RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES Regular Meeting

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

Held _____ 20 _____

Auburn Township Administration Building – December 29, 2025 - Page 1

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 present were Trustees Michael S. Troyan and Patrick J. Cavanagh.

The Pledge of Allegiance was led by Geauga County Commissioner Jim Dvorak.

GUESTS and OATH OF OFFICE:

Geauga County Commissioner Jim Dvorak administered the Oath of Office to Michael S. Troyan, officially seating him for a new four-year term as Auburn Township Trustee.

Auburn Township Fiscal Officer Daniel Matsko administered the Oath of Office to Riley Davis, officially seating him for a new four-year term as Auburn Township Trustee.

SCHEDULED REPORTS:

Fiscal Office report - Mr. Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since December 15, 2025 - listing 13 electronic payments processed for $53,921.31 and14 warrants processed for $43,829.64, totaling $97,750.95.

PUBLIC COMMENTS:

There were no public comments.

Mr. McCune Jr. read the upcoming Save the Dates.

Mr. McCune Jr. noted that he appreciated the opportunity to serve Auburn Township for 16 years and wished Mr. Davis nothing but the best.

ADJOURNMENT:

Motion made by Michael S. Troyan and seconded by Eugene T. McCune, Jr., to adjourn the meeting. VOTE: Troyan, yes, Cavanagh, yes, McCune Jr., yes. The motion PASSED. The meeting was adjourned at 7:05 p.m.

Daniel J. Matsko

Daniel J. Matsko, Fiscal Officer

Eugune T. McCune Jr., Chairman

Patrick J. Cavanagh, Vice-Chairman

Michael S. Troyan, Trustee

Jan 5, 2026

Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES
SPECIAL MEETING AGENDA
Monday, December 29, 2025

SPECIAL MEETING CALL TO ORDER 7:00PM

- Eugene T. McCune Jr., Chairman

PLEDGE OF ALLEGIANCE

GUEST: Geauga County Commissioner Jim Dvorak

OATH OF OFFICE:

- Michael S. Troyan administered by Geauga County Commissioner Jim Dvorak
- Riley Davis administered by Fiscal Officer Dan Matsko

SCHEDULED REPORTS:

- Dan Matsko, Fiscal Officer / year end close

PUBLIC COMMENT

SAVE THE DATE:

01/01/26 - Happy New Year / Office Closed
01/05/26 – Organizational Meeting / Board of Trustees / 7:00PM Administration Bldg.
01/08/26 - Organizational Meeting / Zoning Commission / 7:00PM Administration Bldg.
01/13/26 – Organizational Meeting / BZA / 7:00PM Administration Bldg.
01/19/26 - Board of Trustees Regular Meeting / Administration Bldg./ 7:00pm

AUBURN TOWNSHIP

Auburn Township Board of Trustees
Meeting Attendance Sheet

Please Sign In

DEC 29 2025

AUBURN TOWNSHIP

	Print Name	Resident	Non-Resident
1.	Stephen Morris	✓	
2.	[signature]	✓	
3.	MILES DAVIS		✓
4.	Hanna Pogorelec	✓	
5.	GREGG DAVIS	✓	
6.	MARNIE DAVIS	✓	
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

Payment Listing

12/16/2025 to 12/29/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
289-2025	12/16/2025	12/21/2025	CH	VISION SERVICE PLAN - (OH)	$160.68	O
290-2025	12/16/2025	12/21/2025	CH	Dumpster Bandit, LLC.	$261.00	O
291-2025	12/16/2025	12/21/2025	CH	Dumpster Bandit, LLC.	$396.00	O
292-2025	12/16/2025	12/21/2025	CH	OHIO DEFFERRED COMPENSATION	$1,300.00	O
293-2025	12/17/2025	12/21/2025	CH	MEDICAL MUTUAL OF OHIO	$7,109.29	O
294-2025	12/17/2025	12/21/2025	CH	PUBLIC EMPLOYEES RETIREMENT SYSTE	$11,667.66	O
295-2025	12/19/2025	12/21/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$165.15	O
296-2025	12/19/2025	12/21/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$139.36	O
297-2025	12/19/2025	12/21/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$226.28	O
298-2025	12/24/2025	12/26/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$166.52	O
299-2025	12/26/2025	12/26/2025	CH	AHOLA CORPORATION	$31,380.86	O
300-2025	12/29/2025	12/29/2025	CH	VISA	$676.37	O
301-2025	12/29/2025	12/29/2025	CH	WINDSTREAM WESTERN RESERVE INC.	$272.14	O
9069	12/29/2025	12/28/2025	AW	MICHAEL S. TROYAN	$1,110.00	O
9070	12/29/2025	12/28/2025	AW	MELZER'S FUEL SERVICE CO.	$3,591.55	O
9071	12/29/2025	12/28/2025	AW	DOORWORKS & CONSTRUCTION CO. INC.	$3,674.00	O
9072	12/29/2025	12/28/2025	AW	INDUSTRIAL CONNECTIONS	$98.17	O
9073	12/29/2025	12/28/2025	AW	Dex Imaging, LLC	$582.33	O
9074	12/29/2025	12/28/2025	AW	GEAUGA COUNTY MAPLE LEAF	$55.25	O
9075	12/29/2025	12/28/2025	AW	NEWBURY AUTO PARTS,INC.	$21.86	O
9076	12/29/2025	12/28/2025	AW	21st Century Media-Ohio	$135.65	O
9077	12/29/2025	12/28/2025	AW	PENNOHIO CORPORATION	$3,933.60	O
9078	12/29/2025	12/28/2025	AW	TL SERVICE CENTER	$102.42	O
9079	12/29/2025	12/29/2025	RW	LAURA FAUST	$500.00	O
9080	12/29/2025	12/29/2025	AW	NATALIE DOLEZAL	$335.00	O
9081	12/29/2025	12/29/2025	AW	G. KAUFMANS SEPTIC TANK CLEANING SE	$1,000.00	O
9082	12/29/2025	12/29/2025	AW	MORTON SALT	$28,689.81	O
				Total Payments:	$97,750.95	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$97,750.95	

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 Motsko
12/29/2025

FISCAL OFFICER REPORT DECEMBER 29, 2025

Fiscal Officer Dan Matsko presented the Payment Listing for payments processed since DECEMBER 15, 2025.

PAYMENT LISTING

• 13 ELECTRONIC PAYMENTS PROCESSED:	$ 53,921.31
• 14 WARRANTS PROCESSED:	$ 43,829.64
TOTAL:	$ 97,750.95

Dan Matsko
12/29/2025

AUBURN TOWNSHIP

Dan Matsko
Fiscal Officer