RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES—REGULAR Meeting

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

Auburn Township Administration Building June 02,2025 Page 1

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 was Trustee Michael S. Troyan. Trustee Patrick J. Cavanagh was absent.

The Pledge of Allegiance was led by Kristianna Pinkley, from Geauga Public Health.

GUESTS:

Kristianna Pinkley, from Geauga Public Health spoke to update the Trustees and audience about septic systems in Auburn Township since speaking at a meeting here last year.

In 2015 the State of Ohio passed a mandate regarding septic systems, implementing new 'Ohio Household Sewage Treatment System Rules'. These rules aimed to modernize standards for septic system construction, maintenance and operation. With this mandate, all health districts were required to develop and implement Operation and Maintenance programs, which require residential homeowners to obtain and renew permits and provide proof of regular maintenance, to a minimum standard.

The Geauga Public Health department held off for nearly 10 years on implementation, to see if the rules would remain, and they now must comply with the state mandate. The state provided no funding for this mandate, so the Geauga Health Department charges an operational fee, to cover the cost of running the program.

Geauga County has approximately 30,000 septic systems, and to date, about 5000 of those systems are entered into their system. Their plan is to add about 5000 new septic systems to their database and have all 30,000 septic systems entered by 2030. They plan to not be in the resident's back yards, but rather to reach compliance administratively, through completed paperwork. After the required service is completed – either a pump report, or a service report, it must be submitted to the Health Department within 60 days.

The Health Department started this process with some residents of Auburn Township in July of 2024, and homeowners have until June of 2025 to comply. There are about 26 initial properties in Auburn Township that still have not complied with the requirements of the Health Department, to either have their systems pumped, or have their systems serviced. If homeowners do not comply, their permit will not be renewed, and a late fee will be added. Then the Health Department would come to do an on-site evaluation, which would cost the homeowner $300.00. That fee is meant to be an incentive for residents to properly maintain their septic systems. Ms. Pinkley stated if residents don't want to see the Health Department, residents should take care of and maintain their septic systems. Most systems will be issued 5-year permits, meaning a resident will have to have their systems serviced or pumped once every 5 years, and have that proof turned into the Health Department. Some residents will be issued a 1-year permit – depending on their system.

Ms. Pinkley noted that the State of Ohio did a study in 2012 and estimated that about 38% of septic systems in Northeast Ohio were in some degree of failure. Geauga County Health Department found this number to be closer to 40%.

Most of Auburn Township residents should see this process fully implemented in 2026 or 2027. The Health Department is working on implementing this process Township by Township. Ms. Pinkley said she will come again before Auburn Township starts to be fully implemented.

Some notes she added:

- The Health Department will never fail a septic system solely based on age.
- Some older systems work better than the newer systems. If an older system works properly and is maintained, the Health Department is good with that.
- New septic systems on average cost about $20,000.
- The focus of the Health Department will be dealing with people who do not maintain their systems, and septic systems that cause bacterial pollution that can make people sick. If residents maintain their systems, they will not be visited by the Health Department.

MINUTE APPROVAL:

Motion by Michael S. Troyan, seconded by Eugene T. McCune Jr, to approve the minutes of the Regular Meeting of the Auburn Township Board of Trustees held on May 19, 2025. VOTE: Troyan, yes; McCune Jr., yes. The motion PASSED.

SCHEDULED REPORTS:

Mr. Frank Kitko, Zoning Inspector, submitted a Zoning report reflecting 19 different applications submitted in the month of May of 2025.

Mr. Kitko noted there was another upcoming BZA meeting on June 10, 2025, with Mr. DiNardo, who is again applying for a conditional permit – this was a continuation from a previous BZA meeting. Both he and his staff have spent a considerable amount of time working on the application for the property adjacent to Route 422 westbound exit ramp and Route 44.

Mr. Michael Fenstermaker, Road Superintendent, gave a report for May 2025:

Cemeteries:
- Cut and chipped brush and limbs; cleaned up the cemeteries
- Built forms, located where the headstones will be placed and poured concrete in forms
- Tilled, seeded and strawed cemetery plots
- Cleaned and reinstalled plaques at cemetery
- Repaired bench at cemetery
- There was a full burial on Saturday, May 24
- Stone Huggers completed the third and final stage of repair and cleaning of headstones.

