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 October 21, 2024, Page 1 20

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

The Pledge of Allegiance was led by Road Superintendent Michael Fenstermaker.

GUESTS:

Auburn resident, Cara Wood expressed her support for Issue 3 a Proposed (Additional) Tax Levy for the Kenston Local School District. Trustee Eugene McCune stated that taxes collected will be for the sole purpose of general permanent improvements only. Most school districts have this type of levy Mr. McCune added.

Auburn resident Marla Lucarelli asked if the township would request a speed/traffic study on Munn Rd. between Washington Street and Crackel Rd. After some discussion Mr. Cavanagh suggested the study extend to Bell Road as well.

Motion by Michael S. Troyan, seconded by Patrick J. Cavanagh, to send a letter to the Geauga County Engineer requesting a speed/traffic study on Munn Rd. between Bell Road and Crackel Road. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

Mr. Troyan had a letter already prepared to send to the Geauga County Engineer. All three trustees signed the letter.

MINUTE APPROVAL:

Motion by Eugene T. McCune Jr., seconded by Michael S. Troyan, to approve the minutes of the Regular Trustees Meeting held on October 7, 2024. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

SCHEDULED REPORTS:

Fire Chief John Phillips, AVFD, presented a Year-to-Date Statistics Report comparing 781 year to date EMS & Fire Calls in 2024 to 683 calls in 2023. The percentage of multiple calls was 22.40% for January-September 2024 compared to 26.20% for the same period in 2023.

Chief Phillips submitted Requisition #703, for the drilling of a new water well for the fire department with estimates from multiple vendors totaling $21,440.00. This requisition is intended to replace Requisition #697 for $36,875.00 submitted on May 6, 2024 due to the original vendor not being able to perform the work because of health reasons. This search for a new vendor resulted in a savings of $15,435.00.

Motion by Michael S. Troyan, seconded by, Eugene T. McCune Jr., to rescind the motion made on May 6, 2024 to approve Requisition #697. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

Motion by Michael S. Troyan, seconded by, Eugene T. McCune Jr., to approve Requisition # 703 and the $21,440.00 expenditure for a new water well to be drilled at the Auburn Fire Station. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

TRUSTEE & FISCAL OFFICER REPORTS:

Trustee Eugene McCune Jr. reported on progress with the wastewater treatment system project for Auburn Community Park. He stated that no work could start until spring of 2025. Mr. McCune recommended sending the Hess & Hess proposal to ADA Kristen Rine for review.

TRUSTEE & FISCAL OFFICER REPORTS (continued):

Trustee Patrick Cavanagh introduced Michael Fenstermaker as the new Auburn Township Highway Superintendent.

Mr. Cavanagh presented Resolution 2024-24, Convenience & Necessity for the Improvements of Various Roads to include Moreland Trail, Cooper Court, Jensen Court, and Regal Place.

Motion by Patrick J. Cavanagh, seconded by Michael S. Troyan, to adopt Resolution 2024-24, Resolution of Convenience & Necessity for the Improvements of Various Roads. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

Fiscal Officer. Dan Matsko presented the payment listing for payments processed since October 8, 2024 - listing 12 electronic payments processed for $60,570.19, and 17 warrants processed for $16,110.71 totaling $76,680.90.

Fiscal officer Dan Matsko reported on his attendance at the Ohio Association of Public Treasures 2024 Annual Fall Conference held near Toledo, Ohio. He attended twelve hours of classes ranging from bond management, debt planning, ethics laws, and understanding the risks and rewards of AI (Artificial Intelligence). His attendance enabled Mr. Matsko to earn CPIM credits and Auditor of State FIA credit hours per ORC Section 135.22 - Annual continuing education programs for treasurers.

Trustee Michael Troyan presented a Proxy Statement designating Bill Coons to serve as the representative for Auburn Township at NOPEC's Annual General Assembly meeting to be held on November 12, 2024.

