RECORD OF PROCEEDINGS

The Regular meeting of the Auburn Township Board of Trustees was called to order at 7:00 p.m. by Vice Chairman Patrick J. Cavanagh. Trustees Michael S. Troyan and Riley Davis were also present.

The Pledge of Allegiance was led by resident Deb Standley.

MINUTE APPROVAL:

Motion by Michael S. Troyan and seconded by Patrick J. Cavanagh to approve the minutes of the Auburn Township Board of Trustees regular meeting held on December 15, 2025. VOTE: Davis, yes; Cavanagh yes; Troyan, yes. The motion PASSED.

Motion by Patrick J. Cavanagh and seconded by Michael S. Troyan to approve the minutes of the Auburn Township Board of Trustees special meeting held on December 29, 2025. VOTE: Davis, yes; Cavanagh yes; Troyan, yes. The motion PASSED.

SCHEDULED REPORTS:

Auburn Township Zoning Inspector Frank Kitko reported that the Zoning Department processed two zoning applications in December 2025 and processed 120 applications for the year 2025. He noted spending approximately 2.5 hours with attorneys in preparation for a pending zoning case. There were no questions for Mr. Kitko from the Board or audience.

Road Superintendent Mike Fenstermaker gave his report for December 2025.

Snow Events

- Snow events for 19 days in the month of December.
- Plowed and salted 38 rounds in the past month.
- The average salt usage for the month was 941 tons.
- In the last 20 years, the most road salt used in the month of December was 652 tons.
- The total salt usage for the year was 1244 tons.
- The average salt usage for December is 320 tons.
- Last month they ordered and received 600 tons of salt.

Truck repairs

- Replaced snowplow hoses on truck 16
- Replaced the cutting edge on the Dodge Ram snowplow
- Replaced plow hoses on truck 18
- Repaired air leak on truck 18
- Repaired oil pan leak on truck 16

Adam Hall

- Plowed parking lot and shoveled and salted sidewalks for 2 events.

Meeting with engineers

- Mr. Cavanagh, Mr. Matsko and Mr. Fenstermaker met with the Geauga County engineers to discuss the future planning of road projects. Mr. Matsko said he appreciated being invited to the meeting; he really learned a lot.

Mr. Fenstermaker, noting the amount of road salt that has been used year to date so far, said they had to slow down on the usage; they have to conserve the road salt. He said they will concentrate on the streets – developments will have some salt, and they won't be perfect. He explained when you order road salt, you can go a little over the amount ordered, but that is all you get – you can't keep buying it.

Mr. Fenstermaker said he would like to have a solid carryover for next year, and he didn't know if that would happen. He felt they were not quite in dire straits, but they were beyond about 55% of the road salt and noted that a lot of this was conditional on how the rest of the winter progressed.

A resident from Ascot Park shared with Mr. Fenstermaker that his development was plowed, but when he hit Washington Street, that was horrible. Mr. Fenstermaker explained that Washington Street was a county road, and Auburn Township does not plow county roads, or roads that are maintained by the state of Ohio. Mr. Cavanagh noted that Auburn Road and Munn Road are not maintained by the Township.

TRUSTEE & FISCAL OFFICER REPORTS:

Mr. Troyan, Mr. Cavanagh and Mr. Davis conceded their time for the Organizational Meeting.

Fiscal Office report - Mr. Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since December 29, 2025 - listing 0 electronic payments and 8 warrants processed for $4438.70, totaling $4438.70.

Mr. Matsko was able to complete the December 31, 2025, bank reconciliation and reported a balance of $208,234.19 in the primary checking account, and $2,028,654.35 in the Star Ohio investment account, for a total of $2,236,88.54.

NEW BUSINESS:

Mr. Cavanagh explained that Auburn Township received a NOPEC Community Grant award in the amount of $1500.00. That money will be designated for various youth clubs, including 4-H. Some of these clubs meet at Township buildings and are based in Auburn Township to some degree.

Mr. Cavanagh reported that another quote was received from GW Construction for an additional $2,000 for necessary permits and inspections for the repair work at Town Hall. Mr. Cavanagh explained that the quote from GW Construction was the lowest, and they remain the only company interested in performing the repair work. The total cost was $23,300, plus this additional $2,000.

Discussion ensued among the Trustees. Mr. Davis noted that the other bidder for the repair at Town Hall was Caves Road Construction - their bid came out lower, and they submitted the entire scope of work for the job. Mr. Davis observed the Township did not receive a scope of work from GW Construction, and he was very uncomfortable spending more money with them.

Mr. Cavanagh added there was minimal damage to the building, nothing structural, it had a little siding damage, and a couple of foundation stones under the southeast corner were moved. He didn't feel it was necessary to rebid the work. It was a repair, which does not require a bidding process at any degree. GW Construction was a local contractor that the Township has worked with before and have always been satisfied with their work.

Mr. Davis continued to voice his opposition to using GW Construction, noting the quote from Caves Construction was $2450 less, and it included a scope of work.

