RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES—REGULAR Meeting

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

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 Mr. John Szoka, a recently retired Auburn Township Road Department employee.

MINUTE APPROVAL:

Motion by Mr. Eugene T. McCune Jr., seconded by Mr. Patrick J. Cavanagh, to approve the minutes of the Public Hearing held on August 19, 2024. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

Motion by Mr. Eugene T. McCune Jr., seconded by Mr. Michael S. Troyan, to approve the minutes of the regular meeting held on August 19, 2024. VOTE: McCune Jr., yes; Cavanagh, yes, Troyan, yes. The motion passed.

SCHEDULED REPORTS:

Mr. Frank Kitko, Zoning Inspector, submitted a Zoning report reflecting 10 applications submitted in the month of August.

TRUSTEE & FISCAL OFFICE REPORTS:

Mr. Eugene T. McCune Jr. had nothing new to report.

Mr. **Patrick J. Cavanagh, Vice Chairman,** reported that he will contact resident Patty Carlton at 17650 Auburn Road, about the water problem(s) on her property, as brought up at the Trustee Meeting on August 19, 2024.

Mr. Frank Kitko noted that Patty Carlton had contacted him about the problems she is having, and he suggested she get a survey, so she knows her property boundaries.

Mr. Cavanagh also reported that the Trustees can conduct the interviews for the Road Department applicants in an Executive Session. The interviews will be conducted in a Special Meeting by the Board of Trustees at the Auburn Township Administration Building on September 10, 2024, at 3:30 pm.

Mr. Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since August 19, 2024 - listing 4 electronic payments processed for $32,450.92, and 27 warrants processed for $369,509.38 totaling $401,960.30.

Mr. Matsko presented the August bank reconciliation and savings account balances, as of August 31, 2024. The primary checking account balance was $2,137,647.09. The Star Ohio balance was $1,201, 605.61.

Mr. Matsko reported the 2022-2023 financial audit has been completed. Preliminary results were emailed to all Trustees last week. A more comprehensive report will be forthcoming once all information has been reviewed.

OLD BUSINESS:

Mr. Cavanagh reported that the Public Hearing notice for proposed Zoning Amendment ZC2024-01 Family Cemeteries was not advertised in the newspaper in a timely manner, as required by the ORC. This was due to the recent storm and power outage we had in August 2024.

The proposed amendment will be returned to the Zoning Commission. They can reinitiate it as proposed zoning amendment ZC2024-02. Mr. Cavanagh said even though the information was posted on the Auburn Township website, it was not adequate.

RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES—REGULAR Meeting

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

Held _____ 20 _____

NEW BUSINESS:

Fiscal Officer, Mr. Dan Matsko presented Resolution 2024-22.

Motion made by Michael S. Troyan and seconded by Eugene T. McCune Jr. to adopt Resolution 2024-22 Accepting the amounts and rates as determined by the Budget Commission and authorizing necessary tax levies. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

Michael S. Troyan noted franchise fees received from Charter Communications.

Motion made by Michael S. Troyan and seconded by Eugene T. McCune Jr. to deposit $4,905.14 into the Land Acquisition Improvement Fund. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

A quote was received from Weaver Tree Company. Mr. Cavanagh said that two other tree companies were contacted, but no written quotes were received. He noted that Weaver had done a good job for the Township in the past.

Motion made by Mr. P.J. Cavanagh and seconded by Eugene T. McCune Jr. to authorize Weaver Tree Company to remove the large maple tree on the southeast corner of Mapleshade Cemetery for a total of $2,850.00. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

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 7:54 p.m.

