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

Held _____ 20 _____
Date

The Regular 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 Emerick P. Gordon, Auburn Township Highway Superintendent.

Motion by Eugene T. McCune Jr. seconded by Patrick J. Cavanagh to approve the minutes of the Special Meeting of the Board of Trustees on June 13, 2024. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

Motion by Michael S. Troyan seconded by Patrick J. Cavanagh to approve the minutes of the Regular Meeting of the Board of Trustees on June 17, 2024. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

Motion by Eugene T. McCune Jr. seconded by Michael S. Troyan to approve the minutes of the Special Meeting of the Board of Trustees on June 25, 2024. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

REPORTS:

Frank Kitko, Zoning Inspector, submitted a zoning report reflecting 17 applications processed in the month of June. Two (2) of the 17 were applications to be presented to the Board of Zoning Appeals.

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

- The paving projects, Bartholomew Rd., Quinn Rd., Edward Ln. and Edinboro Ln. started on schedule and were finished within the time frame stated in the contract. There were no major changes or issues with the installation of the new surfaces. With excellent communication between the engineer's office, the township and contractor the projects were completed in a timely fashion with little inconvenience to our residents.
- Berm repair was done at various locations as well as some ditching on Valley Rd. / ditching and residential requests will continue to be taken care of through the remainder of the construction season.
- There were two downed trees, one on Taylor May Rd. and one on Meadow Dr. that were blocking the roads and were removed and chipped.
- The roadside mower was out and fields at the community park were mowed also.
- Bleed through on the chip sealed roads was addressed and limestone screenings used to keep the tar down. This will continue as needed, typically on the hotter sunny days.

Mr. Gordon noted that the Auburn Township capital improvement projects were started on schedule and completed in a timely fashion.

Patrick J. Cavanagh addressed an invoice from Ronyak Paving, Inc. and the recommendation of the Geauga County Engineer to pay the first payment of $302, 937.75. This was for work completed through June 14, 2024, for the *Asphalt Resurface of Various Roads in Auburn Township project.* He noted the total invoice amount was $459,000.00, of which Auburn's portion was $302,937.75, and the grant portion from the State of Ohio (OPWC) was $156,062.25.

Trustee Cavanagh said the grant opportunity was due to Emerick Gordon's great relationship with the Geauga County Engineer. Auburn needed that capital improvement help, and he thanked Emerick for his help in securing it.

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

Held _____ 20 _____

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to accept the Geauga County Engineer's recommendation and pay Ronyak Paving, Inc. first payment for the Asphalt Resurface of Various Roads in Auburn Township in the amount of $302,937.75. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

Eugene T. McCune Jr. reported he scheduled a meeting with Chip Hess at Auburn Community Park on July 11, 2024, at 10:30am. to discuss the results of the soil and perk test and to finalize a location for the proposed septic. Trustee McCune requested another Trustee attend the meeting along with him, as well as a representative from the road department. Michael S. Troyan thought one Trustee at the meeting would be sufficient and concurred that someone from the road department attend that meeting as well.

Fiscal Officer, Dan Matsko submitted the following payment listing for payments processed since June 17, 2024:

- 5 Electronic payments processed: $ 33,144.69
- 12 Warrants processed: $345,454.60

$378,599.29

He presented the June Bank Reconciliation and the following savings account balances as of June 30, 2024:

- Primary Checking account balance: $1,319,603.07
- Star Ohio Balance: $1,190,607.43

$2,510,210.50

Fiscal Officer, Dan Matsko, presented Resolution 2024-14 for the Supplemental Appropriation of $491.87 to the Coronavirus Relief Fund to return unused money form the Cares Act.

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr. to adopt Resolution 2024-14 for the Supplemental Appropriation of $491.87 to the Coronavirus Relief Fund to return unused money from the Cares Act. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

OLD BUSINESS:

Michael S. Troyan asked about the NatureWorks grant for the proposed Auburn Community Park restroom facility. Mr. McCune Jr. said they are still waiting for the state to fund it.

Chairman Troyan addressed the pending G.W. Construction quote for repairs at Adam Hall. Patrick J. Cavanagh noted we are still waiting for Campopiano to submit a competitive quote. The Town Hall roof is scheduled for repair later this week by Campopiano, and hopefully soon after they will submit a report and quote for Adam Hall.

Michael Troyan explained they are looking into an expansion of the Shadyside Cemetery and have asked Hess & Associates Engineering. Inc., to look at the best direction to go. The plan in place is to complete the work in sections. Emerick Gordon noted he had a call into Hess and was waiting to hear back from him. Trustee McCune said he spoke to Hess about this, and will meet with him next Thursday, and will bring it up again.

NEW BUSINESS:

Patrick J. Cavanagh gave some background to the proposed Resolution 2024-14 Certificate of Need. Collection ~~will~~ ceased on the 1 mill Road & Bridge levy that unexpectedly expired in 2020. This will leave a hole in the Road & Bridge budget.

Rather than throw a standard 1 mill road levy on the ballot, the Board will attempt to only address the shortfall in the fund. The Certificate of Need is for .65 mills which will generate approximately the same dollar amount that will no longer be collected.

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

Held _____ 20 _____

NEW BUSINESS (continued):

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr. to adopt Resolution 2024-15 Certificate of Need determining the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of Auburn Township and it is necessary to levy a tax in excess of such limitation for the purpose of general construction, reconstruction, resurfacing, and repair of streets, roads and bridges in municipal corporations, counties or townships; as provided and authorized in Ohio Revised Code 5705.19(G) at a rate of .65 mills for each one dollar of taxable value for a period of 5 years submitted to the entire township and shall be first levied in 2024 and first collected in 2025. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

Patrick J. Cavanagh thanked the voters for their past support for the road levies and would appreciate their support to replace the expired levy and to continue to work the road program.

The Trustees discussed two upcoming open positions in the Road Department. Emerick Gordon's retirement, effective 8/1/24 and John Szoka retirement, effective 9/01/24. Tonight was Emerick's last meeting and Mr. Cavanagh thanked him for his 27 years of service to Auburn Township.

PUBLIC COMMENT:

Bob Brosnan addressed the Trustees regarding suggestions for developing his property at Rt 44 and Rt 422. He asked to have a work session with the Trustees to discuss what the community would like to see on this property. Mr. Brosnan shared that he spoke to different developers, and they seemed to have different opinions.

Eugene T. McCune Jr. asked if he spoke to the Auburn Township Zoning Inspector, Frank Kitko, to see what he could develop on his property. Mr. Kitko said the property was comprised of 3 different zoning districts. He suggested Mr. Brosnan meet with the Auburn Township Zoning Commission.

Trustee McCune Jr. and Trustee Cavanaugh agreed and addressed Mr. Brosnan that he starts his process with the Zoning Commission.

Bob Brosnan thanked the Trustees for their time. Michael Troyan added the next Zoning Commission meeting was on July 11, 2024, at 7:00 p.m.

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 8:08 p.m.

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Eugene T. McCune Jr., Trustee

Patrick J. Cavanagh, Trustee

July 15, 2024
Date

Est. 1817

AUBURN
TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, July 1, 2024



11:00 a.m. July 4th
Meadows Subdivision to AVFD

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

PLEDGE OF ALLEGIANCE

MINUTE APPROVAL:
- Special Meeting – June 13, 2024
- Regular Meeting – June 17, 2024
- Special Meeting – June 25, 2024

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

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

OLD BUSINESS:
- NatureWorks Grant / Proposed Auburn Community Park restroom facility
- Quote from G.W. Construction / Adam Hall repairs.
- Shadyside Phase II

NEW BUSINESS:
- Recommendation of Geauga County Engineer to pay 1st payment $302,937.75 / Ronyak Paving, Inc. / Asphalt Resurface of Various Roads /for work completed on the project through June 14th. (Total invoice amount: $459,000.00 - Auburn Township Portion: $302,937.75 / OPWC Portion: $156.062.25)
- **Resolution 2024-15** *Certificate of Need*
- Open positions in Road Department

SAVE THE DATE:

7/04/24 – *https://sites.google.com/view/auburn-4th-of-july-parade/welcome*
7/05/24 – Auburn/Bainbridge Fireworks Event / Kenston High School Campus (rain date 7/7/24)

7/09/24 – BZA Regular Meeting / Auburn Administration Bldg. / 7:00pm
7/11/24 - ZC Regular Meeting / Auburn Administration Bldg. / 7:00pm
7/15/24 – Board of Trustees meeting / Auburn Administration Bldg. / 7:30pm



