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 7:00 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. Keith Blaser.

GUESTS:

No scheduled guests attended the meeting.

MINUTE APPROVAL:

Motion by Michael S. Troyan, seconded by Patrick J. Cavanagh, to approve the minutes of the Regular Meeting of the Auburn Township Board of Trustees held on May 5, 2025. VOTE: Cavanagh, yes; Troyan, yes; McCune Jr., yes. The motion PASSED.

SCHEDULED REPORTS:

Keith Blaser, Auburn Fire Department Secretary, presented the monthly detailed report for the Auburn Fire Department. He presented a Year-to-Date Statistics Report comparing 354 year-to-date (January–April 2025) total calls in 2025 to 300 total calls in 2024 (January–April 2024.) The percentage of multiple calls was 28.25% for January-April 2025 compared to 22.66% in January–April 2024.

Mr. Blaser thanked Trustee Mr. Michael Troyan and Fiscal Officer Mr. Dan Matsko for meeting with the Auburn Fire Department for a budget planning meeting.

Mr. Blaser reported that the Auburn Fire Department will sponsor a youth participant (an Auburn Township resident) in the summer program (June 2025) of Leadership Geauga. Mr. Blaser reported that the Auburn Fire Department awarded their annual $1500 John Reithoffer Memorial Scholarship at the Kenston Awards Ceremony on Friday, May 16, 2025. The scholarship went to a student who will study nursing.

Mr. Blaser noted that the results came back from the new well that was drilled for the Fire Department, with total dissolved solids (any minerals, salts, metals or organic matters that are dissolved in water) of 2500 to 172 mg/L. Mr. Blaser said they noticed having to use less salt to keep the system functioning.

TRUSTEE & FISCAL OFFICER REPORTS:

Mr. Michael S. Troyan reported that he viewed a contract between Munson Township and the Munson Township Fire Department – which is a perpetual contract; one in which the contract is the same, but the numbers and dates change annually. The prosecutor stated if that were something Auburn Township would want to do, and if there was a rational justification for it - at that time, she would look into it more in depth. Mr. Troyan said he will continue to look at this to see if there are any benefits to changing to a perpetual contract. Mr. Troyan felt the current contract they have now works well.

Mr. Patrick J. Cavanagh reported that he attended the bid opening at the Geauga County Engineer's office for various road projects on Friday, May 9, 2025. The estimated cost for the project was $1,120,000.00; all of which will be funded by Auburn Township. There were only 2 bids on the project - Ronyak Paving, Inc., and Karvo Paving. There were 2 other Townships in the County that had similar projects of the same scale, and those projects had 4 bids. The Ronyak Paving Inc. bid was the only bid which came in under the estimate.

Mr. Cavanagh attended the BZA Meeting on May 13, 2025, for the proposed gas station / truck stop. The applicant asked for the hearing to be tabled and is recessed until June 10, 2025.

Mr. Cavanagh also spoke about some split rail fence in front of Adam Hall and the volleyball courts that were not in good shape and may need to be replaced. The Trustees discussed whether the fencing should be repaired or replaced. Mr. Troyan suggested the Trustees should get a quote and get it fixed, if repairable; or they might find it may be better just to replace it.

Eugene T. McCune Jr. reported that on behalf of Auburn Township, he attended a meeting with Chagrin River Watershed Partners meeting on May 15, 2025. There were approximately 40 people that attended. There were break-out groups of different communities, and the number one concern discussed was water runoff. One of the mayors of a local community did some charting of rainfall in the Cleveland area – from the 1900's to present. He spoke about 100-year floodplains, which are based on the amount of waterfall in a given time, in an area. The rain that they received two weeks ago in this town would equal a 300-year rainfall; it was over 3 inches of rain in an hour. They have not seen anything like that in their history; their roads can't handle that amount of rainfall.

Mr. McCune Jr. walked through the cemetery recently and observed the work being done by Stonehuggers Cemetery Restoration Inc. on the repair work of headstones, and noted they did some nice work.

