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 6 2025 Page 1 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 Michael S. Troyan and Patrick J. Cavanagh.

The Pledge of Allegiance was led by Auburn Township resident and Zoning Commission member Dennis Bergansky.

GUESTS:

Mr. Sawyer Scharver presented an update on his Eagle Scout Project, which was originally presented to the Trustees on September 2, 2025. Mr. Scharver is a Life Scout in Troop 101 of Auburn Township.

Mr. Scharver explained that his new proposal was to plant Ohio October Glory Red Maple trees on the south side of the playground. The trees will grow to be about 50 feet high with a 40-foot canopy and will be planted about 45 to 50 feet away from the playground. He noted that the trees will provide shade in the summer and won't cause liabilities by branching over the playground. Mr. Scharver would also like to plant two flowering trees and presented the Trustees with three different types. Mr. Scharver stated he was at the meeting today to hopefully get signatures for his proposal, so he can move on to the Lake Erie Council and get his project rolling.

Mr. Cavanagh asked Mr. Scharver if he planned to add bat houses and Mr. Scharver concurred – and said he was thinking of making three.

Mr. McCune Jr. explained that he met with Mr. Scharver and his dad, and Shane Wohlken from the Western Reserve Land Conservancy. Mr. Wohlken gave Mr. Scharver examples of bat houses. Mr. McCune Jr. added that Mr. Wohlken was very appreciative of what Mr. Scharver was doing. Mr. Cavanagh said the proposal was very well made.

The Trustees chose the Eastern Redbud for the flowering tree and Mr. McCune signed the proposal. Mr. Scharver added that the trees will be balled and burlapped, planted, mulched and watered. He will keep checking on the trees every so often and will keep watering them and taking care of them. Mr. McCune Jr. told Mr. Scharver he had an excellent proposal, and the Trustees were very proud of him.

MINUTE APPROVAL:

Motion by Michael S. Troyan and seconded by Patrick J. Cavanagh to approve the minutes of the Regular Meeting of the Auburn Township Board of Trustees on September 15, 2025. VOTE: Troyan, yes; Cavanagh yes; McCune Jr., yes. The motion PASSED.

Motion by Patrick J. Cavanagh and seconded by Michael S. Troyan to approve the minutes of the Public Meeting of the Auburn Township Board of Trustees for ZC 2025 – 01, on September 15, 2025. VOTE: Troyan, yes; Cavanagh yes; McCune Jr., yes. The motion PASSED.

Motion by Michael S. Troyan and seconded by Patrick J. Cavanagh to approve the minutes of the Public Meeting of the Auburn Township Board of Trustees for ZC 2025 – 02, on September 15, 2025. VOTE: Troyan, yes; Cavanagh yes; McCune Jr., yes. The motion PASSED.

Motion by Michael S. Troyan and seconded by Patrick J. Cavanagh to approve the minutes of the Public Meeting of the Auburn Township Board of Trustees for ZC 2025 – 03, on September 15, 2025. VOTE: Troyan, yes; Cavanagh yes; McCune Jr., yes. The motion PASSED.

Motion by Patrick J. Cavanagh and seconded by Michael S. Troyan to approve the minutes of the Executive Session Meeting of the Auburn Township Board of Trustees on September 22, 2025, for the purpose of interviewing candidates for a position in the Road Department. VOTE: Troyan, yes; Cavanagh yes; McCune Jr., yes. The motion PASSED.

SCHEDULED REPORTS:

Mr. Frank Kitko, Zoning Inspector, submitted a Zoning report reflecting 15 applications submitted in the month of September 2025.

Mr. Kitko informed the Trustees that he spoke with a representative of the owner of The Patio Bar and Grill, as well as the manager. The manager wanted to meet with the Trustees and Zoning Inspector and Mr. Kitko informed her that they must meet with the owner. Mr. Kitko suggested the manager call the Auburn Township Administrative Assistant and get scheduled on the agenda for a Trustee's meeting.

Mr. Kitko noted that Mr. DiNardo has filed a lawsuit against Auburn Township. Mr. Kitko addressed some specifics about the lawsuit.

