RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES—REGULAR Meeting

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 7:30 p.m. by Trustee Chairman Michael S. Troyan. All three Trustees were present.

The Pledge of Allegiance was led by Mario Manacci, AVFD President.

GUESTS:

Mr. Mario Manacci, AVFD President spoke about the budget and a new contract, which would include:

- 2.5% Cola increase
- Revised timeline P & L within 60 days – March 1, 2025
- Budget review in the spring

Mr. Troyan noted that a portion of the budget was based on 100% staffing, which was never hit. He said they would review the new contract and noted they had to get this done by the next Trustee meeting so the new contract can be approved before the old one expires.

Mr. Ron DiNardo, owner of several parcels of land in Auburn Township - adjacent to Route 422 westbound exit ramp and Route 44, spoke again to the Trustees. On November 18, 2024, he presented the Trustees with a plan for developing his property and building a Circle K. He presented changes to his original plans with a new curb cut. Mr. DiNardo stressed that the Township would be able to utilize their entire property, and his property would have a brand-new access point from Route 44, with very minimal impact to the parcel. Mr. DiNardo felt his new plan would have the least impact to the parcel owned by the Township.

There was a discussion with the Zoning Inspector, Frank Kitko, the Trustees and Mr. DiNardo. Mr. DiNardo then asked the Trustees if they would consider a property swap – he would swap his same sized parcel of land for the parcel the Township owns.

Trustee Patrick J. Cavanagh felt the proposed Circle K was an appropriate use of the property, and thought it was something the Township should consider.

Mr. Troyan asked Mr. DiNardo if he had any other property he would consider swapping with the Township. Mr. DiNardo said he did have some other property on old Washington Street. Discussion ensued.

Mr. Troyan asked for a random sampling from the audience members if they would like to see a gas station at the proposed site. Some audience members said yes. He noted he did not travel that way frequently, so it would not affect him that much.

Trustee Eugene T. McCune Jr. said he was not currently in favor of it. He said there were a lot more things to consider – crime, a restaurant, gas station and diesel trucks moving in and out – making it a truck stop.

Mr. Cavanagh said he would consider the proposal.

Resident Diane Jones commented on the impact Circle K could have on the township now and in the future.

Mr. DiNardo asked if the Trustees could decide within the next week. Mr. Troyan said he doubted they would decide in a week and thought it would take them a month or two to consider everything, and all the ramifications involved.

Mr. DiNardo said he would reach out in 30 days to see if a decision had been made.

MINUTE APPROVAL:

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

SCHEDULED REPORTS:

Mr. Frank Kitko, Zoning Inspector, submitted a Zoning report reflecting 9 applications processed in the month of November 2024.

Mr. Michael Fenstermaker, Highway Superintendent, gave the following report for November:

- Performed various maintenance and repairs to ready the plow vehicles for snow removal.
- Removed branches and downed trees from the roadway.
- Dead deer and racoon disposal.
- Beaver dam removal

TRUSTEE & FISCAL OFFICER REPORTS:

Eugene T. McCune Jr. spoke more on the proposed Circle K, and said he is not opposed to development, but it sounded to him like this proposed gas station is a truck stop.

Mr. McCune reported that Kristen Rine, the attorney for the Township, had a lot of questions about the contract with Hess and Associates Engineering, Inc., and Chip Hess answered all of them. Mr. McCune asked if the Trustees wanted to send the contract back to Kristen Rine, or should they sign it. Mr. McCune felt it would cost approximately $15,000 to get ready to install a septic system for Auburn Community Park and would take months to go through this process. Mr. Troyan said they would review the changes and decide at the next meeting whether to approve and sign the contract or send it back to Kristen Rine for further review.

Patrick J. Cavanagh reported an issue with an employee in the Road Department and as per the Auburn Township Personnel Policy manual, he and Superintendent Mike Fenstermaker met with the employee on Friday, November 29, 2024.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to place James Vannoy on unpaid administrative leave. VOTE: McCune Jr., yes, Cavanagh, yes; Troyan, yes. The motion passed.

Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since November 19, 2024 - listing 7 electronic payments processed for $262,189.38, and 18 warrants processed for $13,183.75 totaling $275,373.13. Mr. Matsko noted the largest of those payments was an annual bond payment to Middlefield Bank. The bond payment was for the fire station and the road garage.

Mr. Matsko presented the following November bank reconciliation and savings account balances totaling $2,951,770.40 as of November 30, 2024. Primary Checking account balance $1,734,944.75; Star Ohio balance $1,216,825.65.