Payment Listing

6/18/2024 to 7/1/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
101-2024	06/27/2024	06/29/2024	CH	AHOLA CORPORATION	$28,255.99	C
102-2024	06/28/2024	06/29/2024	CH	WINDSTREAM WESTERN RESERVE INC.	$148.27	C
103-2024	06/27/2024	06/29/2024	CH	WEX BANK	$649.98	C
104-2024	06/28/2024	06/29/2024	CH	MIDDLEFIELD BANKING COMPANY	$25.00	C
105-2024	06/27/2024	06/29/2024	CH	BURNHAM & FLOWER	$4,065.45	C
8355	06/18/2024	06/17/2024	AW	VALLEY FIRE DISTRICT	$9,000.00	O
8356	07/01/2024	07/01/2024	RW	ALLISON FLINDERS	$150.00	O
8357	07/01/2024	07/01/2024	RW	CHERYL SPEHAR	$300.00	O
8358	07/01/2024	07/01/2024	RW	SUZANNE CONTI	$300.00	O
8359	07/01/2024	07/01/2024	AW	21st Century Media-Ohio	$88.65	O
8360	07/01/2024	07/01/2024	AW	GEAUGA COUNTY TOWNSHIP ASSOCIATI(	$35.00	O
8361	07/01/2024	07/01/2024	AW	GEAUGA COUNTY TOWNSHIP ASSOCIATI(	$35.00	O
8362	07/01/2024	07/01/2024	AW	RONYAK PAVING,INC.	$302,937.75	O
8363	07/01/2024	07/01/2024	AW	MICHAEL S. TROYAN	$1,048.20	O
8364	07/01/2024	07/01/2024	AW	STONEHUGGER CEMETERY RESTORATIO	$25,840.00	O
8365	07/01/2024	07/01/2024	AW	JOHN SZOKA	$698.80	O
8366	07/01/2024	07/01/2024	AW	ILLUMINATING CO.	$222.78	O
8367	07/01/2024	07/01/2024	AW	21st Century Media-Ohio	$85.45	O
8368	07/01/2024	07/01/2024	AW	OHIO EDISON	$23.31	O
8369	07/01/2024	07/01/2024	AW	FRANK KITKO	$871.98	O
8370	07/01/2024	07/01/2024	AW	JANE HARDY	$78.39	O
8371	07/01/2024	07/01/2024	AW	ROBECK FLUID POWER CO.	$8.73	O
8372	07/01/2024	07/01/2024	AW	NANCY DOLEZAL	$70.00	O
8373	07/01/2024	07/01/2024	AW	Dex Imaging, LLC	$472.86	O
8374	07/01/2024	07/01/2024	AW	CASH	$300.00	O
8375	07/01/2024	07/01/2024	AW	CASH	$300.00	O
8376	07/01/2024	07/01/2024	AW	PLANNING & ZONING SERVICES, LLC	$857.50	O
8377	07/01/2024	07/01/2024	AW	Treasurer-State of Ohio	$491.87	O
8378	07/01/2024	07/01/2024	AW	Green Vision Materials, Inc.	$65.00	O
8379	07/01/2024	07/01/2024	AW	EDINBURG TRACTOR SALES	$713.50	O
8380	07/01/2024	07/01/2024	AW	SUNRISE SPRINGS WATER COMPANY	$124.75	O
8381	07/01/2024	07/01/2024	AW	DOMINION EAST OHIO	$335.08	O
				Total Payments:	$378,599.29	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$378,599.29	

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.

7/1/24

FISCAL OFFICER REPORT JULY 01, 2024

Fiscal officer Dan Matsko presented the payment listing for payments processed since JUNE 17, 2024.

PAYMENT LISTING

• 5 ELECTRONIC PAYMENTS PROCESSED:	$ 33,144.69
• 27 WARRANTS PROCESSED:	$ 345,454.60
TOTAL:	$ 378,599.29

DM

Fiscal officer Dan Matsko presented the ~~April~~ JUNE Bank Reconciliation and savings account balances.

SAVINGS ACCOUNTS AS OF JUNE 30, 2024

• PRIMARY CHECKING ACCOUNT BALANCE:	$ 1,319,603.07
• STAR OHIO BALANCE:	$ 1,190,607.43
TOTAL:	$ 2,510,210.50

Fiscal officer Dan Matsko presented Resolution 2024-14 for the Supplemental Appropriation of $491.87 to the Coronavirus Relief Fund to return unused money from the Cares Act.

Dan Matsko

Dan Matsko 7/1/24

AUBURN TWP ZONING REPORT

JUNE 2024

	Ja	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Agr/Other Exmptions	1			2	1								4
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	2	1	2							11
Duplex													
Ind Addition, Exist.Use													
Ind Use Change, SubLease						1							1
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	2	1	3							13
Res Addition				2									2
Res Deck, Solar Panel		2		1	1	2							6
Res Fences			1	1		1							3
Res Interior Completion					2								2
Res Other						1							1
Res Patios						1							1
Res Remodel						3							3
Res Signs Temp													
Res Signs Temp Bldg Const	1	2											3
Res Signs S/D													
Single Family Dwelling	1	3		1	1	1							7
Swim Pool Above Ground													
Swim Pool In Ground				2									2
Transient Vendor													
Variance/Cond Use/		4	3	2	1	2							12
Voided Receipts/Other													
TOTAL ISSUED/PROCESSED	5	15	11	15	8	17							74

AUBURN TOWNSHIP

Auburn Township Board of Trustees
Meeting Attendance Sheet

JUL 01 2024

AUBURN TOWNSHIP

Please Sign In

	Print Name	Resident	Non-Resident
1.	CARL SCHNEIDER	✓	
2.	Deb Standley	✓	
3.	Jas Gordon		✓
4.	Roxanne Gordon	✓	
5.	Dennis Bergansky	✓	
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			