Mr. McCune Jr. summarized and said The Trustees are being sued by a company who came to a Trustees meeting and said they were going to build a gas station with a restaurant that turned out to be a truck stop for 18 plus trucks.

Mr. Mike Fenstermaker, Highway Superintendent, gave his monthly report for September 2025.

Resident requests

- Two ditching projects on Lucky Bell
- Ditching on Thorpe Rd., South of Dawson, Crackel Rd, Taylor May; West of Quinn and near Alex Way, corner of Saybrook and Downey Glenn and on Stafford, west of RT 44.

Equipment repairs

- Replaced fuel lines in the handheld auger
- Replaced a seal and rebuilt steering cylinders on the boom mower.
- Replaced the belt on the 8-foot flail mower
- Removed bearing housing from brush mower and delivered it to Case for repair
- Replaced speed sensor and repaired strobe lights on truck 18.
- Delivered flail axe for repair
- All filters and oil replaced on the backhoe
- Diagnosed air leak on truck 15

Picnic

- Set up tables, chairs and games, marked spots for junk sale, moved picnic tables around, cut the field and placed signs around the township to advertise for picnic.

Cemetery

- Funeral September 6th and 19th – ash internment
- Picked up concrete and boards for footers at cemetery.

General

- Picked up a deer on Taylor May, just West of 44
- Started patching holes around the township from Stafford to Wing and all of Wing Road.
- Engineers delivered a speed study on Taylor May – from Route 44 to Munn Road and recommended relocating a speed limit sign, adding a speed limit sign, add " Hill Blocks View" signs and add signs for St. James Place.
- PJ and I attended a meeting at the Engineers to talk about new software that will give the engineers more information on specific road sections.
- Turned 2026 road projects into County Engineers Office.
- Replaced STOP signs at Valley and Stafford.

Mr. Fenstermaker presented an estimate he received from Auburn Asphalt for crack sealing at the service garage and fire department. He stated he received favorable references regarding the company. Auburn Fire Chief John Phillips noted it has been a couple of years since it has been done, and Mr. Fenstermaker felt it needed done now. Mr. Cavanagh noted his quote was considerably lower than anybody else. There was discussion among the Trustees as to the need for this crack sealing.

Motion by Patrick J. Cavanagh and seconded by Michael S. Troyan, to approve the crack sealing work from Auburn Asphalt in the amount of $4850 for the service garage, and $2850 for the crack sealing at the Fire Department. VOTE: Troyan, yes; Cavanagh yes; McCune Jr., yes. The motion PASSED.

Mr. McCune Jr. addressed the mowing of the lawn at Auburn Community Park and showed Mr. Fenstermaker on a map the places where the lawn was being mowed by adjacent property owners. Mr. McCune Jr. emphasized the Township does not care if they want to mow Township property, but 50 years from now, they can say they've been mowing it, and the property is theirs. Mr. Cavanagh stated if the land belongs to the Western Reserve Land Conservancy, they cannot cut that grass. Mr. McCune Jr. said they need to understand - and have to sign a waiver - that they are mowing the grass that belongs to Auburn Township. When the administrative assistant drafts a letter, Mr. Fenstermaker will give the property owners the waiver to sign.

TRUSTEE & FISCAL OFFICER REPORTS:

Michael S. Troyan gave an update on internet and cable service in the Township. He noted that some companies have been installing cable on various roads in the Township. Companies have applied for the rural Ohio grant, for expanding rural internet, and some of that money is coming through. Some companies involved are Windstream and Spectrum. Mr. Troyan noted he has seen a lot of pink flags, and Mr. Fenstermaker said those flags are for utility easements, and thought the flags marked where fiber cable was going to be run.

Mr. Troyan is researching internet service with Hunting Valley and Gates Mills. He noted that at a Gates Mills Council meeting, the mayor mentioned they managed to negotiate the monthly rate from $115 to $84 per resident, but they also had to pay a down payment of $492,000. Mr. Troyan will continue to research this topic.