Mr. Matsko spoke with the County Auditor's Office today and asked when there would be a decision made about repayment of the Levy monies. The Board of Revision meets on December 30, 2024, and at which time a decision will be made.

NEW BUSINESS:

Mr. Troyan reported they received a quote from Cable Communications, Inc., for a Cell Antenna Booster for the Service Garage in the amount of $7,058.74.

Mr. Fenstermaker explained that they do not get cell phone service in the Service Garage Building; the cell phones don't work. All the employees use a Wi-Fi connection, and if Wi-Fi goes down, none of their cell phones work, and there is no way to get in touch with any employee in the Road Department. He explained this Cell Antenna Booster would basically put an antenna on their building and bring cell phone service into the building, so the cell phones work.

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Held _____ 20 _____

NEW BUSINESS (continued):

Mr. Troyan said that is an issue, and Mr. McCune felt this problem should be taken care of.

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr., to approve and contract with Cable Communications Inc. in the amount of $7058.74 for a service garage cell antenna booster. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

The Trustees discussed the date and time for the 2025 Organizational Meeting.

Motion by Patrick J. Cavanagh seconded by Michael S. Troyan to schedule the annual Auburn Township Organizational Meeting on January 6, 2025, at 7:30 p.m. VOTE: McCune Jr., yes; Cavanagh, yes; Troyan, yes. The motion passed.

Motion by Michael S. Troyan seconded by Eugene T. McCune Jr., to deposit the franchise fees received from Charter Communications in the amount of $4,913.22 into the Land Acquisition Improvement Fund. 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 8:41 p.m.

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Patrick J. Cavanagh, Vice-Chairman

Eugene T. McCune Jr., Trustee

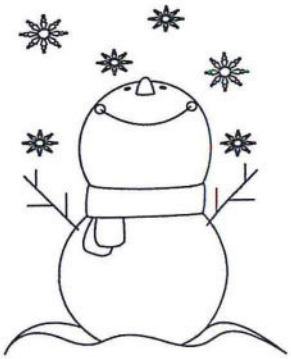
12-25

Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, December 2, 2024

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



PLEDGE OF ALLEGIANCE

GUEST:
- Ron Dinardo, Kowit & Company
- Mario Manacci, AVFD President

MINUTE APPROVAL:
- Regular Meeting – November 18, 2024

SCHEDULED REPORTS:
- Frank Kitko, Zoning Inspector
- Mike Fenstermaker, Highway Superintendent

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

OLD BUSINESS:
- Hess quote / Auburn Community Park

NEW BUSINESS:
- Quote from Cable Communications/ Service Garage Antenna/ $7,058.74
- Schedule Organizational Meeting / 01-06-2025 ??
- Franchise Fees received/ Charter Communications / $4,913.22

SAVE THE DATE:

12/10/24 – BZA – MEETING CANCELED
12/12/24 – Zoning Commission PUBLIC HEARINGS 7:00PM; 7:15PM; 7:30PM
12/12/24– Zoning Commission Regular Meeting (after Public Hearings)
12/16/24 - Board of Trustees meeting / Auburn Administration Bldg. / 7:30pm
12/25/24 – Christmas Day – Office CLOSED
01/01/25 – New Year's Day – Office CLOSED

Auburn Township Board of Trustees is accepting letters of interest to serve on the 2025 Zoning Commission or 2025 Board of Zoning Appeals through December 24, 2024. Please submit your letter of interest to admin@auburntownship.com or mail it to Auburn Trustees, 11010 Washington St., Auburn Twp., OH 44023

FISCAL OFFICER REPORT DECEMBER 2, 2024

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

PAYMENT LISTING

• 7 ELECTRONIC PAYMENTS PROCESSED:	$ 262,189.38
• 18 WARRANTS PROCESSED:	$ 13,183.75
TOTAL:	$ 275,373.13

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

SAVINGS ACCOUNTS AS OF NOVEMBER 30, 2024

• PRIMARY CHECKING ACCOUNT BALANCE:	$ 1,734,944.75
• STAR OHIO BALANCE:	$ 1,216,825.65
TOTAL:	$ 2,951,770.40

Dan Matsko 12-2-24

Dan Matsko

Payment Listing

11/19/2024 to 12/31/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
205-2024	11/19/2024	11/23/2024	CH	OHIO DEFFERRED COMPENSATION	$1,300.00	C
206-2024	11/20/2024	11/23/2024	CH	ILLUMINATING CO.	$84.60	C
207-2024	11/20/2024	11/23/2024	CH	WINDSTREAM WESTERN RESERVE INC.	$110.69	C
208-2024	11/20/2024	11/23/2024	CH	MEDICAL MUTUAL OF OHIO	$14,550.02	C
209-2024	11/27/2024	11/30/2024	CH	AHOLA CORPORATION	$27,656.51	C
210-2024	11/29/2024	11/30/2024	CH	BURNHAM & FLOWER	$3,799.56	C
211-2024	12/02/2024	12/02/2024	CH	MIDDLEFIELD BANKING COMPANY	$214,688.00	O
8571	12/02/2024	12/02/2024	RW	LOGAN ABRAHAMSON	$215.00	O
8572	12/02/2024	12/02/2024	AW	WINTER EQUIPMENT	$124.61	O
8573	12/02/2024	12/02/2024	AW	JANE HARDY	$1,096.44	O
8574	12/02/2024	12/02/2024	AW	NANCY DOLEZAL	$3,279.42	O
8575	12/02/2024	12/02/2024	AW	ASCENDANCE TRUCKS MIDWEST, LLC	$425.55	O
8576	12/02/2024	12/02/2024	AW	NEWBURY TIRE	$810.00	O
8577	12/02/2024	12/02/2024	AW	MINUTEMAN PRESS	$75.27	O
8578	12/02/2024	12/02/2024	AW	KARLOVEC MEDIA GROUP	$63.00	O
8579	12/02/2024	12/02/2024	AW	21st Century Media-Ohio	$118.35	O
8580	12/02/2024	12/02/2024	AW	AUBURN VOLUNTEER FIRE DEPARTMENT	$480.00	O
8581	12/02/2024	12/02/2024	AW	MAGIC CARPET & UPHOLSTERY CLEANIN(	$1,870.00	O
8582	12/02/2024	12/02/2024	AW	DiMARCO & Associates	$2,620.75	O
8583	12/02/2024	12/02/2024	AW	JUDCO	$1,011.45	O
8584	12/02/2024	12/02/2024	AW	INDUSTRIAL CONNECTIONS	$67.70	O
8585	12/02/2024	12/02/2024	AW	SUNRISE SPRINGS WATER COMPANY	$163.75	O
8586	12/02/2024	12/02/2024	AW	MATTHEW BLOWERS	$295.00	O
8587	12/02/2024	12/02/2024	AW	ARIS	$141.50	O
8588	12/02/2024	12/02/2024	AW	NEWBURY AUTO PARTS,INC.	$325.96	O
				Total Payments:	$275,373.13	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$275,373.13	

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 Mateka
12-2-24

AUBURN TWP ZONING REPORT

NOVEMBER 2024

	Ja	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Agr/Other Exmptions	1			2	1					1	3		8
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	3	5	1		34
Res Addition				2			1				2		5
Res Deck, Solar Panel		2		1	1	2		1					7
Res Fences			1	1		1	4		1	1	1		10
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			1			6
Res Signs S/D													
Single Family Dwelling	1	3		1	1	1	2			1	1		11
Swim Pool Above Ground								1					1
Swim Pool In Ground				2				1		1	1		5
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	4	11	9		132

Auburn Township Road Dept. Report

December 2024

-Removed hydraulic pump from boom mower and took pump in to be repaired.

-Disposed of two raccoons that were euthanized by the sheriff's department.

-Worked with Pete and Nathan on new plow routes.

- Removed beaver dam from Valley Road cross pipe near Regal Place.

- Oil and oil filter were replaced on truck 15 and Dodge Ram.

-Cut back branches on Valley Road and Taylor May.

- Installed salt spreaders and spinners on all trucks.

- Replaced solenoid on truck 18's hydraulic pump.

- Repaired cutting edge on truck 16.

- Installed new auger motor on truck 18.

-Replaced snowplow angle cylinder on truck 19.

- The evening of Thursday ~~December~~ NOVEMBER 21, salted roads.

-Sheriff's call Saturday, November 23 for a tree that was down on Bartholomew Road, west of Auburn Road.

-Cleaned up tree that was down at the park.

-Picked up two dead deer. One on Taylor May at Bainbridge line and one on Stafford, west of Munn.

-Checked roads for snow over Thanksgiving holiday.

Auburn Township Board of Trustees
Meeting Attendance Sheet

DEC 0 2 2024

AUBURN TOWNSHIP

Please Sign In

	Print Name	Resident	Non-Resident
1.	Michael Hirsh		✓
2.	RON DINARDO		✓
3.	Christopher Cheney	✓	
4.	DALE RTAN	✓	
5.	Kaley Richard		✓
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			