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Patrick J. Cavanagh, Vice-Chairman

Eugene T. McCune Jr., Trustee

9-16-2024

Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, August 19, 2024

7:15 PM - PUBLIC HEARING ZC2024-01

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

PLEDGE OF ALLEGIANCE

GUEST:

MINUTE APPROVAL:
- Regular Meeting – August 5, 2024

SCHEDULED REPORTS:
- Frank Kitko, Zoning Inspector

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

OLD BUSINESS:
- Open Position in Road Department

NEW BUSINESS:
- Resolution 2020-21 to Rescind Resolution 2024-17
-

SAVE THE DATE:

08/22/24 - Zoning Commission meeting / Auburn Administration Bldg. / 7:00pm
09/03/24 - BZA Meeting / Auburn Administration Bldg. / 7:00pm
09//03/24- Board of Trustees meeting / Auburn Administration Bldg. / 7:30pm
09/10/24 - BZA Meeting / Auburn Administration Bldg. / 7:00pm
09/12/24 – Zoning Commission meeting / Auburn Administration Bldg. / 7:00pm
09/16/24 – Board of Trustees meeting / Auburn Administration Bldg. / 7:30pm
09/21/24- AVFD Annual Clam Bake – PRESALE TICKETS ONLY
09/26/24- Zoning Commission meeting / Auburn Administration Bldg. / 7:00pm
09/28/24- Auburn Community Picnic / Junk in the TrunkFEST / 10:00am – 5:00pm

Auburn Township Board of Trustees
Meeting Attendance Sheet

AUG 19 2024

AUBURN TOWNSHIP

Please Sign In

	Print Name	Resident	Non-Resident
1.	Jo Brown	✓	
2.	Jena Tognio	✓	
3.	Patty Cartelon	✓	
4.	Deb Standley	✓	
5.	Dace Ryan	✓	
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

RESOLUTION 2024-21

A RESOLUTION TO RESCIND RESOLUTION 2024-17

Be it resolved by the Board of Trustees of Auburn Township ("the Township"), in a REGULAR meeting on this 19th day of August 2024 at the Auburn Administration Building, 11010 Washington Street, with the following members present:

Michael S. Troyan

Patrick J. Cavanagh

Eugene T. McCune Jr.

MICHAEL TROYAN moved the adoption of the following resolution:

WHEREAS, the Township desires to rescind **Resolution 2024-17 A RESOLUTION TO REALLOCATE INSIDE MILLAGE** effective January 1, 2025 and

WHEREAS, effective January 1, 2025 the Township desires to **NOT** change the allocation of inside millage to: **3.0 inside General Fund** ; and **0.0 inside Road & Bridge;** and

BE IT RESOLVED that the Board of Trustees of Auburn Township, Geauga County, Ohio hereby authorizes Resolution 2024-17 be rescinded and the inside millage allocation remain **1.40 inside General Fund** ; and **1.60 inside Road & Bridge;** effective January 1, 2025;

BE IT FURTHER RESOLVED that the Township Fiscal Officer is authorized and instructed to deliver a certified copy of this resolution to the Geauga County Auditor's Office to ensure the accuracy of relevant inside millage calculation beginning with the 2025 tax collection period.

Eugene McCune seconded the motion. Upon call of the question, the vote was as follows:

Voting thereon:	Vote:
Michael S. Troyan	YES
Patrick J. Cavanagh	YES
Eugene T. McCune Jr	YES

Adopted the 19th day of August 2024

Daniel J Matsko

Fiscal Officer: Daniel J. Matsko

Auburn Township, Geauga County, Ohio

The State of Ohio, Geauga County, ss.

I, Daniel J Matsko, Fiscal Officer of Auburn Township, do hereby certify that the foregoing is taken and copied from the Record of the Proceedings of said Township Board of Trustees; that the same has been compared by me with the Resolution on said Record and that it is a true and correct copy thereof.

