
March 2024						
April 2024						
May 2024						
June 2024						
July 2024						
August 2024						
September 2024						
October 2024						
November 2024						
December 2024						
TOTAL	7	2				9

YTD Occurrences: 9

Total # of Calls: 20 calls
Dept. Total YTD: 67 calls

Percentage of Multiple Calls- 29.85%

Report from 01/01/2024 to 01/31/2024

Yearly totals for January thru December 2023

Yearly totals:

Full Burials: 8

Ash internment: 7

Graves sold: 8

Footers installed for headstones: 10

Stonehugger Cemetery Restoration restored of reset 50 stones for a total of $25,880 in August 2023. Would like to allocate another $25,000 in 2024 and should have the ability to do more than 50 due to smaller size with the rough approximation it should be closer to 75 stones restored. It should leave $24,120 balance for the year 2025. This should complete the use of the $75,000 donated from Auburn Community Church.

Cemetery currently has 5 headstone footers to install 2024

Cemetery report for July thru December 2023

Gravesites sold and transferred:

Michael & Brenda Krul, Transfer from Delbert Gorris to Antoinette Yanulaitis

Full burials:

Joesphine Girolamo, Larry Colin, Ron Sisma Sr.,

Al Hrabek, Cheryl Krol