Adam Hall:
- Met with two roofers at Adam Hall to get quotes on new roof - for budgeting purposes.
    - (1) JMH Exteriors – shingles only $40,426.00
    - (2) Somrack Roofing – shingles $58,350.00
        - Corrugated metal $71,710.00
        - Standing seam $128,000.00

Residential requests:
- Ditching at Taylor May near Alex Way
- Ditching on Stafford, just West of Auburn Road
- Ditching on Stafford, just East of Auburn Road
- Ditching on Stafford, East of 44
- Ditching on Crackel Road, East of Auburn Road
- Ditching on Settlers Trail
- Ditching on Taylor May, West of Kopus Drive
- Ditching on Taylor May, East of Kopus Drive -
  and many more not included in this report

Sheriff calls:
- Removed deer at White Oak and Bartholomew
- Tree down on Bartholomew, west of Auburn Road

Park:
- Built a new door for the book cabinet (Little Free Libraries)
- Check trash on Monday's and Friday's; at least twice per week

Roadside mower:
- Repaired boom mower
- First profile has been completed in the township
- Started second profile

Flags:
- Replaced all military flags at the cemetery
- Installed flags along East Washington Street

Capital improvement projects:
- Cut and chipped brush on Moreland Lane
- Roadside mowed on Moreland
- Started ditching on Moreland

Mr. Tom Jones, Auburn Township resident asked about the 'Jennifer Lane' sign at the end of Lindsay Lane that has been taken down, as well as STOP signs that were removed from Ladue Trails. Mr. Fenstermaker said they will get the 'Jennifer Lane' sign put back up. The STOP signs are ones that ODOT will replace.

TRUSTEE & FISCAL OFFICER REPORTS:

Mr. Michael S. Troyan wanted to thank Trustee Patrick J. Cavanagh for managing the Memorial Day activities. They encountered a few glitches, including having to get a speaker at the last minute, and it all went well. The speaker was excellent. Mr. Troyan also thanked the Road Department for all their work in making Memorial Day a special event. Mr. McCune Jr. also felt the speaker was excellent, as well as the Memorial Day events.

Eugene T. McCune Jr. reported that the people who run the Bainbridge Museum were interested in visiting the Auburn Township Museum. When they went there on Memorial Day, it was already closed. Mr. McCune Jr. stated Kathy McGrath was looking into putting some items together for an Auburn/Bainbridge Museum at one of the schools. Mr. McCune Jr. thought perhaps some items at the Auburn Museum would be able to be viewed more often if they were at the proposed school museum and will talk to Mr. Cavanagh about this.

Mr. McCune Jr. said that he will be speaking at a luncheon at the Tanglewood Club on June 10th, 2025, for the Chagrin Valley Chamber of Commerce's Lunch and Learn Mayor's Round Table. Mr. McCune Jr. will be giving an update of what's going on in Auburn Township.

Mr. McCune Jr. reported that the Western Reserve Land Conservancy did their annual walk through of Auburn Community Park (Cathan Farm). Mr. McCune Jr. did not go, as he was not informed of the date they were coming. Mr. McCune Jr. has gone on the walk the last three years. Mr. Shane Wohlken from the Western Reserve Land Conservancy thought the park looked very nice and was well maintained. He did note 3 ongoing violations of encroachment. He recommended the Township reach out to the encroaching neighbors to request that all encroaching activities stop, and any materials dumped on the Township's Park be removed.

Mr. McCune Jr. said he got notice from the Buckley Group LLC regarding the septic permit for Auburn Community Park. Buckley Group LLC said the installation permit can be paid for and picked up by the installer, when Auburn Township is ready. Mr. McCune Jr. said he gave a copy of the plans to Horizon Excavating to review for bid. After some discussion as to other companies that may want to bid, Mr. McCune Jr. asked Mr. Fenstermaker to contact Buckley Group LLC and have them give the information to Auburn Bainbridge Excavating. Mr. Troyan suggested they also have a third bidder on this project.

Fiscal Office report - Lorraine Sevich, assistant to the Fiscal Officer, presented the payment listing for payments processed since May 19, 2025 - listing 7 electronic payments processed for $50,484.30 and 17 warrants were processed for $399,308.41 totaling $449,792.71. She reported that Mr. Matsko reconciled the bank accounts for May of 2025. The balance in the primary checking account was $920,069.65, and in the Star Ohio account, there was a balance of $2,223,305.18 for a total of $3,143,374.83.

OLD BUSINESS:

No old business.

NEW BUSINESS:

Motion made by Eugene T. McCune Jr. and seconded by Michael S. Troyan to approve the address for parcel number 01-117979 as 18160 Auburn Road, as recommended by the Geauga County Engineer. VOTE: McCune Jr., yes Troyan, yes. The motion PASSED.

Franchise fees received / Charter Communications / $4725.14.

Motion by Michael S. Troyan and seconded by Eugene T. McCune Jr., to deposit $4725.14 into the Land Acquisition Improvement fund. VOTE: Troyan, yes; McCune Jr., yes. The motion passed.

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ADJOURNMENT:

Motion made by Eugene T. McCune Jr. and seconded by Michael S. Troyan to adjourn the meeting. VOTE: McCune Jr., yes; Troyan, yes. The motion PASSED. The meeting was adjourned at 7:59 p.m.

Daniel J. Matsko, Fiscal Officer

Eugene T. McCune Jr., Chairman

Patrick J. Cavanagh, Vice-Chairman

Michael S. Troyan, Trustee

June 16, 2025
Date