Mr. Matsko also had concerns with GW Construction. In the initial meeting, an ADA ramp was discussed, but the ramp did not appear in their quote. Mr. Matsko called GW Construction about it, and they said it was included in the price. Then, a few days later, they added $3,000 to their bid for the ADA ramp. Mr. Matsko was not comfortable with their bid from a financial standpoint – he wondered what additional charges they might add.

An audience member asked how you could bid on a job without a scope of work. Mr. Cavanagh noted it was not a bid job; it was a repair job. The audience member

thought $2000 from GW Construction was a steep price for permits. Mr. Troyan noted it was for the permits and the drawings.

Mr. Troyan noted that when the administrative assistant spoke with Caves Road Construction, they were not interested in doing this project anymore. Mr. Davis said that was hearsay, and they are interested, they always were. Mr. Davis said the administrative assistant "is the one who took the phone call and allegedly where Caves doesn't want to do it anymore." Mr. Davis said she is managing the project, and he hasn't seen any paperwork from her directly. Mr. Davis noted the quotes keep changing and The Caves Construction quote has never changed, "It's always extremely accurate and revealing", he said.

An audience member addressed the Trustees and said that a handicap ramp, by its very nature, had to have a rail. Depending on the height and length, he said, you also have to have sometimes two rails, one on each side or at least a curb system to keep walkers and wheelchairs from going off the edge. Discussion continued with the Trustees and audience members about ADA specific rails, and whether or not Caves Construction was still interested in doing the job.

Mr. Davis asked if the Trustees could postpone their decision and Mr. Cavanagh thought ground wouldn't be broken anytime soon, and this would just be a bureaucratic setback.

Motion made by Patrick J. Cavanagh to approve GW Construction for $2000 for plans, permits and scheduled inspections for repairs to Town Hall. VOTE: Davis, no; Cavanagh, no; Troyan, no. The motion FAILED. The topic will be tabled until further paperwork is received.

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2026 ORGANIZATIONAL MEETING:

Michael S. Troyan explained the process the Trustees use to select a Chairman and Vice Chairman of the Board of Trustees – they alternate and take turns every year.

CHAIRPERSON

Patrick J. Cavanagh **MOVED,** seconded by Riley Davis, to appoint Michael S, Troyan as Chairman of the 2026 Auburn Township Board of Trustees.
VOTE: Davis yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

VICE-CHAIRPERSON

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, to appoint Riley Davis as Vice-Chairman of the Auburn Township Board of Trustees for the year 2026.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

TRUSTEE MEETING DAY AND TIME

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, that the Auburn Township Board of Trustees 2026 Regular Meetings be held on the 1st and 3rd Monday of every month at 7:00 PM - scheduled as required to accommodate legal holidays.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

MEETING PROTOCOL

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, that anyone who wants to be on the agenda - give any of the Trustees, the Fiscal Officer, or the office administrator a one-week advance notice. Reporters are asked to hold their questions to the end of the meeting.

Discussion: Mr. Davis suggested striking the asking reporters holding their questions to the end of the meeting. Discussion ensued, and the motion was amended.

Michael S. Troyan **MOVED,** seconded by Riley Davis, that anyone who wants to be on the agenda - give any of the Trustees, the Fiscal Officer, or the office administrator a one-week advance notice.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

VIDEOTAPING MEETINGS

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, that videotaping public meetings in Auburn Township is permitted providing the videotaping does not interfere, obstruct, or otherwise disturb the proceedings. Video equipment must be set up in the designated area and done in an unobtrusive manner. No artificial photographic lighting shall be permitted. The equipment used must be operated silently.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

SUNSHINE LAW

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, that in accordance with Senate Bill #74, Sunshine Law, a fee of $52.00 be paid in advance annually, plus a self-addressed stamped envelope be provided by any person requesting advanced notification of meetings. This Resolution does not apply to news media.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

MEDIA OF CHOICE

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, to appoint the township website, www.auburntownship.com, and The Geauga Maple Leaf as Auburn Township's primary *Medias of Choice* and appoint The News Herald as needed.

Discussion: Mr. Davis noted The News Herald is geared toward Lake County and The Chagrin Valley Times was more of a local paper. Mr. Cavanagh explained that it was still a requirement to advertise in a newspaper of general circulation. Mr. Frank Kitko, Zoning Inspector, explained that a Zoning Variance Request or Zoning Conditional Use hearing has to be legally submitted to a newspaper as a legal ad. After discussion, the Trustees agreed to amend the motion.

Michael S. Troyan **MOVED**, seconded by Riley Davis, to appoint the township website, www.auburntownship.com, and The Geauga Maple Leaf as Auburn Township's primary *Medias of Choice* and appoint The News Herald and The Chagrin Valley Times, as needed, to the medias of choice.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING INSPECTOR APPOINTMENT

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, to appoint Frank Kitko as Zoning Inspector.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING INSPECTOR COMPENSATION

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, to compensate the Zoning Inspector at a rate of $2,855.00 per month.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

FIRE PREVENTION OFFICER

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

Patrick J. Cavanagh **MOVED, seconded** by Michael S. Troyan, to reappoint John L. Phillips as Auburn Township Fire ~~Chief~~. Prevention Officer. PJC RMM

Discussion: Mr. Davis reported that he has spent a lot of time talking with residents, fire department personnel, the Fire Chief, and attended a Fire Department Board meeting. He was not comfortable with this appointment. Mr. Davis said three reasons were –

1. Residents did not feel comfortable with the way the recent fire at Cleveland Warehouse was handled. Mr. Davis stated the safety of the residents will always be the number one priority.
2. The Fire Chief is the highest paid position in the Township.
3. Mr. Davis stated he has prior experience in Emergency Services at two different departments in two different states, and he has enough experience to know when something is wrong.

Mr. Davis stated that through a public records request, Auburn Township did not have copies of qualifications, training records, an employment application, a background investigation, a resume, a job posting or interviews, documented hours worked and annual evaluations. Secretary's Note: The Fire Chief has worked for the Auburn Township Fire Department for over 50 years.

Mr. Davis was concerned because the Fire Chief did not retire - after Mr. Davis said there was a video a few years ago where the Fire Chief said he would retire in a couple of years, and he is still here.

Mr. Davis stated the Fire Department Board of Directors wanted to be heavily involved in the decision of a Fire Chief, and Mr. Davis said he wanted an operational fire chief and did not want to reappoint the current Fire Chief.

Mr. Troyan noted that he went through this about 15 years ago. The Fire Department Board of Directors wanted to elect their own Chief, and it became a popularity contest. They couldn't discipline anyone, because they wouldn't get voted in the next time.

Mr. Troyan read the Ohio Revised Code, which stated each Township not having a Fire Department - The Board of Trustees shall appoint a Fire Prevention Officer who shall exercise all the duties of a Fire Chief except those involving the maintenance and operation of fire apparatus.

The salary of the Fire Chief was discussed.

A resident gave his opinion, having previous firefighter experience. He said it was all about structure, safety and making sure taxpayer dollars are being used wisely.

Mr. Vince Valerio, an assistant fire chief for the Auburn Township fire department for 41 years, spoke about all of the work that the Fire Chief does, and felt that there were other issues at hand; Mr. Davis did not want to hear what the Fire Chief had to say. Mr. Valerio stated that the Fire Chief never told him (Mr. Valerio) that he was retiring – that never happened. Mr. Valerio stated most of the staff consider the Auburn Township Fire Department to be a great place to work and spoke about all the improvements that have taken place under the Fire Chief's tenure.

Mr. Davis compared the Auburn Township Fire Department to Burton, who operates with less people and budget. Mr. Valerio noted that the Auburn Fire Department had just under 1100 calls last year – and the calls have increased every year since he started. He stated that their focus is about the community they serve, with the Fire Chief leading the charge.

More discussion took place with the audience and the Trustees.

Mr. Cavanagh pointed out that Burton serves both the Township and Village and a portion of Claridon Township – so the numbers are not as black and white as some people would think. Mr. Troyan noted the Fire Chief is in charge of a $1.5 million budget, along with 34 employees that he has to supervise and be responsible for.

A resident spoke of all of the work the fire department does, and all of the times the Chief answers calls at 2:00 a.m., all of the meetings he attends, building inspections he has been on, etc.

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

Mr. Fenstermaker noted working with the Fire Chief at events at 2:00 a.m., and stated The Fire Chief is out on the road when trees are down – he shared that it is not a 40-hour a week job, that his job is on call 24 hours a day. The Fire Chief helps the Service Department not only for hours, but for days on end with any issues they have. The whole fire department helps out.

A resident pointed out the Fire Department went from the Administration Building to the current Fire Station, a new water system, a heliport, gas tanks – all of which came about with a lot of different people, including the Fire Chief. The resident said this was not the right arena to bash the Fire Chief. Mr. Davis said the Fire Department was fat at the top with a very expensive Fire Chief who was not operational. He said he was comfortable with the due diligence he had done and said he did a lot of work to understand what the Township currently has, and it did not make sense to him.

Mr. Cavanagh said he appreciated all of the work Mr. Davis did, and suggested that in the future, there is an option for him to take up a work session, which would be an executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public official or employee (from Ohio Revised Code.) The work session would only involve the parties involved with the employment of the Fire Chief. Mr. Cavanagh suggested Mr. Davis find comparisons to Auburn Township and do a deep dive into the other communities they serve. He didn't feel the Burton Village Fire Department was a direct comparison to Auburn Township.
VOTE: Davis, no; Cavanagh, yes; Troyan, yes. The motion PASSED.

FIRE PREVENTION OFFICER COMPENSATION

Michael S. Troyan **MOVED,** seconded by. Patrick J. Cavanagh, to compensate the Fire Prevention Officer at an annual rate of $70,922.00 that shall be salary method for the year and paid solely from the Fire Department Fund.
VOTE: Davis, no; Cavanagh, yes; Troyan, yes. The motion PASSED.

FIRE DEPARTMENT MUTUAL AID

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to accept all mutual aid agreements negotiated by the Auburn Volunteer Fire Department Corporation as binding.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

CEMETERY SEXTON

Mr. Cavanagh explained the Cemetery Sexton position is performed by former employee Michael Ludwig, who is no longer an employee but has agreed to continue to serve in that position. The cemetery program currently uses paper and Mylar maps, Excel`spreadsheets and a program that Mr. Ludwig purchased called Crypt Keeper. The Township is looking into Cemetery software from the state of Ohio UAN and newly developed software from ADP in Geauga County. Mr. Cavanagh wanted to keep Mr. Ludwig employed as the Cemetery Sexton on a month-to-month basis, and once all of the documentation is under one umbrella, then it will be a local person that will operate the system.

Mr. Matsko noted another employee from the Service Department was interested in the Cemetery Sexton position, who has worked with Mr. Ludwig, and wondered if he could be appointed as the Sexton and hire Mr. Ludwig as a consultant to get him through the transition. Mr. Cavanagh explained that he talked with both Mr. Ludwig and Mr. Sturm and they both agreed that this was probably the way to go – having Mr. Ludwig continue to be the Sexton, until the Township had a new comprehensive system in place. Mr. Troyan did not have a problem with Mr. Sturm being transitioned to the Cemetery Sexton, but with all of the information being in a flux state – it needed to get into a new system. Mr. Ludwig will continue to be the Cemetery Sexton on a month-to-month basis.

A resident asked the Trustees if they would have to go through this every month and Mr. Cavanagh said yes, until the Township gets a program sorted out with the County. The resident noted it has been six months and he can't get anyone to call him back regarding the cemetery and asked why it was so hard for Mr. Ludwig to turn over records.

Mr. Davis felt it has been a long transition time for Mr. Ludwig and was concerned that he has the Township records on his personal computer.

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to reappoint Michael Ludwig as Cemetery Sexton on a monthly basis for 2026.
VOTE: Davis, no; Cavanagh, yes; Troyan, yes. The motion PASSED.

SEXTON COMPENSATION

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, that the Cemetery Sexton receive $444.00 a month for services rendered as Cemetery Sexton.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

COMPENSATION FOR TRUSTEES

Mr. Cavanagh noted that the compensation salary for Trustees was based on Ohio Revised Code. Mr. Matsko explained that the Trustee salaries are based on the Township budget that is set by Ohio Revised Code, 505.24 & 507.09.

Salaries for Trustees and Fiscal Officer:
Michael S. Troyan - $1344.67 per month.
Patrick J. Cavanagh - $1303.00 per month
Riley Davis - $1344.67 per month
Dan Matsko - $2239.92 per month

Patrick J. Cavanagh, MOVED, seconded by Michael S. Troyan, that the payment method shall be salary method for the year and paid solely from the General Fund.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

KCE BOARD REPRESENTATIVE

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to appoint Ms. Stephanie Gorup to a three (3) year term on the Kenston Community Education Board to begin 1/1/26 and ending on 12/31/28.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

KCE BOARD

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to confirm previously appointed representatives to serve a three (3) year term on the Kenston Community Education (KCE) Board. A recap of the complete board as follows:

Stephanie Gorup	Term expires 12/31/2028
David Parker	Term expires 12/31/2027
Robert Ford	Term expires 12/31/2026

Discussion: Mr. Davis asked about the attendance records for Mr. Parker and Mr. Ford – he was not able to get in touch with the KCE to ask. Mr. Cavanagh said they have a very strong recommendation from the director of the KCE - that they have a very good slate of people serving. Mr. Cavanagh thanked former board member Justin Yates for serving two terms and said they appreciated his service.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING COMMISSION MEMBERS

ZONING COMMISSION

Mr. Cavanagh explained the Zoning Commission has five positions, and the members serve five-year staggered terms, so that only one expires every year. Mr. Jeff Pulsford, who has been a long-time member, and strong contributor, is interested in serving another five-year term.

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to appoint Jeff Pulsford to a five (5) year term on the Zoning Commission beginning 1/1/26 and ending 12/31/30.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING COMMISSION ALTERNATE number 1

Mr. Cavanagh explained there are two alternate spots, two on the Zoning Commission and two on the Zoning Board of Appeals. One position expires every year.

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to appoint Greg Lackey as Zoning Commission **Alternate #1,** a one (1) year term beginning 1/1/26 and ending 12/31/26.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED

ZONING COMMISSION ALTERNATE number 2

Mr. Cavanagh explained that in the absence of a regular member of the Zoning Commission, these two alternates will become full voting members – full participants in the Zoning Commission, in whatever business they are dealing with – whatever is going on at the time. Attendance is expected and they are treated as fully serving members. The only thing they cannot do (unless they are taking the place of an existing full member) is to vote.

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to appoint Angela Daugherty as Zoning Commission **Alternate #2,** a one (1) year term beginning 1/1/26 and ending 12/31/26.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING COMMISSION

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to confirm previously appointed ZONING COMMISSION members and recap the complete board as follows – with terms beginning January 1, 2026:

JEFF PULSFORD	TERM EXPIRES 12/31/30
DENNIS BERGANSKY	TERM EXPIRES 12/31/29
TED VAN HYNING	TERM EXPIRES 12/31/28
CHAD CANFIELD	TERM EXPIRES 12/31/27
SCOTT BROCKMAN	TERM EXPIRES 12/31/26
GREG LACKEY (alternate #1)	TERM EXPIRES 12/31/26
ANGELA DAUGHERTY (alternate #2)	TERM EXPIRES 12/31/26

VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

COMPENSATION FOR ZONING COMMISSION MEMBERS

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, that members of the Zoning Commission receive $60.00 for each meeting attended.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING COMMISSION SECRETARY COMPENSATION

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, that the compensation for the Zoning Commission Secretary (currently Sydney Reed) is to be paid at a rate of $29.56 per hour for clerical and administrative work as well as the 2026 rate for zoning members meetings attended; this is to include either the hours or the meeting rate, but not both.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

BOARD OF ZONING APPEALS MEMBERS

Mr. Cavanagh thanked Mr. David Parker for his years to service to the Township and noted he has done a lot of work for the Township, and not just in the Zoning Department. He was instrumental in getting the Park started and noted the building named the Parker building – which Mr. Parker donated labor and materials and has been a great contributor to the Township over the years.

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to appoint Dr. Michael Varley to the Board of Zoning Appeals to a five (5) year term to begin 1/1/26 and ending on 12/31/30.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Mr. Cavanagh thanked Mr. Doug Hogan, a long-time contributor to the Board of Zoning Appeals. Mr. Hogan moved out of the Township, and his seat is now open. His term was set to expire on 12/31/2027, so there are two years remaining. Mr. Cavanagh wanted to elevate Ben Timmons from the position of alternate number 2, of which he has served several years.

Patrick J. Cavanagh **MOVED,** seconded by Riley Davis, to appoint Mr. Ben Timmons to complete the unexpired term of Doug Hogan, on the Board of Zoning Appeals to begin 1/1/26 and expire 12/31/27.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Board of Zoning Appeals – Alternate Number 1

Michael S. Troyan **MOVED**, seconded by Patrick J. Cavanagh, to appoint Mark Kolanz as a Board of Zoning Appeals Alternate Number 1, for a one-year term beginning 1/1/26 and ending 12/31/26.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Board of Zoning Appeals – Alternate Number 2

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to appoint John Nesi as Board of Zoning Appeals **Alternate #2** for a one (1) year term to begin 1/1/26 and expire 12/31/26.

Discussion: Mr. Davis questioned the intention of the applicants for the Board of Zoning Appeals, wondering if they applied because of an issue they complained about, or if they really want to serve the residents. He recommended three other applicants "without a current bias towards the situation." Mr. Davis said he couldn't figure out how they all came to be together on the same complaint. Mr. Cavanagh said the applicants that were nominated asked questions that he thought were pertinent and indicated some knowledge of zoning. In the past, he said, it's proven this is how they find out that these are single-issue concerns.

A resident questioned Mr. Davis about his statements, and he said there were a total of eight applicants, and two applicants he suggested, he said they were not biased.

Mr. Troyan asked Mr. Davis about the nature of the complaints and Mr. Davis said they complaints were about a resident who wants to build a motorcross track. Mr. Davis said he thought it was strange and wondered if they were here for the residents.

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to appoint John Nesi as Board of Zoning Appeals **Alternate #2** for a one (1) year term to begin 1/1/26 and expire 12/31/26.
VOTE: Davis, no; Cavanagh, yes; Troyan, yes. The motion PASSED.

Board of Zoning Appeals

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to confirm previously appointed BOARD OF ZONING APPEALS members and recap the complete board as follows:

DR. MICHAEL VARLEY	TERM EXPIRES 12/31/30
BRIAN STEWART	TERM EXPIRES 12/31/29
LEWIS TOMSIC	TERM EXPIRES 12/31/28
BEN TIMMONS	TERM EXPIRES 12/31/27
ROBERT FORD	TERM EXPIRES 12/31/26
MARK KOLANZ (alternate #1)	TERM EXPIRES 12/31/26
JOHN NESI (alternate #2)	TERM EXPIRES 12/31/26

VOTE: Davis, no; Cavanagh, yes; Troyan, yes. The motion PASSED.

COMPENSATION FOR BOARD OF ZONING APPEALS MEMBERS

Riley Davis **MOVED,** seconded by Michael S. Troyan, that the members of the Board of Zoning Appeals receive $60.00 for each meeting attended, unless the meeting is solely for the purpose of approving minutes, in which case the fee would not be paid.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

BOARD OF ZONING APPEALS SECRETARY

Riley Davis **MOVED,** seconded Patrick J. Cavanagh, that the compensation for the Board of Zoning Appeals secretary (currently Allison Lesniak), be $29.56 per hour for clerical and administrative work as well as the 2026 rate for Board of Zoning Appeals meetings attended. This is to include either the hours or the meeting rate, but not both.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Mr. Troyan noted that the Zoning Boards hire their own secretaries, and the Trustees set the compensation.

EMPLOYEES, WAGES & BENEFITS

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to appoint Michael Fenstermaker as Township Highway Superintendent.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, to increase Mike Fenstermaker's hourly wage by 2.8% cost of living adjustment to total $35.06 per hour effective with the second pay in January 2026.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to increase Mark Sturm's (Road Foreman) hourly wage by 2.8% cost of living adjustment to total $32.30 per hour effective with the second pay in January 2026.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to increase Nathan Munn's hourly wage by 2.8% cost of living adjustment to total $25.24 per hour effective with the second pay in January 2025.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to increase Thad Wojtasik's hourly wage after probation on 1/4/26, to $25.00 per hour.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to increase Brian Sebor's hourly wage to $21.00 per hour. Mr. Cavanagh noted that Mr. Sebor is a part-time employee who will be retiring from the Sherrif's Department, and noted that he has proven himself, rearranging his schedule to help the Township with snow plowing. Mr. Sebor will be getting his CDL license.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Riley Davis MOVED, seconded by Patrick J. Cavanagh, to increase Nancy Dolezal, Administrative Assistant's annual salary wage by 2.8% to total $65,011.00 per year effective with the second pay in January 2025.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to increase Jane Hardy's (Assistant Zoning Inspector) hourly wage by 2.8% cost of living adjustment to total $29.56 per hour effective with the second pay in January 2025.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

PART-TIME ASSISTANT TO FISCAL OFFICE

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to increase Lorraine Sevich's hourly wage by 2.8% cost of living adjustment to total $29.50 per hour effective with the second pay in January 2025.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Mr. Matsko clarified that the new hourly wages will take effect on Saturday, January 3, 2026, and the elected officials and those that get paid monthly will be effective January 1, 2026.

OVERTIME POLICY

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, that all Service Department overtime for 2025 will be approved by the Trustee Road Liaison and Administrative and Zoning Department overtime will be approved by a Trustee.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

HEALTH INSURANCE OPT OUT

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, that all employees have the option to opt out of health insurance coverage at the time of policy renewal each year and as an incentive will receive a monthly stipend of $500.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

CELL PHONE POLICY

Riley Davis **MOVED,** seconded by Michael S. Troyan, to give a stipend of $50.00 per month to Auburn Township designated employees that are required to have a cell phone.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

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

Mr. Cavanagh explained the reason for the Cell Phone Policy stipend was so everyone can be immediately contacted, and noted the Mr. Fenstermaker brought up the question of this policy for the part-time employee, Brian Sebor, who has been invaluable to the Township. Mr. Cavanagh said they might want to consider adding Mr. Sebor to the Cell Phone recipient list.

Mr. Davis said it was his understanding that changes can be made throughout the year, and this was more of a formality.

EMPLOYEE CELL PHONE RECIPIENTS

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, that the following Auburn Township employees are to have cell phones: Michael Fenstermaker, Mark Sturm, Nathan Munn, Thad Wojtasik, Chief John Phillips, Frank Kitko, Jane Hardy, Nancy Dolezal and Brian Sebor.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

2026 HOLIDAYS

Riley Davis **MOVED,** seconded by Michael S. Troyan, that the following paid holidays be set for the year 2026:

New Year's Day, Thursday, January 1, 2026
*Martin Luther King Day, Monday, January 19, 2026
*President's Day, Monday, February 16, 2026
Memorial Day, Monday, May 25, 2026
Juneteenth, Friday, June 19, 2026
Independence Day, (observed) Friday July 3, 2026
Labor Day, Monday, September 7, 2026
*Columbus Day, Monday, October 12, 2026
Veterans' Day (Observed), Wednesday, November 11, 2026
Thanksgiving Day, Thursday, November 26, 2026
Christmas Holiday, Friday, December 25, 2026

*These are "optional holidays" and may be worked in exchange for taking off the day after Thanksgiving, Christmas Eve and/or New Year's Eve.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING AMENDMENT APPLICATION FEE

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to **TABLE** discussion for the fee for filing a zoning amendment application of $1000.00 plus costs - to include mailings, legal advertising, court reporter and any other miscellaneous costs incurred. Mr. Cavanagh noted that Zoning Filing Fees are something that a lot of residents deal with and rather than give this topic a short shrift, he suggested to discuss this at the first Trustees Meeting in February 2026. Mr. Cavanagh noted that historically, this topic has been addressed at this first annual meeting, but because of the large agenda, the topic will be tabled to allow for further discussion.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING APPEAL HEARING FEE

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to **TABLE** discussion for the Board of Zoning Appeals Public Hearing Fee, which is $555.00 plus costs to include mailings, legal advertising, court reporter and any other miscellaneous costs incurred. If there are multiple requests from the same applicant/same hearing, an additional $180.00 fee per additional request will be assessed.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

TOWN HALL RENTAL FEE

Riley Davis **MOVED,** seconded by Michael S. Troyan, to establish a fee of $100.00 (resident) or $200.00 (non-resident) for a 4-hour rental of the Town Hall with a $20.00 fee for each additional rental hour for residents and non-residents. The Trustees may waive the fee for schools, 4H groups, religious/church functions, homeowners associations, YMCA/YWCA and senior citizens, etc. The fee for 2025 will be waived for the following organizations: KCE, Boy Scouts, Cub Scouts, Girl Scouts and Auburn 4H Clubs. Renters are responsible for clean-up of the hall.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ADAM HALL RENTAL FEE

Riley Davis **MOVED,** seconded by Michael S. Troyan, to establish the rental rate of $85.00 per hour for Auburn residents and $120.00 per hour for out of township residents; plus $175.00 cleaning fee, $300.00 refundable damage deposit and hourly security guard fee set by the Geauga County Sheriffs' Office for events serving alcohol.

Mr. Matsko noted the current fee by the Geauga County Sheriff's Office is $50.00 per hour, and the Township will charge residents whatever the Sheriff's Department charges.

Rental fees may be changed by the board of trustees on a case-by-case basis for school, civic groups, religious/church functions, homeowners associations, senior citizens, etc.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ADAM HALL FUNERAL LUNCHEON / GATHERING RATE

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to establish a maximum 4-hour flat-fee rate of $250.00 for Auburn residents and $350.00 for out of township residents for after funeral luncheons/gatherings held Monday–Friday between 8:00am and 4:00pm. For events serving alcohol, an additional hourly security guard fee, set by the Geauga County Sheriffs' Office will be required.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

COST FOR OPENING GRAVES

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, that the opening of graves for new internments on weekdays up to 2:30 PM will be $345.00 and will be $495.00 after 2:30 PM weekdays and Saturdays. The Cemetery must be vacated by 12:00 noon on Saturday or an additional fee of $145.00 per hour will be assessed. There will be NO burials on Sunday or any Township legal holiday. Internment of ashes or small infants on weekdays up to 2:30 PM will be $250.00 and will be $350.00 after 2:30 PM weekdays and Saturdays or if a vault is used $250.00 on weekdays before 2:30PM and $350.00 after 2:30PM and Saturdays.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

COST OF GRAVES

Riley Davis **MOVED,** seconded by Michael S. Troyan, that the price of a grave for non-residents is $600.00 and $100.00 for an infant. The price of a grave for residents is $250.00 per grave, or $400 per lot (four graves) at Shadyside Cemetery. There are no lots available at Auburn's Maple Shade Cemetery.

Discussion: Mr. Troyan addressed the pricing of the four-grave purchase. After discussion among the Trustees and Fiscal Officer, the correct pricing for the resident price for four graves is $1000.00 – not $400.00.

Riley Davis **MOVED,** seconded by Michael S. Troyan, that the price of a grave for non-residents is $600.00 and $100.00 for an infant. The price of a grave for residents is $250.00 per grave, or $1000 per lot (four graves) at Shadyside Cemetery. There are no lots available at Auburn's Maple Shade Cemetery.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

COST OF FOOTERS

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, that all footers will be charged at the rate of $200.00 for the first two (2) square feet and $50.00 for each additional and/or partial square foot.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ROAD DEPARTMENT LIAISON

Michael S. Troyan **MOVED,** seconded by Riley Davis, that Patrick J. Cavanagh continue as the Road Department Liaison.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

PROPERTIES LIAISON

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, to appoint Riley Davis as Properties Liaison.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

FIRE DEPARTMENT LIAISON

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, that Michael S. Troyan acts as the Fire Department Liaison.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

FIREFIGHTERS DEPENDENTS FUND BOARD REPRESENTATIVES

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, to appoint Patrick J. Cavanagh & Riley Davis as representatives for the Auburn Township Trustees to the Fire Fighters Dependents Fund Board, Legislative Authority, for a one-year term.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

DESIGNATED EMPLOYER REPRESENTATIVE (DER)

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, to continue the appointment of Patrick Cavanagh as Designated Employer Representative (DER).
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

DESIGNATED EMPLOYER REPRESENTATIVE (DER) ALTERNATE

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, to reappoint Nancy Dolezal as Designated Employer Representative Alternate (DER).

Mr. Cavanagh explained this position deals with random drug and alcohol testing, and there are updates, usually every other year. The position must be filled statutorily, and Ms. Dolezal will be the point person.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

PUBLIC RECORDS COMMISSION

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, that the Chairperson of the Board of Trustees and the Fiscal Officer of the township shall form a Township Records Commission and shall meet at least once every 12 months.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

RECORD RETENTION ADMINISTRATOR

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, that the Administrative Assistant, Nancy Dolezal shall fulfill the duties of Records Retention Administrator and is the appointed designee to receive Certified Public Records Training on the elected official's behalf per ORC 109.43(A)(1), ORC 149.43(A)(12) and ORC 149.011(A).
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

TOWNSHIP HIGHWAY SUPERINTENDENT

Michael S. Troyan **MOVED,** seconded by Riley Davis, that the Township Highway Superintendent attend the first meeting of each month and present his monthly report.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING INSPECTOR

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, that the Zoning Inspector attend the first meeting each month and present his monthly report.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

AVFD REPRESENTATIVE

Michael S. Troyan **MOVED,** seconded by Riley Davis, that a representative for the AVFD attend the second meeting each month and present a report.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

CEMETERY SEXTON

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, that the Cemetery Sexton shall submit a quarterly report to the Board of Trustees and attend meetings as requested by the Board.

Discussion: Mr. Davis asked the Trustees if they received the report, and Mr. Cavanagh said they received a report in September of 2025. Mr. Troyan felt there was no reason not to get a monthly report. After discussion, the Trustees agreed to have the Sexton submit a monthly report.

Michael S. Troyan **MOVED,** seconded by Patrick J. Cavanagh, that the Cemetery Sexton shall submit a monthly report to the Board of Trustees and attend meetings as requested by the Board.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

BOARD OF ZONING APPEALS

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, that the Board of Zoning Appeals schedule a minimum of six (6) meetings per year. They may coincide with an appeal meeting or be held in an organizational nature at the Chairperson's discretion.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING COMMISSION

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, that the Zoning Commission holds a minimum of ten (10) meetings per year, with a maximum of twenty-four (24). Additional meetings to be approved by the Board of Trustees. The dates and times are to be set by the Commission Chairperson.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ZONING REPORTS

Patrick J. Cavanagh **MOVED,** seconded Riley Davis, that a report of the attendance of members of both the Zoning Commission and the Board of Zoning Appeals will be presented to the Board of Trustees. The secretary of each Board will provide the report to the Trustees at the end of June for the previous six-month period and at the end of December for the previous six-month period and compensation will then be given to the members.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

TOWNSHIP EXPENSE AUTHORIZATION

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to allow each Trustee to authorize the expenditure of up to $10,000.00 in legitimate township expenses with the Fiscal Officer notified as soon as possible.

Mr. Cavanagh explained that this authorization was almost always related to a truck repair, where the Service Department cannot wait for a repair. The repair would then be discussed at the next Trustee meeting.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

TOWNSHIP MILEAGE REIMBURSEMENTS

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to reimburse mileage at the current IRS Standard Deduction Rate, adjusted January 1st and July 1st every year. The current rate is 72.5 cents per mile.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

CONVENTION EXPENSES

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, that Auburn Township encumber funds for the Ohio Township Association Convention in Columbus and pay all necessary convention expenses.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

SUNDRY ITEM EXPENDITURE

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to allow the purchase of sundry items to benefit employees and others for such things as coffee and supplies, paper products, greeting cards, name plates, etc.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

COPIES – Paper & Digital

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, that copies of township documents requested from and supplied to the general public will be charged at a rate of $0.10 per page.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

Discussion: Mr. Cavanagh explained that per the Ohio Sunshine law, the Township is not allowed to make any money, or charge for labor for copies made – he stated that the Township is not a profit center. Mr. Matsko reported that 95% of the public records

requests are sent digitally. Discussion with the Trustees and audience members about charging for digital copies.

Riley Davis **MOVED**, seconded by Michael S. Troyan, that there will be no charge from Auburn Township for digital copies.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

CREDIT CARD POLICY

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, that no personal items shall be purchased using a township charge card or account. Only authorized personnel shall charge items on township accounts and charged items require a prior authorization on a requisition.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

BANK DEPOSITORIES

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to designate as depositories of public monies the following: Middlefield Bank, and Star Ohio.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

TAX ADVANCE

Riley Davis **MOVED,** seconded by Patrick J. Cavanagh, to request a tax advance at the maximum available from the General Fund, Road & Bridge Fund, and Fire Department Fund from the Geauga County Auditor.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.
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DIRECT DEPOSIT & ELECTRONIC TRANSFERS

Riley Davis **MOVED,** seconded by Michael S. Troyan, to authorize the payment of lawful obligations of the township by direct deposit of funds by electronic transfer in accordance with section 9.37 of the Revised Code.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

REALLOCATION OF APPROPRIATIONS WITHIN A FUND

Riley Davis **MOVED,** seconded by Michael S. Troyan, to authorize the Fiscal Officer to move (reallocate) appropriations from one appropriation program and/or object code within the same fund to another appropriation program and/or object code within the same fund to meet actual expenditure needs during the fiscal year that differ from those anticipated in the original appropriation resolution.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

UNUSED EQUIPMENT:

Riley Davis **MOVED,** seconded by Michael S. Troyan, that equipment deemed no longer useful to the township by motion of the Board of Trustees at a Regular Meeting will be listed for sale on the township website and posted for auction to the highest bidder on govdeals.com.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.
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HEALTH DISTRICT REPRESENTATIVE:

Patrick J. Cavanagh **MOVED,** seconded by Michael S. Troyan, to appoint Michael S. Troyan as Chairman, and Riley Davis as Vice Chairman as representatives for the Auburn Township Trustees for the County Health District for a one-year term.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

COMPLIANCE:

Riley Davis **MOVED,** seconded by Michael S. Troyan, to remain in compliance with electronic meeting requirements.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

ADJOURNMENT:

Motion by Riley Davis, seconded by Michael S. Troyan, to adjourn the meeting.
VOTE: Davis, yes; Cavanagh, yes; Troyan, yes. The motion PASSED.

The meeting was adjourned at 9:39 PM.

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Riley Davis, Vice-Chairman

Patrick J. Cavanagh, Trustee

Date Jan 19, 2026