Patrick J. Cavanagh reported that he went to Adam Hall over the weekend and stated that none of the outside outlets were working. There was a large party using the facility, and they used long extension cords to power everything outside. He used a voltage meter and could not find power anywhere. He discussed the situation with Mr. Fenstermaker. They also found out that all the GFI's they have been plugging the heater units on the roof are all shot. He added they cannot be reset and thought they probably haven't worked since last winter. Mr. Cavanagh said they found a local electrician to fix the problems, and he would be out to look at the problem this week or next. Mr. Cavanagh noted that nothing is marked in the building that designates the outdoor outlets. He thought they would make a dedicated circuit.

Mr. Cavanagh spoke about hiring a candidate for the road department. They had some good candidates, and chose Mr. Thaddeus Wojtasik from Middlefield, OH. Mr. Wojtasik has been running a small road department in Farmington Township, by himself. All of the background checks have been completed. Mr. Wojtasik will give a two-week notice to his current employer. Mr. Cavanagh said he explained to Mr. Wojtasik the 90-day probation period before his benefits would start. There was discussion among the Trustees and Mr. Dan Matsko, the fiscal officer, and Mr. Fenstermaker regarding the start date and benefits.

Motion was made by Patrick J. Cavanagh and seconded by Eugene T. McCune Jr., to hire a new road department employee, Mr. Thaddeus Wojtasik, at the rate of $23.00 per hour. His hire date is October 6, 2025, and his start date will be October 20, 2025. He is eligible to receive the holiday of October 13, 2025. VOTE: Troyan, yes; Cavanagh, yes; McCune Jr., yes. The motion PASSED.

Mr. Cavanagh addressed the issue of road department employee Nathan Munn, who recently received his CDL license. Mr. Cavanagh noted that the Township typically has given a raise of $1.00 per hour after 90 days, and they missed that window with Mr. Munn. Mr. Matsko reported that Mr. Munn's salary is currently at $22.55 per hour, and a $2.00 per hour raise would bring him to $24.55 per hour. Mr. Matsko requested that the pay increase be retroactive to September 27, 2025, as he received his CDL on September 8, 2025, and September 27, 2025, began the current pay period.

Motion made by Patrick J. Cavanagh and seconded by Michael S. Troyan, for a salary increase of $2.00 per hour for road department employee Mr. Nathan Munn, for a new rate of $24.55 per hour, retroactive to September 27, 2025. VOTE: Troyan, yes; Cavanagh, yes; McCune Jr., yes. The motion PASSED.

Fiscal Office report - Mr. Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since September 16, 2025 - listing 15 electronic payments processed for $72,722.25, and 25 warrants processed for $25,952.21, totaling $98,674.46. Mr. Matsko presented the September 2025 bank reconciliation. The savings accounts as of September 30, 2025, reflect a primary checking account balance of $1,212,476.52. The balance in the Star Ohio account is $2,248,362.42. The total of the two accounts is $3,460,838.94.

Mr. Matsko gave an update on the levy refund distribution from the Geauga County Auditor's office, from Pam McMahan – Fiscal Office Manager. As of September 22, 205 - The beginning total was $752,041.72. The current balance is $61,769.98. 41 checks are reported as outstanding, totaling $6,515.58, with another 352 checks reported as undeliverable, totaling $55,144.19. So far, 87.76% of the checks have cleared the bank. Mr. Matsko asked the Fiscal Office Manager to provide a final report when they reach the conclusion of the refund distribution.

Mr. Cavanagh asked what happens next, if there would be any further notification to the residents. Mr. Matsko reported that American Legal said they are at the conclusion of the period to accept requests for reissue and will begin the process of escheating the funds, which means turning the money over to Ohio Unclaimed funds.

Mr. Matsko reported he received a community picnic income/expense report. The picnic cost the Township $5,909.95 this year, which was higher than the previous two years. There was no Chinese auction this year. The only income was from the TrunkFEST applications – 7 people. Last year there were 14 applications and the year before that there were 24 applications.

NEW BUSINESS:

Mr. Troyan discussed the secretary situation for the BZA and the Zoning Commission, noting they hire their own secretaries. Employee Jane Hardy is stepping down from her position of BZA secretary. Mr. Troyan explained there will be a learning curve for the new secretaries coming in. Ms. Hardy may have to work through the end of the year to help train the new employees, sit in meetings, etc.

Mr. Troyan noted that at the set up at the beginning of the year in the organizational meeting, they establish an hourly rate or the meeting per diem. They never had the issue of having someone to do training. Mr. Cavanagh added Ms. Hardy has been with the Township for 25 years, and previously with the City of Aurora. He noted Ms. Hardy has a lot of experience that will take some time to hand over.

Mr. Troyan wanted to approve of the additional time Ms. Hardy will have for the training of a new employee. He didn't feel it would be a significant amount of time, because the new people will be doing their own minutes.

Mr. McCune Jr. said they would pay both people for a transition changeover – for training purposes. Mr. Cavanagh has agreed to pay the outgoing secretary to assist in training through the end of the year.

Mr. Matsko verified that the new secretary will receive the current hourly rate set for the position at the January Organizational Meeting and the Trustees concurred. Mr. Matsko will enter their employment information into the payroll system as he receives it.

Mr. McCune Jr. addressed Resolution 2025-14 – Second Amendment to the Declaration of Restrictive Covenants for Inspection and Maintenance. He noted that when this was done previously, the wrong drawing of the storm water retention basin was sent. The resolution needed to be passed, but only one WHEREAS needed to be read.

"**Whereas**, Owner desires to once again amend the amended "Declaration of Restrictive Covenants for Inspection and Maintenance" to correct the inadvertent attachment of the wrong drawing previously recorded at volume 2186, page 1441 in the Geauga County Records."

Motion to adopt Resolution 2025-14 with the correct attachment made by Patrick J. Cavanagh and seconded by Michael S. Troyan. VOTE: Troyan, yes; Cavanagh, yes; McCune Jr., yes. The motion PASSED.

Mr. McCune addressed the quotes received for the repair of Town Hall from the accident at the Intersection of Auburn Road and Washington Street, causing damage to Auburn Town Hall.
Caves Construction - $19,575 to repair the building back to the original condition.
Caves Construction - $28,100 to add an ADA compliant ramp, ADA cast iron railing and aluminum railing.
GW Construction - $20,300 to make repairs, including a brick and concrete ramp on the west side of the stairs.
Mr. McCune Jr. noted they have worked with G.W. Construction on many occasions in the Township, he thought very successfully.

Motion made by Eugene T. McCune, Jr., and seconded by Michael S. Troyan to accept the proposal from G.W. Construction for $20,300 to make repairs, including an ADA compliant ramp. McCune Jr. noted they have already received $19,575 from the Insurance Company. Mr. Matsko stated the repairs will cost the Township a little under $1000. **VOTE: Troyan, yes; Cavanagh, yes; McCune Jr., yes. The motion PASSED.**

Mr. McCune Jr. went over the next quote to install a new window at the Administration Office building 11010 East Washington Street. A quote was received from G.W. Construction to replace a new window with the amount of $680.00.

Motion made by Michael S. Troyan and seconded by Patrick J. Cavanagh to accept the proposal from G.W. Construction for $680.00 for the material and labor to install a new window at the Administration Building at 11010 East Washington Street. VOTE: Troyan, yes; Cavanagh, yes; McCune Jr., yes. The motion PASSED.

Next, Mr. McCune brought up the Hartford/Benistar Medical Insurance Policy renewal. Mr. Matsko said he sent information packets to the Trustees for the Medicare eligible employees' medical insurance. The plan for employees that are Medicare age eligible is from Benistar/Hartford Insurance. The Express Scripts Group Medicare part D increased 7.79%, and the medical plan for the secondary insurance (for those that have Medicare as the primary Insurance) increased by 20%. Acrisure (the old Burnam and Flower Insurance Group); manages the insurance for Auburn Township. Mr. Matsko received a renewal letter requiring acceptance of the insurance plan to be signed and returned by October 15, 2025. The monthly premium increase from last year to this year is $55.02 - $59.37 per person depending on age. The plan runs from January 1 through December 31, 2026. Mr. Matsko felt the cost remains reasonable. Mr. Matsko explained that the Medical Mutual insurance contract for remaining employees began September 1, 2025, and goes through August of 2026 without a rate increase.

Motion to accept the renewal of the Medical Insurance Policy from Hartford/Benistar from January 1, 2026, to December 31, 2026, made by Michael S. Troyan and seconded by Patrick J. Cavanagh. VOTE: Troyan, yes; Cavanagh, yes; McCune Jr., yes. The motion PASSED.

Mr. McCune Jr. discussed the quotes received for the septic installation at Auburn Community Park, to eventually put a bathroom in. Quotes were received from:
Auburn Bainbridge Excavating Inc.- $38,750
Horizon Excavating - $36,337
Klarich Farms LLC - $26,089

Mr. McCune Jr. reminded everyone that as they look at bids, everyone should remember, it's not the lowest bid, it's the best bid.

Mr. Cavanagh explained that he and his family have done significant business with two of the companies that submitted bids. If there were one of the companies that he would prefer to go with, it would be Auburn-Bainbridge Excavating. They've done a lot of work for us. They were local, have good feedback and added they have done great work for the Township. Mr. Cavanagh said he would abstain from voting on the septic system because of his prior relationship with two of the companies bidding.

Mr. Troyan said that based on the lowest and the best, his experience of what he has heard about Auburn Excavating, noting he had not had any work done by them – and based on the comments by Mr. Cavanagh, he would concur with Mr. McCune Jr.

Motion made by Eugene T. McCune Jr. and seconded by Michael S. Troyan to accept the proposal from Auburn Bainbridge Excavating Inc. at $38,750 to install the septic system at Auburn Community Park. VOTE: Troyan, yes; Cavanagh, abstain; McCune Jr., yes. The motion PASSED.

Discussion ensued among the Trustees about the next work on the septic system. Mr. Cavanagh added that through grant money from NOPEC, the Township has $34,583.50 remaining available for disbursement.

Fiscal Officer Note: $6,599.50 from NOPEC grant money was already disbursed to Hess & Associates Engineering for engineering design services of the Auburn Community Park septic system from the $41,183.00 total available.

Mr. Troyan added confirmation that the septic system falls under the guidelines of the NOPEC grants.

Mr. McCune Jr. felt the Trustees did their homework on this septic system and was going to be done right. If you looked throughout the county, he said, other communities have tried to do this, and they messed it up. He noted the Trustees did some heavy investigation as far as the portable and no flush toilets. He noted that Geauga Park made mistakes with their systems and knew of another community that has had issues with their system.

Mr. McCune read about the upcoming meetings on the agenda.

ADJOURNMENT:

Motion made by Eugene T. McCune Jr. and seconded by Michael S. Troyan to adjourn the meeting. VOTE: Troyan, yes, Cavanagh, yes; McCune Jr., yes. The motion PASSED. The meeting was adjourned at 8:12 p.m.

Daniel J. Matsko, Fiscal Officer

Eugene T. McCune, Chairman

Patrick J. Cavanagh, Trustee

Michael S. Troyan, Trustee

Oct 20, 2025
Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, October 20, 2025

VOTE
Adam Hall Community Center
11455 Washington / 6:30am – 7:30pm

REGULAR MEETING CALL TO ORDER 7:00PM

- Eugene T. McCune Jr., Chairman

PLEDGE OF ALLEGIANCE

GUEST: Charter Communications / Spectrum:

- Sandra R Williams | Director, State Government Affairs | Northeast Ohio
- Emil Symister, Charter Communications
- Kim Kuhnle & Bobbie Maniglia – The Patio Bar & Grill Judgement Entry

MINUTE APPROVAL:

- Regular Meeting – October 6, 2025
- Public Hearing ZC2025-01 – October 6, 2025
- Public Hearing ZC2025-02 – October 6, 2025
- Public Hearing ZC2025-03 – October 6, 2025

SCHEDULED REPORTS:

- Chief John Phillips, AVFD

TRUSTEE & FISCAL OFFICER REPORTS:

- Michael S. Troyan
- Patrick J. Cavanagh
- Dan Matsko, Fiscal Officer

OLD BUSINESS:

- ZC2025-01 Water Management & Sediment Control, ZC2025-02 Outdoor Dining, & ZC2025-03 Storage Containers & Misc.

NEW BUSINESS:

- Accepting letters of interest from residence wishing to serve a 1-year term as an alternate on the Zoning Commission or Board of Zoning Appeals.
- Accepting letters of interest from residence wishing to serve a 3-year term on the Kenston Community Education Board.

SAVE THE DATE:

11/03/25 - Board of Trustees Regular Meeting / Administration Bldg. / 7:00pm
11/04/25 – VOTE / Adam Hall, 11455 Washington Street / 6:30am – 7:30pm
11/04/25 - Board of Zoning Appeals Meeting / Administration Bldg./ 7:00pm
11/11/25 – Veterans Day Observed
11/13/25 - Zoning Commission Meeting / Administration Bldg./ 7:00pm
11/17/25 - Board of Trustees Regular Meeting / Administration Bldg./ 7:00pm

Remember Our VETERANS

Payment Listing

10/7/2025 to 10/20/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
229-2025	10/08/2025	10/08/2025	CH	OHIO DEFFERRED COMPENSATION	$1,300.00	O
230-2025	10/08/2025	10/10/2025	CH	ENBRIDGE GAS OHIO	$430.41	O
231-2025	10/09/2025	10/10/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$111.81	O
232-2025	10/10/2025	10/18/2025	CH	MIDDLEFIELD BANKING COMPANY	$100.00	O
233-2025	10/13/2025	10/18/2025	CH	DELTA DENTAL	$682.12	O
234-2025	10/14/2025	10/18/2025	CH	ILLUMINATING CO.	$4,239.59	O
235-2025	10/15/2025	10/18/2025	CH	PUBLIC EMPLOYEES RETIREMENT SYSTE	$11,274.15	O
236-2025	10/16/2025	10/20/2025	CH	VISION SERVICE PLAN - (OH)	$201.57	O
237-2025	10/16/2025	10/20/2025	CH	MEDICAL MUTUAL OF OHIO	$13,457.39	O
238-2025	10/16/2025	10/20/2025	CH	AHOLA CORPORATION	$15,151.92	O
239-2025	10/17/2025	10/20/2025	CH	BUREAU OF WORKERS COMPENSATION	$782.27	O
8962	10/20/2025	10/20/2025	RW	ANTHONY BRODZINSKI	$300.00	O
8963	10/20/2025	10/20/2025	RW	GEORGE STADTLANDER	$300.00	O
8964	10/20/2025	10/20/2025	AW	MICHAEL S. TROYAN	$1,110.00	O
8965	10/20/2025	10/20/2025	AW	DANIEL MATSKO	$370.00	O
8966	10/20/2025	10/20/2025	AW	MARK STURM	$37.35	O
8967	10/20/2025	10/20/2025	AW	NANCY DOLEZAL	$154.00	O
8968	10/20/2025	10/20/2025	AW	21st Century Media-Ohio	$170.90	O
8969	10/20/2025	10/20/2025	AW	ALL WAYS FLASHER, LLC	$590.00	O
8970	10/20/2025	10/20/2025	AW	MATTHEW BLOWERS	$845.00	O
8971	10/20/2025	10/20/2025	AW	UH OCCUPATIONAL HEALTH	$166.00	O
8972	10/20/2025	10/20/2025	AW	Cuyahoga Asphalt Materials	$294.30	O
8973	10/20/2025	10/20/2025	AW	GEAUGA COUNTY DEPT OF WATER RESO	$151.34	O
8974	10/20/2025	10/20/2025	AW	KINETICO QUALITY WATER SYSTEMS	$48.40	O
8975	10/20/2025	10/20/2025	AW	ASCENDANCE TRUCKS MIDWEST, LLC	$440.87	O
8976	10/20/2025	10/20/2025	AW	McMASTER-CARR SUPPLY CO.	$82.78	O
8977	10/20/2025	10/20/2025	AW	MELZER'S FUEL SERVICE CO.	$1,047.94	O
8978	10/20/2025	10/20/2025	AW	DiMARCO & Associates	$2,620.75	O
8979	10/20/2025	10/20/2025	AW	KARLOVEC MEDIA GROUP	$147.00	O
8980	10/20/2025	10/20/2025	AW	HOME DEPOT	$1,008.40	O
				Total Payments:	$57,616.26	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$57,616.26	

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
Oct 20, 2025

FISCAL OFFICER REPORT OCTOBER 20, 2025

Fiscal Officer Dan Matsko presented the Payment Listing for payments processed since OCTOBER 6, 2025.

PAYMENT LISTING

• 11 ELECTRONIC PAYMENTS PROCESSED:	$ 47,731.23
• 19 WARRANTS PROCESSED:	$ 9,885.03
TOTAL:	$ 57,616.26

Dan Matsko Oct 20, 2025

Dan Matsko

AUBURN TOWNSHIP

Auburn Township Board of Trustees
Meeting Attendance Sheet

OCT 20 2025

AUBURN TOWNSHIP

Please Sign In

	Print Name	Resident	Non-Resident
1.	CARL SCHNEIDER	✓	
2.	Kim Kuhnle	✓	
3.	Denise Kuhnle	✓	
4.	EMIL SYMISTER / SPECTRUM		✓
5.	Deb Standley	✓	
6.	DAVE PITZ & ERIN PITZ	✓	
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

Auburn Bainbridge Excavating, Inc.
P.O. Box 233
Newbury, OH 44065
Phone: 440.543.8371

ab@gotseptics.com

Proposal

DATE	ESTIMATE #
9/11/2025	011721-A

NAME / ADDRESS
Auburn Township Trustees 11010 E. Washington St. Chagrin Falls, Ohio 44023

Project location:

17484 Munn Rd.

Project Description:	TOTAL
-Install 600 GPD Spray system as per design and GCHD regulations -Job completed to rough grade -Permits and Fees included	38,750.00
TOTAL	$38,750.00

All Material is Guaranteed to be as Specified, and the Above Work is to be Performed in Accordance with the Drawings and Specifications Submitted, and in a Workmanlike Manner for the Amount Quoted Above. Payments are to be Made as follows: 50% Upon Starting, and Balance upon County Inspection

.

Balances Over 30 Days Past due are Subject to 2% Finance Charge per Month. After 45 Days Late, a Repossession May Occur at Homeowners Expense. Proposal Subject to Fuel Surcharges Given the Price of Petroleum and Petroleum Products.

THIS PROPOSAL IS GOOD FOR THIRTY (30) DAYS.
THIS PROPOSAL IS SUBJECT TO A 1% FUEL SURCHARGE
THIS CONTRACT SUPERCEDES ANY AGREEMENT BETWEEN BUYER, SELLER and ESCROW COMPANY.

Any Alteration or Deviation from Above specifications Involving Extra Costs will be Executed Upon Written or Verbal Orders, and Will Become an Extra Charge Over and Above the Estimate. All Agreements Contingent Upon Strikes, Accidents or Delays Beyond our Control. Owner to Carry Fire, Tornado and other Necessary Insurance on Above Work.

NOTE: BY SIGNING THIS PROPOSAL YOU ABSOLVE AUBURN BAINBRIDGE EXCAVATING FROM ANY AND ALL DAMAGES THAT MAY OCCUR DUE TO ANY UNFORSEEN AND UNDOCUMENTED UTILITES NOT SHOWN ON PLANS OR DAMAGES TO THE PROPERTY FOR MATERIALS THAT NEED BE BROUGHT IN AND OUT OF THE JOB SITE.

Respectfully Submitted,
Lewis C. Tomsic
Auburn Bainbridge Excavating, Inc.

Buyer's Obligations Guaranteed by (Print) Eugene T McCune

Buyer's Signature _____ Date Oct 6, 2025

RESOLUTION 2025-14

SECOND AMENDMENT TO THE DECLARATION OF RESTRICTIVE COVENANTS FOR INSPECTION & MAINTENANCE

This Second Amendment to the Declaration of Restrictive Covenants for Inspection and Maintenance (hereinafter the "Declaration of Agreement") is made on the **6th** day of **October 2025** by Auburn Township Board of Trustees (hereinafter the "Owner"), for itself and its successors and assigns, for the benefit of Geauga Soil and Water Conservation District (hereinafter the "District").

RECITALS

WHEREAS, Owner owns real property located in Auburn Township, Geauga County, Ohio, the legal description (attached) recorded at volume 1814, page 88 in the Geauga County Records, for such real property being attached hereto as Auburn Community Park, 17484 Munn Road (hereinafter the "Property"); and

WHEREAS, Owner will construct certain improvements on the Property and, in connection therewith, will cause to be constructed on the Property a storm water retention basin; and

WHEREAS, Owner desires to describe herein its agreements with respect to the inspection and maintenance of the said storm water retention basin, and certain other agreements in connection therewith, all of such agreements to be for the benefit of the District; and

WHEREAS, Owner recorded the original "Declaration of Restrictive Covenants for Inspection & Maintenance" at volume 1939, page 497-504 in the Geauga County Records.

WHEREAS, Owner amended "Declaration of Restrictive Covenants for Inspection & Maintenance" by Resolution 2024-12 on June 3, 2024, and recorded the amendment at volume 2186, page 1441 in the Geauga County Records.

WHEREAS, Owner desires to once again amend the amended "Declaration of Restrictive Covenants for Inspection & Maintenance" to correct the inadvertent attachment of the wrong drawing previously recorded at volume 2186, page 1441 in the Geauga County Records.

NOW, therefore, Auburn Township Board of Trustees hereby declares the following agreements and covenants for the Property:

1. DEFINITIONS: As used in this Declaration of Agreements, the following terms shall have the designated meanings:
   (a) Facility: That certain storm water detention basin facility consisting of an approximate ¼ acre pond and all associated appurtenances on the Property.

2. MAINTENANCE:
   a. It is the Owner's responsibility to maintain and make all necessary repairs to the Facility located on the Property to ensure its original designed function including but not limited to the following:

      1) Stormwater Pond Monthly Maintenance
         1. Removal of floating debris
         2. Removal of woody vegetative growth from pond area including embankments
         3. Removal of trash and/or sediment accumulation
         4. Removal of obstructions in orifices and/or outlets
         5. Mowing of pond, banks, and dam

      2) Stormwater Pond Annual Maintenance
         1. Repair erosion to the outfall or spillway
         2. Repair and/or replace any damaged structures (i.e. catch basins, risers, pipes, headwalls)
         3. Debris should be removed from overflow spillway and grates.

3. CHANGES: Owner will not eliminate or make structural changes or modifications to the Facility without prior written approval from the District.

4. ACCESS: Owner hereby grants to the District the right to inspect the Facility. The District shall give the Owner at least ten days prior written notice of its intent to inspect the Facility. Owner hereby grants to the District the right to enter upon the Property for purpose of inspection of the Facility, subject to requirements for notice described above.

5. RECORDING: This Declaration of Agreements shall be recorded in the Geauga County Recorders' Office.

6. BINDING EFFECT: This Declaration of Agreements shall be binding upon and shall inure to the benefit of, the parties hereto and their successors and assigns; provided, however, upon a sale of the Property, the owner of the Property, including without limitation the Owner, shall be released from any and all liabilities and obligations under this Declaration of Agreements which accrue from and after the date of sale. The Owner, and its successors and assigns, shall only be obligated hereunder so long as it or they own fee simple title to the Property. This Declaration of Agreements shall run with the land and shall be binding upon future owner thereof.

7. NOTICE: Any notice permitted or required to be given pursuant to the terms of this Declaration of Agreements shall be deemed properly given if either hand delivered, or mailed by certified U.S. mail, return receipt requested, or sent by overnight courier requiring signature of receipt, to the following addresses:

IF TO THE OWNER:	IF TO DISTRICT:
Auburn Township Board of Trustees 11010 Washington Street Auburn Township, OH 44023	Geauga Soil and Water Conservation District 12611 Ravenwood Drive, Suite 240 Chardon, OH 44024

A party hereto may change its address for the purpose of Notice hereunder by giving written notice to the other party pursuant to requirements of this Section.

IN WITNESS WHEREOF, Auburn Township Board of Trustees has signed this Second Amendment to the Declaration of Agreements on the **6th day of October 2025.**

Auburn Township Board of Trustees

	Vote
Michael S. Troyan	YES
Patrick J. Cavanagh	YES
Eugene T. McCune Jr.	YES

I, Daniel J. Matsko, Fiscal Officer of Auburn Township, Geauga County, Ohio, certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board of Trustees meeting held on
The 6 day of Oct 2025.

Daniel Matsko, Fiscal Officer