Witness my signature, this 19th day of August 2024

Daniel J Matsko

Fiscal Officer

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Tuesday, September 3, 2024

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

PLEDGE OF ALLEGIANCE

GUEST:

John Szoka



MINUTE APPROVAL:
- Public Hearing – August 19, 2024
- Regular Meeting – August 19, 2024

SCHEDULED REPORTS:
- Frank Kitko, Zoning Inspector

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

OLD BUSINESS:
- ZC2024-01

NEW BUSINESS:
- **Resolution 2024-22** Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor.
- Franchise fees received / Charter Communications / $4,905.14
- Quote received / Weaver Tree / $2,850.00

SAVE THE DATE:

09/05/24 – BZA Meeting / Auburn Administration Bldg. / 7:30am
09/10/24 – SPECIAL MEETING, Board of Trustees / Auburn Administration Bldg. / 3:30pm
09/10/24 - BZA Meeting / Auburn Administration Bldg. / 7:00pm
09/16/24 – Board of Trustees meeting / Auburn Administration Bldg. / 7:30pm
09/21/24- AVFD Annual Clam Bake – PRESALE TICKETS ONLY
09/26/24- Zoning Commission meeting / Auburn Administration Bldg. / 7:00pm
09/28/24- Auburn Community Picnic / Junk in the TrunkFEST / 10:00am – 5:00pm
10/01/24 - BZA Meeting / Adam Hall, 11455 Washington St. / 7:00pm
10/08/24 - BZA Meeting / Auburn Administration Bldg. / 7:00pm

Weaver Tree Co.

10234 Bancroft Rd.
GARRETTSVILLE, OHIO 44231
Ph. 440-313-4456
weavertree@ibyfax.com

☐ PROPOSAL ☐ INVOICE

No. 6776

Fully Insured - Certificates available upon request.

CUSTOMER ORDER NO.	PHONE
BILL TO Auburn Twp	
ADDRESS	
CITY	
JOB NAME AND LOCATION 11010 Washington Auburn Maplewood Cemetery	

DATE OF ORDER 8-20-24
STARTING DATE / /
ORDER TAKEN BY

☐ DAY WORK
☐ CONTRACT
☐ EXTRA

JOB PHONE

DESCRIPTION OF WORK		
Remove the large maple on the southeast corner	-	$2600
Grind the stump	-	$250

STUMP GRINDING		
TOTAL MATERIALS		
TOTAL LABOR		$2850
TAX	Exempt	
TOTAL AMOUNT		$2850

☑ Crane	☐ Mini Loader	☐ No Cleanup	☐ Full Cleanup
☑ Aerial Lift	☐ Skidsteer	☑ Chip Brush	
☑ Log Truck	☑ Mini Skid	☑ Haul Logs	

DATE COMPILED / /

WORK ORDER BY

CREDIT CARD FEE 1.5%

WE DO NOT TAKE RESPONSIBILITY FOR DAMAGED DRIVEWAYS

☐ *No one home*

☐ *Total amount due for above work; or*

☐ *Total billing to be mailed after completion of work*

I have read the terms and conditions and accept this proposal.

Signature _____ Date

AUBURN TWP ZONING REPORT

AUGUST 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							1						1
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	2						13
Duplex													
Ind Addition, Exist.Use							1						1
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	9	3					25
Res Addition				2			1						3
Res Deck, Solar Panel		2		1	1	2		1					7
Res Fences			1	1		1	4						7
Res Interior Completion					2								2
Res Other						1		3					4
Res Patios						1	1	1					3
Res Remodel						3							3
Res Signs Temp													
Res Signs Temp Bldg Const	1	2					2						5
Res Signs S/D													
Single Family Dwelling	1	3		1	1	1	2						9
Swim Pool Above Ground								1					1
Swim Pool In Ground				2				1					3
Transient Vendor													
Variance/Cond Use/		4	3	2	1	2	3						15
Voided Receipts/Other							1						1
TOTAL ISSUED/PROCESSED	5	15	11	15	8	17	27	10					108

AUBURN TOWNSHIP RESOLUTION 2024-22

Original
Original or Amended

Tax Year 2024 (

RESOLUTION ACCEPTING THE AMOUNTS AN
BUDGET COMMISSION AND AUTHORIZING T
CERTIFYING THEM TO THE C

(Board of Township Trustees
Taxing District Authority

Revised Code, Secs 5705.34, 5705.35

Emailed to Count-I Auditor

Board of Trustees of Auburn Township of Geauga Coun

3rd *day of* **SEPTEMBER**, **2024**

with the following members present:

Michael S. Troyan
Patrick J. Cavanagh
Eugene T. McCune , Jr.

MR MICHAEL TROYAN *moved the adoption of the following Resolution:*

RESOLVED, By the Board of Trustees of Auburn Township Geauga County, Ohio in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on January 1st, 2025 ; and

WHEREAS, The Budget Commission of Geauga County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor for the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Auburn Township of Geauga County, Ohio that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted:

and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said **AUBURN** *Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:*

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITORS ESTIMATED TAX RATES

FUND	Amount to Be Derived from Levies Inside 10 Mill Limitaion	Amount Approved by Budget Commission Outside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to Be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
	Column I	Column II	III	IV
General Fund	$552,060.00		1.40	
Road and Bridge Levy Fund	$630,926.00	$1,074,360.00	1.60	4.00
Fire Levy Fund		$940,065.00		3.50
Fire and Emergency Levy Fund		$497,857.00		1.80
TOTAL	$1,182,986.00	$2,512,282.00	3.00	9.30

Form GCA-003

SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
Road and Bridge Fund 2005 not to exceed levy authorized by voters on: November 6, 2018 Expired years		
Road and Bridge Fund 2006 not to exceed levy authorized by voters on: November 3, 2020 5 years	1.00	$268,590.00
Road and Bridge Fund 2008 not to exceed levy authorized by voters on: November 8, 2022 5 years	1.00	$268,590.00
Fire Levy Fund 2010 not to exceed levy authorized by voters on: May 4, 2010 Continuing years	3.50	$940,065.00
Road and Bridge Fund 2014 not to exceed levy authorized by voters on: November 8, 2022 5 years	2.00	$537,180.00
Fire Levy Fund 2020 not to exceed levy authorized by voters on: November 3, 2020 Continuing years	1.80	$497,857.00
not to exceed levy authorized by voters on: years		
not to exceed levy authorized by voters on: years		
not to exceed levy authorized by voters on: years		
not to exceed levy authorized by voters on: years		
not to exceed levy authorized by voters on: years		
not to exceed levy authorized by voters on: years		
not to exceed levy authorized by voters on: years		

and be it further

RESOLVED, That the Clerk of this Board be and is hereby directed to certify a copy of the Resolution to the County Auditor of said County.

M Eugene McCune Jr. *seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:*

M **Michael S. Troyan** YES

M **Patrick J. Cavanagh** YES

M **Eugene T. McCune, Jr.** YES

Adopted the **3rd** *day of* **SEPTEMBER**, **2024**

Attest: **Daniel Matsko**

Daniel J. Matsko

Fiscal Officer of

Auburn Township

Geauga County, Ohio

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio Geauga County, ss.

I, **Daniel Matsko**, *Clerk of the* *Board of Township Trustees* *within and for said County, and in whose custody the Files and Records of said Council are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original now on file with said Board, that the foregoing has been compared by me with said original document, and that the same is a true and correct copy thereof.*

WITNESS my signature, this **3rd** *day of* **September,** **2024**

Fiscal Officer/Clerk of Board of Township Trustees of Auburn Township
Geauga County, Ohio

A copy of this Resolution must be certified to the County Auditor before the first day of October, or at such a later date as may be approved by the Department of Taxation of Ohio.

No. _____

BOARD OF TOWNSHIP TRUSTEES,
Auburn Township

Geauga County, Ohio

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.

(Board of Township Trustees)

Adopted _____

_____
Fiscal Officer

Filed _____

_____
County Auditor

By _____
Deputy Auditor

Form GCA-003