Motion by Michael S. Troyan, seconded by Patrick J. Cavanagh, to designate Bill Coons as the representative for Auburn Township at NOPEC's Annual General Assembly meeting to be held on November 12, 2024. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

EXECUTIVE SESSION:

Motion by Michael S. Troyan, seconded by Patrick J. Cavanagh, at 8:10 p.m. to enter Executive Session, to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, pursuant to R.C. 121.22(G)(1). VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

Motion by Michael S. Troyan, seconded by Eugene T. McCune Jr., at 8:36 p.m. to exit Executive Session. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

REGULAR MEETING:

ADJOURNMENT:

Motion by Michael S. Troyan, seconded by Eugene T. McCune Jr. to adjourn the meeting. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed. The meeting was adjourned at 8:36 p.m.

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Patrick J. Cavanagh, Vice-Chairman

Eugene T. McCune Jr., Trustee

Nov 4, 2024
Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, October 21, 2024

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

PLEDGE OF ALLEGIANCE

GUEST:
- Cara Wood, Auburn resident
- Marla Lucarelli, Auburn resident
- Jeffrey Heinrich, NOPEC / natural gas-in / opt-out

MINUTE APPROVAL:
- Regular Meeting – October 7, 2024



October 31st
6:00pm – 8:00pm

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:
- Open positions at Road Department

NEW BUSINESS:
- **Resolution 2024-24 of Convenience & Necessity** for the Improvements of Various Roads in Auburn Township to include Moreland Trail, Cooper Court, Jensen Court, and Regal Place.
- NOPEC General Assembly meeting, 11/12/24. Sign proxy form for Bill Koons.

EXECUTIVE SESSION: (Alex Trunek)
- To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, pursuant to R.C.121.(22)(G)(1)

SAVE THE DATE:

10/24/24 - Zoning Commission meeting / Auburn Administration Bldg. / 7:00pm
10/31/24 – Trick or Treat / 6:00pm – 8:00pm
11/04/24 - Public Hearing/ Records Commission / 7:00pm
11//04/24 - Board of Trustees meeting / Auburn Administration Bldg. / 7:30pm
11/05/24 – VOTE / Adam Hall, 11455 Washington St. / 6:30am – 7:30pm
11/05/24 - BZA meeting / Auburn Administration Bldg. / 7:00pm
11/18/24 - Board of Trustees meeting / Auburn Administration Bldg. / 7:30pm
11/21/24 – Zoning Commission meeting / Auburn Administration Bldg. / 7:00pm
11/28/24 – Thanksgiving Holiday – office closed

Auburn Township Board of Trustees
Meeting Attendance Sheet

OCT 21 2024

AUBURN TOWNSHIP

Please Sign In

	Print Name	Resident	Non-Resident
1.	CARA WOOD	✓	
2.	MARCA LUCARELLI	✓	
3.	Deb Standley	✓	
4.	DALE RYAN	✓	
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

Payment Listing

10/8/2024 to 10/31/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
159-2024	10/18/2024	10/01/2024	CH	WINDSTREAM WESTERN RESERVE INC.	$250.33	V
159-2024	10/18/2024	10/01/2024	CH	WINDSTREAM WESTERN RESERVE INC.	-$250.33	V
173-2024	10/09/2024	10/15/2024	CH	WINDSTREAM WESTERN RESERVE INC.	$113.30	O
174-2024	10/09/2024	10/15/2024	CH	OHIO DEFFERRED COMPENSATION	$1,300.00	O
175-2024	10/09/2024	10/20/2024	CH	PUBLIC EMPLOYEES RETIREMENT SYSTE	$10,924.96	O
176-2024	10/10/2024	10/20/2024	CH	MIDDLEFIELD BANKING COMPANY	$25.00	O
177-2024	10/15/2024	10/20/2024	CH	ILLUMINATING CO.	$86.71	O
178-2024	10/15/2024	10/20/2024	CH	DELTA DENTAL	$613.78	O
179-2024	10/16/2024	10/20/2024	CH	VISION SERVICE PLAN - (OH)	$208.77	O
180-2024	10/16/2024	10/20/2024	CH	BESTCO HARTFORD	$2,633.33	O
181-2024	10/17/2024	10/20/2024	CH	SAMS CLUB	$89.97	O
182-2024	10/17/2024	10/20/2024	CH	AHOLA CORPORATION	$27,249.54	O
183-2024	10/17/2024	10/20/2024	CH	WINDSTREAM WESTERN RESERVE INC.	$231.99	O
184-2024	10/17/2024	10/20/2024	CH	MEDICAL MUTUAL OF OHIO	$17,092.84	O
8526	10/21/2024	10/21/2024	RW	SHARIE RENGERS	$215.00	O
8527	10/21/2024	10/21/2024	AW	MATTHEW BLOWERS	$670.00	O
8528	10/21/2024	10/21/2024	AW	GEAUGA COUNTY DEPT OF WATER RESO	$151.34	O
8529	10/21/2024	10/21/2024	AW	iWorq Systems	$1,750.00	O
8530	10/21/2024	10/21/2024	AW	Cuyahoga Asphalt Materials	$2,404.24	O
8531	10/21/2024	10/21/2024	AW	KINETICO QUALITY WATER SYSTEMS	$48.40	O
8532	10/21/2024	10/21/2024	AW	MICHAEL S. TROYAN	$1,048.20	O
8533	10/21/2024	10/21/2024	AW	UH OCCUPATIONAL HEALTH	$63.00	O
8534	10/21/2024	10/21/2024	AW	GEAUGA COUNTY MAPLE LEAF	$44.10	O
8535	10/21/2024	10/21/2024	AW	Great American Awards	$63.80	O
8536	10/21/2024	10/21/2024	AW	BURNHAM & FLOWER	$175.00	O
8537	10/21/2024	10/21/2024	AW	VISA	$1,217.44	O
8538	10/21/2024	10/21/2024	AW	Lisa M. Ludwig	$524.10	O
8539	10/21/2024	10/21/2024	AW	ILLUMINATING CO.	$4,168.21	O
8540	10/21/2024	10/21/2024	AW	DANIEL MATSKO	$523.60	O
8541	10/21/2024	10/21/2024	AW	WEAVER TREE	$2,850.00	O
8542	10/21/2024	10/21/2024	AW	HOME DEPOT	$194.28	O
				Total Payments:	$76,680.90	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$76,680.90	

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 10/21/24

Geauga County Engineer's Office

2025 - Township Project Request

Township: AUBURN

Budget*: $ 950,000

*total funds applied to bid projects only

Date: 10/03/2024

Prepared by: Michael Fenstermaker

Road# TR1040 Road Name: MORELAND TRAIL Priority: 1

Project Limits From: STAFFORD RD. End: CUL-DE-SAC Length: .67 miles

Project Description: ASPHALT RESURFACE OR RECONSTRUCTION

Culverts:	Twp Replace (Sizing Only)		X	OR	Include in project	
Pavement Repairs		By Twp		OR	Include in project	X
Drives:	Asphalt	Overlay	1	OR	Remove/Replace	
	Concrete	Overlay	21	OR	Remove/Replace	

Special Conditions:

Road# TR 1041 Road Name: COOPER COURT Priority: 1

Project Limits From: MORELAND TRAIL End: CUL-DE-SAC Length: 05miles

Project Description: ASPHALT RESURFACE OR RECONSTRUCTION

Culverts:	Twp Replace (Sizing Only)		X	OR	Include in project	
Pavement Repairs		By Twp		OR	Include in project	X
Drives:	Asphalt	Overlay	3	OR	Remove/Replace	
	Concrete	Overlay	3	OR	Remove/Replace	

Special Conditions:

Road# TR 1042 Road Name: JENSEN COURT Priority: 1

Project Limits From: MORELAND TRAIL End: CUL-DE-SAC Length: .05 miles

Project Description: ASPHALT RESURFACE OR RECONSTRUCTION

Culverts:	Twp Replace (Sizing Only)		X	OR	Include in project	
Pavement Repairs		By Twp		OR	Include in project	X
Drives:	Asphalt	Overlay	0	OR	Remove/Replace	
	Concrete	Overlay	3	OR	Remove/Replace	

Special Conditions:

Geauga County Engineer's Office
2025 - Township Project Request

Township: **AUBURN**
Budget*: **$950,000**
*total funds applied to bid projects only

Date: **10-03-2024**
Prepared by: **Michael Fenstermaker**

Road # **TR985** Road Name: **REGAL PLACE** Priority: **2**
Project Limits From: **VALLEY ROAD** End: **CUL-DE-SAC** Length: **.18 miles**
Project Description: **ASPHALT RESURFACE**

Culverts:	Twp Replace (Sizing Only)		**X**	**OR**	Include in project	
Pavement Repairs		By Twp		**OR**	Include in project	**X**
Drives:	Asphalt	Overlay		**OR**	Remove/Replace	
	Concrete	Overlay	**3**	**OR**	Remove/Replace	

Special Conditions: **4 GRAVEL DRIVE APRONS**

Road # _____ Road Name: _____ Priority: _____
Project Limits From: _____ End: _____ Length: _____
Project Description: _____

Culverts:	Twp Replace (Sizing Only)			**OR**	Include in project	
Pavement Repairs		By Twp		**OR**	Include in project	
Drives:	Asphalt	Overlay		**OR**	Remove/Replace	
	Concrete	Overlay		**OR**	Remove/Replace	

Special Conditions: _____

Road # _____ Road Name: _____ Priority: _____
Project Limits From: _____ End: _____ Length: _____
Project Description: _____

Culverts:	Twp Replace (Sizing Only)			**OR**	Include in project	
Pavement Repairs		By Twp		**OR**	Include in project	
Drives:	Asphalt	Overlay		**OR**	Remove/Replace	
	Concrete	Overlay		**OR**	Remove/Replace	

Special Conditions: _____

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: October 21, 2024

RE: Auburn Fire YTD Statistics (2024 vs 2023)

	Jan-Sept 2024	**Jan-Sept 2023**
EMS Calls	473	376
Fire Calls	308	307
Total Calls	**781**	**683**
Mutual Aid Given	180	147
Mutual Aid Received	48	50
Total Transports	319	260
Total Non-Transports	189	151
Total Transfer to other Agency	1	0
Total Patients	**509**	**411**
Percentage of Multiple Calls*	**22.40%**	**26.20%**

*****01/01/2024 to 09/30/2024*****
***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	4	1				5
April 2024	7					7
May 2024	8					8
June 2024	10	1				11
July 2024	9	1				10
August 2024	11	3				14
September 2024	8					8
October 2024						
November 2024						
December 2024						
TOTAL	71	11				82

YTD Occurrences: 74

Total # of Calls: 175 calls
Dept. Total YTD: 781 calls

Percentage of Multiple Calls- 22.40%

Report from 01/01/2024 to 09/30/2024

RESOLUTION 2024-24

RESOLUTION OF CONVENIENCE & NECESSITY FOR THE IMPROVEMENTS OF VARIOUS ROADS

Auburn Township, Geauga County, Ohio

WHEREAS, the Auburn Township Board of Trustees (the Board) has determined that the public convenience and welfare require the improvement of **Moreland Trail from Stafford Road to cul-de-sac, Cooper Court from Moreland Trail to cul-de-sac, Jensen Court from Moreland Trail to cul-de-sac, and Regal Place from Valley Road to cul-de-sac** in Auburn Township, and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by a unanimous vote of the Board that the public convenience and welfare requires the improvement by repairing the existing pavement and embankments, replacing culverts, improving drainage structures, asphalt resurfacing, subgrade stabilization, stabilizing the shoulders, and related improvements, as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.

BE IT FURTHER RESOLVED that the costs and expenses of said improvement shall be apportioned as follows:

The right of way costs, if any, and the construction costs for the project shall be paid from local funding sources and state grants and/or loan funds should they be available for this project. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Voting thereon:	Vote:
Patrick J. Cavanaugh	Yes
Eugene T. McCune	YES
Michael S. Troyan	Yes

I certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on Oct 21, 2024.

Daniel J. Matsko, Fiscal Officer