RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES Regular Meeting

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

Held _____ 20 _____

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

The Pledge of Allegiance was led by Samantha Salamon, Democratic Candidate for Ohio State Representative – District 35.

GUESTS:

Samantha Salamon, Democratic candidate for Ohio State Representative – District 35 introduced herself to the Trustees and audience members. She is a resident of Northfield Center Township, and received a degree in social work, then went on to law school; practiced law internationally, then moved back to Ohio. She has worked with people from all around the world and currently works as the chief counsel at a nonprofit, with offices in Akron and Cleveland, working with victims of domestic violence, sexual assault and human trafficking. Ms. Salamon is a contracted expert with the Ohio Attorney General, David Yost, and works in collaboration with other statewide agencies and in the area of legislation. She regularly testifies in Columbus and also talks to legislators in developing legislation that is important to their jurisdiction. She would like to see public education changed and felt Ohio property taxes were too high.

Susan Shukaitis, Auburn resident, introduced herself to talk about The Patio Bar & Grill. She has been a resident for 38 years, and it has never really been an issue. But lately, there have been issues. She raised concerns about The Patio Bar & Grill's non-compliance with a judgment entry, citing unauthorized structural modifications to a designated smoking patio, noise violations exceeding 95 decibels from live music at 11:00 p.m., the six-foot fence taken down, and questions about safety and occupancy limits. Ms. Shukaitis wanted to know why the demolition of the fence was allowed, noting the construction crew demolished the fence on a holiday, and the person that ran the bar didn't know they were not allowed to remove the fence. Ms. Shukaitis wondered who paid for that work to be done, and who contracted the demolition crew. She questioned how you could be a business owner and not know the construction was going on.

Mrs. Shukaitis played for the Trustees the loud music she recorded, 230 feet from her deck, which included the F. You song. She thought that as a resident, this was absolutely uncalled for. When they play music outside, she can't do anything outside in her back yard on a Friday or Saturday night.

Mr. Troyan said when the Trustees met with the new owner of the business, they discussed the Judgement Entry. The owner said she was not aware of the Judgement Entry, and Mr. Troyan said, now she is. The Trustees advised the owner not to play that music anymore.

Mrs. Shukaitis raised the issue of The Patio Bar & Grill comparing themselves to other establishments in Auburn Township and noted that the other bars were in a commercial area, not residential. Mr. Troyan said this was a special case, one that was grandfathered into a residential area.

Mrs. Shukaitis said she listened to the video of the Jones' recorded Trustees meeting of October 10, 2025, and someone made reference to the fire occupancy number, and said it didn't matter because being on the Patio did not count for the number of people. Mrs. Shukaitis asked for the actual number of people that were allowed on the Patio. Mr. Troyan asked Fire Prevention Officer Phillips if he had the occupancy number for the Patio. Mr. Phillips said he would look that information up, and if he didn't have it, the Building Department would have it. Mr. Troyan asked Mr. Phillips to get that information to him at his leisure, because this issue will be coming up.

The issue of employee safety was also brought up by Mrs. Shukaitis, and being a resident for 38 years, she said there has never been an issue of a female worker's safety when leaving the bar; she would hear if there was yelling. Mrs. Shukaitis said she wanted to see the situation go back to the way it was, after the judgement entry, and the owners not be allowed to keep the current situation just because they already did it.

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Mr. Scott Bayus, Auburn Township resident who lives in close proximity of The Patio Bar & Grill addressed the Trustees and said they were all aware of this situation based on previous conversations, and concerns they expressed at prior Trustee meetings, with the exception of Mr. Davis.

Mr. Bayus said he did not view this as an adversarial situation – he said: "Auburn has to Auburn, and it is your responsibility as Trustees to take responsibility and also defend. You are elected to observe Number 1 – The agreement that was agreed upon, as well as enforce that agreement, not to change it because we consistently have moving goalposts to make exceptions for a business to exist." Mr. Bayus understood they were grandfathered in, but it didn't mean the Township had to ensure that their business succeeded and basically succumb to their desires. Mr. Bayus felt if The Patio Bar & Grill wanted their business to succeed, they should be in a place that would allow them to change, thrive and do whatever was necessary, not at the expense of the surrounding residents. Mr. Bayus believed their being grandfathered in was a real special situation, because they were essentially adherent to no rules, because they were not in a commercial or business situation – and believed they should be held to a higher standard because they were in a residential neighborhood.

Mr. Bayus wanted the Trustees to protect their residential neighborhood, and observed they were given an exception to the rules about 12 years ago with the patio. Because they were in residential area, he didn't think the Township should change the rules or make new rules or allow them to do whatever they want. He thought it was very unusual that The Patio Bar & Grill would do work on Memorial Day – to take down the fence. He shared his experience of his son attending a baby shower at The Patio Bar & Grill. The owner found out he was Mr. Bayus's son, and she apologized to him and said she realized they were not good neighbors. Mr. Bayus was hopeful after that; they could develop a rapport. All he wanted was for The Patio Bar & Grill to think about what it was to be a good neighbor. Mr. Bayus's neighbor asked the owner of the Patio Bar & Grill to call Mr. Bayus, and she never did. Mr. Bayus stressed he did not want to have an adversarial conversation, just a conversation about the judgement entry. Because the owner would not talk to Mr. Bayus, that is why he and his neighbors had to come before the Trustees. Mr. Bayus shared how he has read the zoning laws over and over, and if the rules were actually enforced on that particular business, it would be a really nice and safe place.

Mr. Troyan explained that normal zoning issues were being addressed, and the Patio Bar & Grill was cited for a violation. Mr. Bayus wanted to know if he and his neighbors would be contacted in the future about discussions in a public forum regarding The Patio Bar & Grill. Mr. Troyan said they will keep them informed of anything that is coming up in the future, and it will appear on the agenda.

Mr. Bayus also asked the Trustees to look into and make sure The Patio Bar & Grill was following the state liquor laws. Mr. Troyan said that was part of the original judgement entry – they had to be in compliance with all state liquor laws. Mr. Troyan said it was an issue, because originally the exit was going to be used as an emergency exit only, and that had to do with whatever the liquor laws were at the time.

Another issue Mr. Troyan brought up was the rear door – if they can't use that to get to the parking lot, the only way they can get to and from the parking lot was from the front of the building. Then a health and safety issue comes in, because that would go through the septic system or down the middle of Wing Road. Mr. Troyan said they would have to take a strong, hard look at that before they start sending people down that road.

Mr. Cavanagh added that about 6 inches of Wing Road is in The Patio Bar & Grill. He explained that the Township had a survey done to delineate the right of way, and thought the Township owned a cinder block or half on the south end of the building. The Trustees always suspected the line was close, but not that close. Discussion ensued among the neighbors and Trustees about the doors on the Patio Bar & Grill.

Mr. Cavanagh said they have been notified that they are in violation, which indicates the Prosecutor's office intends to pursue this. He was almost certain before there's any settlement, there's a required public hearing.

Mr. Troyan asked Mr. Davis if he had any comment. Mr. Davis asked what they were cited for, and Mr. Troyan explained they were cited because they took down a six-foot fence, and replaced it with a three-foot fence, which was in violation. Part of the Judgement Entry required them to have a six-foot fence all the way around. Mr. Bayus

added and no live music as well. Mr. Troyan said the fence came back to the property owner and the music came back to the business owner, and right now they were addressing the property owner first, from a zoning standpoint. Mrs. Shukaitis thanked the Trustees for letting them speak.

MINUTE APPROVAL:

Mr. Cavanagh noted the minutes were long, but they looked accurate to him. **Motion by Patrick J. Cavanagh and seconded by Riley Davis, to approve the minutes of the Regular Meeting of the Auburn Township Board of Trustees held on February 2, 2026.**

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

SCHEDULED REPORTS:

Auburn Fire Department Fire Prevention Officer John Phillips presented the monthly report for the Auburn Fire Department, a Year-to-Date Statistics Report. Included in the report were 85 total (EMS - 46 & Fire - 39) calls for January 2026, compared to 94 calls in January of 2025. The percentage of multiple calls was 25.88% for January 2026, compared to 22.34% in January 2025.

Mr. Phillips reported a structure fire on February 12, 2026.

The annual pancake breakfast will be held on Sunday, February 22, 2026, from 8:00 a.m. to 12:00 p.m., and is being hosted by Boy Scout Troop 101.

TRUSTEE & FISCAL OFFICER REPORTS:

Mr. Cavanagh reported attending various meetings with the County Engineer's Office and they made some edits to this year's package of road resurfacings. The included roads were: Derbyshire Lane, Colchester Lane, Lancaster Drive, White Oak Drive, Chickashay Lane, Auburndale Drive, Eastwood Drive, Saybrook Lane, Downy Glen Trail and Normandy Lane. The final estimate for these roads are $1,275,000. Mr. Cavanagh said they are confident that when these roads go to bid, they're going to come in under estimate. Mr. Matsko, Auburn Township Fiscal Officer noted they actually came out of $1,225.000 because they took out the guardrail cost ($25,000) and overlay drives ($25,000). The County Engineer was notified Friday afternoon that they are ready for resolutions, and to put that out to bid.

After a trip to Middlefield Bank and speaking to the Branch Manager, Brian Cain, