RECORD OF PROCEEDINGS

The regular meeting of the Auburn Township Board of Trustees was called to order at 7:00 p.m. by Trustee Chairman Eugene T. McCune Jr. Also in attendance were Trustees Patrick J. Cavanagh and Michael S. Troyan.

The Pledge of Allegiance was led by resident Mr. Matt England.

GUESTS:

Mr. Shane Hajjar, Geauga County Design Engineer**,** discussed with the Trustees **Resolution Number 2025-07,** which included the reconstruction of Regal Place Moreland Lane, Cooper Cour and Jensen Court.

This will involve over a mile length of road surface in total, and 2 solid cul-de-sacs. The estimated cost for the project is $1,120,000.00, which will all be funded by Auburn Township. Mr. Cavanagh noted the Township has been setting aside money for 3 years for this project. The Geauga County Engineer's Office will accept bids for this project until May 9, 2025.

Mr. Cavanaugh read Resolution Number 2025-07.

Motion made by Patrick J. Cavanagh and seconded by Michael S. Troyan to adopt Resolution Number 2025-07 – for the reconstruction of various roads in Auburn Township. VOTE: Troyan, yes, Cavanagh, yes; McCune Jr., yes. The motion PASSED.

Mr. Hajjar took with him signed copies of the cover sheet and Resolution 2025-07.

Mr. Cavanagh said that he and Mr. Fenstermaker, Road Superintendent for Auburn Township, will meet with representatives from Mantua Village to start discussions on the upcoming joint PWC 2027 Crackel Road project, of which the Geauga County Engineer's office will be the lead engineer. Mr. Hajjar suggested meeting with the Village of Mantua, to make sure they have the financial means and a timeline for the project.

Mr. Matt England – asked the Trustees for permission to host The Auburn Township parade which will be on Friday, July 4, 2025. It will start in The Meadows subdivision at 11:00 a.m., and will end at the Auburn Fire Department, where hot dogs and drinks will be for sale by the Auburn Scouts. Mr. England said they have a website set up and he will make sure they put the information on the Auburn Township website. The event will also be published in the Spirit of Bainbridge newspaper and will be shared on social media.

Mr. McCune Jr. asked about insurance and noted that last year, the Township handled the insurance – Mr. England runs the parade. Mr. England concurred.

Mr. Troyan asked about parking. Mr. England said parking is a work in progress and improvements will be made for better traffic flow this year.

Mr. Jeff Clawson – Mr. McCune Jr. explained that Mr. Clawson was concerned about a resolution adopted by Claridon Township which banned both wind and solar farms. Mr. Clawson built his house in Auburn Township in 1997 and installed solar panels on his house in 2022. He explained the reason he was there today was that the Trustees of Claridon Township asked the Geauga County Commissioners to ban solar and wind farms that are larger than 50 megawatts (MW) requiring 300 or more acres. Mr. Clawson stated his home system is 10 kilowatts (kWh). Mr. Clawson wanted to know the position of the Auburn Township Trustees on solar and wind farms

Mr. McCune Jr. explained that both solar and wind farms are not designated as agriculture, as per the Ohio Revised Code (ORC). He noted that Mr. Clawson's use of solar panels was for residential use, and he gave Mr. Clawson a copy of the Auburn Township Zoning Resolution which lists the rules and regulations for solar panels, of which are documented as a permitted accessory.

Mr. McCune Jr. noted that the Geauga County Commissioners can regulate solar and wind farms, not townships.

MINUTE APPROVAL:

Motion by Patrick J. Cavanagh, seconded by Michael S. Troyan, to approve the minutes of the Regular Meeting of the Board of Trustees held on April 7, 2025. VOTE: Cavanagh, yes; Troyan, yes; McCune Jr., yes. The motion PASSED.

SCHEDULED REPORTS:

Auburn Fire Department Chief John Phillips presented the monthly detailed report for the Auburn Fire Department. He presented a Year-to-Date Statistics Report comparing 274 year-to-date total calls in 2025 to 219 total calls in 2024. The percentage of multiple calls was 27.01% for January-March 2025 compared to 24.66% in 2024.

Chief Phillips reported that on March 3, 2025, they received 31 calls regarding the smell of gas, and all the calls were related to gas leaks – smells, which stemmed from the Gas company injecting too much mercaptan into the gas lines.

Chief Phillips also reported a structure fire at 9911 Messenger Road on March 24, 2025, which resulted in $170,000 in damages.

A new well for the Fire Department was drilled, Chief Phillips explained, being140 feet deep with 130 feet of casing. Some water testing results came back, and they are awaiting more test results. So far, it looks very promising.

TRUSTEE & FISCAL OFFICER REPORTS:

Mr. Michael S. Troyan reported that the existing mobile data terminal computers (CAD system) for the Fire Department will need to be replaced at a cost of approximately $30,000. These computers are tied to Geauga County dispatch, and the county is updating their systems. The current computers will no longer work as of October 2025. Mr. Troyan asked Mr. Matsko, the Fiscal Officer, if the Township had $30,000 in the budget for the computers and Mr. Matsko said yes. He advised the Trustees there will be a budget meeting for fiscal year 2026 with the Fire Department on May 7, 2025.

Keith Blaser, Secretary for the Auburn Fire Department, said their department submitted a grant application for these computers and his concern was the grant award may not come back in time to allow them to get the project together. Mr. Blaser stated there would be a 10% price increase on May 10, 2025. Mr. Troyan said he wanted to make sure they had money in the current year budget available so they can be up and running by October 2025.

Mr. Patrick J. Cavanagh had nothing to report that was not on the agenda.

Eugene T. McCune Jr. reported that he and Mr. Fenstermaker spoke about another indentation on the Auburn Community Park field that must be taken care of. A previous indentation in the field that was identified last year has already been taken care of.

Mr. Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since April 8, 2025 - listing 13 electronic payments processed for $48,932.49 and 12 warrants were processed for $12,589.36 totaling $61,521.85.

Mr. Troyan addressed the contract with Cable Communications, Inc., for a Cell Antenna Booster for the Service Garage. There was some prior discussion in previous meetings about canceling the contract and instead, using a land line telephone. Mr. Troyan stated that since Cable Communications Inc. had already purchased the materials for the project the Township should honor the contract.

Mr. Matsko read the motion made at the Trustee's meeting on April 7, 2025 - to rescind the December 2024 purchase order with Cable Communications Inc.

Mr. Cavanagh noted this was a local contractor, and they did not hear from him for a while; however, there was still a contract.

Motion made by Michael S. Troyan and seconded by Patrick J. Cavanagh to rescind the motion made on April 7, 2025, that rescinded the December 2024 purchase order with Cable Communications Inc. VOTE: Troyan, yes, Cavanagh, yes; McCune Jr., yes. The motion PASSED.

NEW BUSINESS:

Geauga County Resource Rental Program – Mr. McCune Jr. introduced the discussion. Mr. Cavanagh explained this was a pooling of equipment and manpower where you can borrow from another Township. The Trustees did not think this was a good fit for Auburn Township, as the Township already has some agreements in place with a few Townships to borrow/lend. Mr. Troyan felt if the Township has not used the service, and has not needed the service, maybe they did not need to participate. Mr. Cavanagh said he would speak to Mr. Shane Hajjar about the program, and in the meantime to let it sit and put it on the agenda for the next meeting.

Approval of Trash Event fee schedule – after discussion among the Trustees, it was decided not to change the fee schedule.

Motion made by Patrick Cavanagh and seconded by Michael S. Troyan to approve the fee schedule for Trash Drop Off day. VOTE: Cavanagh, yes; Troyan, yes; McCune Jr., yes. The motion PASSED.

Mr. McCune Jr. asked if anyone had thought of who a guest speaker should be for the upcoming Memorial Day (May 25, 2025) ceremonies. Mr. McCune. suggested Amy Bevan, the newly unanimously appointed County Administrator. Ms. Bevan is a U.S. Marine Corps veteran and was a former director on a Marine Corps base. Mr. McCune said he would talk to Ms. Dolezal to see if this could be set up.

Mr. McCune reminded everyone of the Large Item Trash Drop Off event on June 7, 2025, as well as this Saturday, April 26, 2025, being the Roadside Litter Pick-Up event.

ADJOURNMENT:

Motion made by Michael S. Troyan and seconded by Patrick Cavanagh to adjourn the meeting. VOTE: Cavanagh, yes; Troyan, yes; McCune Jr., yes. The motion PASSED. The meeting was adjourned at 8:00 p.m.

Daniel J. Matsko, Fiscal Officer

Eugene T. McCune, Chairman

Patrick J. Cavanagh, Vice-Chairman

Michael S. Troyan, Trustee

MAY 5, 2025

Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, April 21, 2025

7:00 PM - REGULAR MEETING CALL TO ORDER
- Eugene T. McCune Jr., Chairman

PLEDGE OF ALLEGIANCE

GUESTS:
- Shane Hajjar, Geauga County Engineer's Office/ **Resolution 2025-07** to Order the Reconstruction of Various Roads in Auburn Township to include Regal Place, Moreland Lane, Cooper Cour & Jensen Court
- Matt England / 4th of July Picnic & Parade
- Jeff Clawson / Solar Power

MINUTE APPROVAL:
- Regular Meeting – April 7, 2025

SCHEDULED REPORTS:
- Chief John Phillips, AVFD

TRUSTEE & FISCAL OFFICER REPORTS:
- Michael S. Troyan
- Patrick J. Cavanagh
- Dan Matsko, Fiscal Officer

OLD BUSINESS:

NEW BUSINESS:
- Geauga County Resource Rental Program
- Approve Trash Event fee schedule

SAVE THE DATE:

04/24/25 - Zoning Commission / Administration Bldg. / 7:00pm
04/26/25 - Roadside Litter Pick-Up EVENT- 8:00am meet at the service garage for road assignments and supplies; return @ NOON for hot dogs, beverages & snacks! All residents invited to participate. Choose your location; leave full litter bag on roadside for the township to pick up.
05/05/25 - Board of Trustees Meeting / Auburn Administration Bldg. / 7:00pm
05/06/25 - BZA Meeting / Administration Bldg. / 7:00pm
05/08/25- Zoning Commission Meeting / Administration Bldg./ 7:00pm
05/13/25- BZA Meeting / Adam Hall Community Center / 7:00pm
05/19/25- Board of Trustees Meeting / Auburn Administration Bldg. / 7:00pm
05/25/25- Memorial Ceremonies / 8:45 Maple Shade; 9:00 Adam Hall; 10:00 Shadyside
6/5 & 6/6- Senior Trash Pick Up EVENT (60yrs & older). Must **PRE-REGISTER** with the Dept. on Aging 440-279-2130. Limited pick-ups available.
06/07/25 - Large Item Trash Drop-Off EVENT @ Adam Hall – 8:00am – 1:00pm
07/04/25 - Annual 4th of July Picnic & Parade

AUBURN TOWNSHIP

Auburn Township Board of Trustees
Meeting Attendance Sheet

APR 21 2025

AUBURN TOWNSHIP

Please Sign In

	Print Name	Resident	Non-Resident
1.	CARL SCHNEIDER	✓	
2.	DALE RYAN	✓	
3.	Deb Standley	✓	
4.	MATT ENGLAND 4th of July Parade		✓
5.	Nanette Shirdon - 4th of July Parade		✓
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

PLEASE JOIN US!



SATURDAY, APRIL 26th
8:00 A.M – 12:00 noon

AUBURN TOWNSHIP ROADSIDE LITTER PICK- UP DAY

Once again Auburn Township is celebrating the **"Great American Clean-up Campaign,"** a national community improvement program, introduced by **Geauga-Trumbull Solid Waste Management District**.

Auburn's dedicated Scout Troops, 4H clubs, and resident community volunteers join will together to make Auburn Township *"just a little more beautiful"* by gathering to pick-up the litter along our roadways and township properties. We supply trash bags, and our Service Dept. will pick up the full bags left along the roadsides.

Please join us! This is a great way to serve your community!

WHERE: **Auburn Service Garage, 17666 Auburn Road** (behind the Fire Station) to pick up supplies and choose an area to patrol.

WHEN: **Saturday, April 26th at 8:00 a.m. to noon**

At 12:00 noon, join the Trustees back at the Service Garage for grilled hot dogs, snacks and beverages.

Auburn Township Board of Trustees

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

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: Assistant Chief V. Valerio

DATE: April 10,2025

RE: Auburn Fire YTD Statistics (2025 vs 2024)

	Jan-Mar 2025	**Jan-Mar 2024**
EMS Calls	155	146
Fire Calls	119	73
Total Calls	**274**	**219**
Mutual Aid Given	74	38
Mutual Aid Received	50	12
Total Transports	155	106
Total Non-Transports	64	49
Total Transfer to other Agency	3	0
Total Patients	**222**	**155**
Percentage of Multiple Calls*	**27.01%**	**24.66%**

*****01/01/2025 to 03/31/2025*****
***see multiple calls report for details**

Month	Double	Triple	Quadruple	Quintuple	Septuplet	Octuple	Monthly
January 2025	6	2					8
February 2025	5						5
March 2025	13	1	1			1	16
April 2025							
May 2025							
June 2025							
July 2025							
August 2025							
September 2025							
October 2025							
November 2025							
December 2025							
TOTAL	24	3	1			1	29

YTD Occurrences: 29

Total # of Calls: 74 calls
Dept. Total YTD: 274 calls

Percentage of Multiple Calls- 27.01%

Report from 01/01/2025 to 03/31/2025

FISCAL OFFICER REPORT APRIL 21, 2025

Fiscal Officer Dan Matsko presented the payment listing for payments processed since APRIL 8, 2025.

PAYMENT LISTING

• 13 ELECTRONIC PAYMENTS PROCESSED:	$ 48,932.49
• 12 WARRANTS PROCESSED:	$ 12,589.36
TOTAL:	$ 61,521.85

Dan Matsko 4-21-25

Dan Matsko

Payment Listing

4/8/2025 to 4/21/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
80-2025	04/08/2025	04/19/2025	CH	OHIO DEFFERRED COMPENSATION	$1,300.00	O
81-2025	04/10/2025	04/19/2025	CH	ENBRIDGE GAS OHIO	$1,517.29	O
82-2025	04/10/2025	04/19/2025	CH	MIDDLEFIELD BANKING COMPANY	$100.00	O
83-2025	04/11/2025	04/19/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$84.92	O
84-2025	04/11/2025	04/19/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$206.24	O
85-2025	04/11/2025	04/19/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$270.49	O
86-2025	04/14/2025	04/19/2025	CH	DELTA DENTAL	$800.50	O
87-2025	04/15/2025	04/19/2025	CH	BESTCO HARTFORD	$3,161.85	O
88-2025	04/15/2025	04/19/2025	CH	PUBLIC EMPLOYEES RETIREMENT SYSTE	$13,424.85	O
89-2025	04/16/2025	04/19/2025	CH	VISION SERVICE PLAN - (OH)	$238.43	O
90-2025	04/17/2025	04/19/2025	CH	BUREAU OF WORKERS COMPENSATION	$782.27	O
91-2025	04/17/2025	04/19/2025	CH	AHOLA CORPORATION	$26,944.53	O
92-2025	04/21/2025	04/21/2025	CH	ILLUMINATING CO.	$101.12	O
8737	04/21/2025	04/21/2025	RW	BEN REEDER	$150.00	O
8738	04/21/2025	04/21/2025	AW	MELZER'S FUEL SERVICE CO.	$1,447.68	O
8739	04/21/2025	04/21/2025	AW	DANIEL MATSKO	$370.00	O
8740	04/21/2025	04/21/2025	AW	Green Vision Materials, Inc.	$50.00	O
8741	04/21/2025	04/21/2025	AW	J.F.D. LANDSCAPES	$1,339.72	O
8742	04/21/2025	04/21/2025	AW	Dex Imaging, LLC	$7.00	O
8743	04/21/2025	04/21/2025	AW	ARIS	$124.50	O
8744	04/21/2025	04/21/2025	AW	ILLUMINATING CO.	$4,236.96	O
8745	04/21/2025	04/21/2025	AW	SUNRISE SPRINGS WATER COMPANY	$133.50	O
8746	04/21/2025	04/21/2025	AW	Lisa M. Ludwig	$555.00	O
8747	04/21/2025	04/21/2025	AW	MATTHEW BLOWERS	$725.00	O
8748	04/21/2025	04/21/2025	AW	FIREHOUSE SERVICES LLC.	$3,450.00	O
				Total Payments:	$61,521.85	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$61,521.85	

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
4-21-25

AUBURN TOWNSHIP
GEAUGA COUNTY, OHIO
Bid Specifications

RC-AUB-V-2025

The Reconstruction of Various Roads:
Regal Place (TR-0985)
Moreland Lane (TR-1040)
Cooper Court (TR-1041)
Jensen Court (TR-1042)

Bids Due: May 9, 2025 – 10:00 AM
Digital Bids via Bid Express®

Sealed paper bids also accepted at:
Geauga County Engineer's Office
12665 Merritt Road
Chardon, Ohio, 44024

STATE OF OHIO
SHANE HAJJAR
E-66714
REGISTERED PROFESSIONAL ENGINEER

4/21/25

Prepared under the supervision of:
Shane E. Hajjar, PE #66714
Geauga County Design Engineer

Plans/Specifications Approved by
Auburn Township Board of Trustees

Date 4/21/25
Patrick J. Cavanaugh

Date 4/21
Eugene T. McCune

Date 04/21/25
Michael S. Troyan

Resolution No. 2025-07

RESOLUTION TO ORDER
RC-AUB-V-2025

Auburn Township, Geauga County, Ohio

WHEREAS, the Auburn Township Board of Trustees (the Board) has determined by unanimous vote in Resolution # 2024-24 that the public convenience and welfare require the improvement of **Road Name (TR-####)**, in Auburn Township, and authorized the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code (R.C.); and

WHEREAS, the Geauga County Engineer has completed the specifications and estimates for the improvements, and has filed the bid documents with the Board; and

WHEREAS, the Board has reviewed the bid documents and finds them acceptable; and

WHEREAS, the cost improvements will not be excessive for the public utility thereof; and

WHEREAS, the public convenience and welfare require the proposed improvements.

NOW THEREFORE, BE IT RESOLVED that the Board in accordance with R.C. Section 5573.06 hereby orders that such improvements proceed.

BE IT FURTHER RESOLVED that the Board hereby adopts the specifications and estimates for such improvements, the costs of which shall be paid from local and/or state funding sources in accordance with R.C. Section 5573.07.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby ordered to let this project for bids in accordance with R.C. Section 5575.02. The bids shall be let upon a unit price basis. Bids shall be received until 10:00 AM on May 9, 2025 and read publicly thereafter.

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. Cavanagh	4-21-25
Eugene T. McCune Jr.	4/21/25
Michael S. Troyan	04/21/25

I certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on April 21, 2025.

Daniel J. Matsko, Fiscal Officer — Date: 4/21/25