Mr. McCune Jr. shared that Hess and Associates Engineering Inc. was recently purchased by another company. Mr. Hess is still working with the company. The first set of drawings came through with the plans for the restroom at Auburn Community Park. In the plans, they changed the location of the tanks; they were originally close to the building - they changed the location of the tanks on their own, without approval from Auburn Township. Mr. Mike Fenstermaker, Auburn Township Road Superintendent, observed the new location when they set the stakes, and contacted Mr. McCune Jr.. Mr. McCune Jr. contacted the company and asked them to move the tanks back to their original location.

Mr. Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since May 5, 2025 - listing 11 electronic payments processed for $37,818.03 and 22 warrants were processed for $30,227.94 totaling $68,045.97.

Mr. Matsko noted Auburn Township has a road levy that is expiring at the end of 2025. He noted that he and Administrative Assistant Nancy Dolezal have discussed the process required to ensure the necessary paperwork is submitted to the Board of Elections 90 days prior to the November election. Mr. McCune Jr. and Mr. Troyan are also up for reelection in November.

OLD BUSINESS:

No old business.

NEW BUSINESS:

Mr. McCune Jr. spoke about the quote from Auburn Fence for $1,276.00 to replace the Town Hall fence. Mr. McCune Jr. explained that the neighbors, the Millers, knocked down the Auburn Township fence. There was a dispute as to who owned the fence – and was determined that the fence was owned by Auburn Township. Unfortunately, none of the township's fences are insured. The prosecutor advised the Trustees to replace the fence and send a bill to the Millers. After some discussion the Trustees decided to replace the fence and send the Millers a bill.

Motion was made by Michael S. Troyan and seconded by Patrick Cavanagh to approve the quote by Auburn Fence Corporation in the amount of $1,276.00 to put the fence back at Auburn Township Town Hall property and send the Millers a bill. VOTE: Cavanagh, yes; Troyan, yes; McCune Jr., yes. The motion PASSED.

Mr. McCune Jr. brought up the award bid for the reconstruction of various roads in Auburn Township to Ronyak Paving. Mr. Cavanagh noted there was a letter from the Geauga County Engineer recommending the awarding of the bid. Mr. Cavanagh said there were 2 bidders on the project and Ronyak Paving was determined to be the lowest and best price. The project was estimated by the county Engineer's office at $1,120,000.00 and the bid came in at $1,098,295.00.

Motion made by Patrick J. Cavanagh and seconded by Michael S. Troyan to award the contract for reconstruction and paving of various roads in Auburn Township to Ronyak Paving, in the amount of $1,098,295.00. VOTE: Troyan, yes, Cavanagh, yes; McCune Jr., yes. The motion passed. The 3 Trustees signed the contract, as well as 3 witnesses who were members of the audience.

Mr. McCune Jr. asked Ms. Nancy Dolezal, Administrative Assistant, to compose a letter with the help of AI, to see if putting in a septic system would be considered an energy saving situation; for the use of NOPEC grant money. Mr. McCune read some energy efficient reasons why installing a septic system for toilets can be considered energy efficient, and thought they could possibly use the grant money to help pay for the septic system. Mr. Matsko asked if that included the restroom as well, and Mr. McCune Jr. said yes.

Mr. McCune Jr. announced that we no longer have the speaker for Memorial Day ceremonies, one week before Memorial Day, and Mr. Cavanagh were working on securing another speaker.

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 7:47 p.m.

Daniel J. Matsko, Fiscal Officer

Eugene T. McCune, Chairman

Patrick J. Cavanagh, Vice-Chairman

Michael S. Troyan, Trustee

June 2, 2025
Date

BOARD OF TRUSTEES MEETING AGENDA
Monday, May 19, 2025

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

PLEDGE OF ALLEGIANCE

GUESTS:
- Mary Ann Stone / Speed Limit on Lucky Bell Lane
- Kristianna Pinkley, Geauga Public Health

MINUTE APPROVAL:
- Regular Meeting – May 5, 2025

SCHEDULED REPORTS:
- Chief John Phillips, AVFD

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



Sunday, May 25th
Adam Hall Community Center- 9:00am

OLD BUSINESS:

NEW BUSINESS:
- Town Hall Fence / Auburn Fence Quote / $1,276.00
- Award Bid / Reconstruction of Various Roads in Auburn Twp / Ronyak Paving, Inc. $1,098,295.00 (estimated at $1,120,000)

SAVE THE DATE:

05/22/25 - Zoning Commission Meeting / Administration Bldg./ 7:00pm
05/25/25- Memorial Ceremonies / 8:45 Maple Shade; 9:00 Adam Hall; 10:00 Shadyside
06/02/25 - Board of Trustees Meeting / Auburn Administration Bldg. / 7:00pm
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
06/10/25 – BZA Meeting / Administration Bldg. / 7:00pm
16/13/25- Zoning Commission Meeting / Administration Bldg./ 7:00pm
07/03/25 - Auburn/Bainbridge FIREWORKS
07/04/25 - Annual 4th of July Picnic & Parade – kicks off at 11:00am from The Meadows Subdivision (off Auburn Rd). and proceeds to the fire station.

Auburn Township Board of Trustees
Meeting Attendance Sheet

MAY 19 2025

AUBURN TOWNSHIP

Please Sign In

Print Name	Resident	Non-Resident
1. DALE RYAN		
2. Deb Standley	✓	
3. Chris Beaver	✓	
4.		
5.		
6.		
7.		
8.		
9.		
10.		
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12.		
13.		
14.		

FISCAL OFFICER REPORT MAY 19, 2025

Fiscal officer Dan Matsko presented the payment listing for payments processed since MAY 5, 2025.

PAYMENT LISTING

• 11 ELECTRONIC PAYMENTS PROCESSED:	$ 37,818.03
• 22 WARRANTS PROCESSED:	$ 30,227.94
TOTAL:	$ 68,045.97

Dan Matsko 5-19-25

Dan Matsko

Payment Listing

5/6/2025 to 5/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
104-2025	05/06/2025	05/13/2025	CH	OHIO DEFFERRED COMPENSATION	$1,300.00	O
105-2025	05/12/2025	05/13/2025	CH	DELTA DENTAL	$800.50	O
106-2025	05/12/2025	05/13/2025	CH	MIDDLEFIELD BANKING COMPANY	$100.00	O
107-2025	05/13/2025	05/14/2025	CH	ENBRIDGE GAS OHIO	$1,135.95	O
108-2025	05/15/2025	05/19/2025	CH	BESTCO HARTFORD	$3,161.85	O
109-2025	05/15/2025	05/19/2025	CH	PUBLIC EMPLOYEES RETIREMENT SYSTE	$12,169.20	O
110-2025	05/15/2025	05/19/2025	CH	AHOLA CORPORATION	$18,475.11	O
111-2025	05/16/2025	05/19/2025	CH	VISION SERVICE PLAN - (OH)	$238.43	O
112-2025	05/16/2025	05/19/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$84.92	O
113-2025	05/16/2025	05/19/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$145.75	O
114-2025	05/16/2025	05/19/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$206.32	O
8767	05/19/2025	05/15/2025	AW	NATALIE DOLEZAL	$570.00	O
8768	05/19/2025	05/15/2025	AW	CASH	$200.00	O
8769	05/19/2025	05/15/2025	AW	CASH	$200.00	O
8770	05/19/2025	05/15/2025	AW	CASH	$200.00	O
8771	05/19/2025	05/19/2025	RW	JACKIE LALLY	$150.00	O
8772	05/19/2025	05/19/2025	RW	SHARON MATONIS	$300.00	O
8773	05/19/2025	05/19/2025	RW	RENE SECURA	$150.00	O
8774	05/19/2025	05/19/2025	RW	DAVID COOK	$150.00	O
8775	05/19/2025	05/19/2025	AW	Dex Imaging, LLC	$10.00	O
8776	05/19/2025	05/19/2025	AW	J.F.D. LANDSCAPES	$675.74	O
8777	05/19/2025	05/19/2025	AW	THE FLAG STORE, LLC	$902.54	O
8778	05/19/2025	05/19/2025	AW	KINETICO QUALITY WATER SYSTEMS	$48.40	O
8779	05/19/2025	05/19/2025	AW	MELZER'S FUEL SERVICE CO.	$1,136.86	O
8780	05/19/2025	05/19/2025	AW	BRUCE GREIG	$225.00	O
8781	05/19/2025	05/19/2025	AW	MARIN CARLSON	$50.00	O
8782	05/19/2025	05/19/2025	AW	ALEX MORIN	$50.00	O
8783	05/19/2025	05/19/2025	AW	MATTHEW BLOWERS	$781.54	O
8784	05/19/2025	05/19/2025	AW	GEAUGA PUBLIC HEALTH	$170.00	O
8785	05/19/2025	05/19/2025	AW	DiMARCO & Associates	$2,620.75	O
8786	05/19/2025	05/19/2025	AW	BLAZEK PUMP & WELL LLC	$16,220.00	O
8787	05/19/2025	05/19/2025	AW	ILLUMINATING CO.	$3,584.35	O
8788	05/19/2025	05/19/2025	AW	GEAUGA COUNTY ENGINEER	$1,832.76	O
				Total Payments:	$68,045.97	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$68,045.97	

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.

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: May 03, 2025

RE: Auburn Fire YTD Statistics (2025 vs 2024)

	Jan-Apr 2025	Jan-Apr 2024
EMS Calls	205	198
Fire Calls	149	102
Total Calls	**354**	**300**
Mutual Aid Given	93	39
Mutual Aid Received	62	17
Total Transports	138	137
Total Non-Transports	95	76
Total Transfer to other Agency	4	0
Total Patients	**237**	**213**
Percentage of Multiple Calls*	**28.25%**	**22.66%**

*****01/01/2025 to 04/30/2025*****
***see multiple calls report for details**

Month	Double	Triple	Quadruple	Quintuple	Septuplet	Octuple	Monthly
January 2025	9	1					10
February 2025	6						6
March 2025	13	1	1			1	16
April 2025	13						13
May 2025							
June 2025							
July 2025							
August 2025							
September 2025							
October 2025							
November 2025							
December 2025							
TOTAL	41	2	1			1	45

YTD Occurrences: 45

Total # of Calls: 100 calls
Dept. Total YTD: 354 calls

Percentage of Multiple Calls- 28.25%

Report from 01/01/2025 to 04/30/2025

Auburn Fence Corp.
18096 Munn Rd.
Chagrin Falls OH 44023
Phone# 440-543-4850
Email - info@auburnfence.com

QUOTE For New Fence @Town Hall

COPY

Date	Estimate #
5/14/2025	051425

Customer Name

Auburn Township
11010 E. Washington St.
Chagrin Falls, OH 44023

Job Location:

Auburn Town Hall

Customer Phone 440-543-7028

Customer E-mail admin@auburntownship.c...

Description	Amount
Furnish & install 80' of 3 rail heavy grade treated split rail fence.	1,276.00

Note* Due to the volatility of market, pricing will be verified upon customer approval.

Subtotal	$1,276.00
Sales Tax (6.75%)	$0.00

Customer agrees to assume responsibility for boundary lines with regard to location of fence. Clear working area for erection of fence to be provided by customer unless otherwise noted above and charged accordingly. Ground area is assumed to be free of underlying rock, foundations, or any material that would interfere with normal digging and necessitate use of drilling or blasting equipment at an additional charge. Purchaser also agrees that the Auburn Fence will not be held responsible or liable for any damage of any nature to underground obstructions or utilities. All materials are covered by manufacturers waranties. Wood is a natural product, no tree is perfect. Therefore, we cannot be held responsible for natural shrinking, knots, checking or warping.

Acceptance of Proposal - The prices, specifications and conditions are satisfactory and are hereby accepted. Auburn Fence is authorized to do the work as specified. All materials remain the property of Auburn Fence until fully paid for and can be removed for non- payment. Balance will be made upon completion.

Accepted by: Nancy Dolyal

COST MATERIAL AND LABOR $ $1,276.00

Date: 5/20/25 Proposed by: Don Simpson

APPROVED by motion at BOARD of TRUSTEES MEETING ON 5/19/2025.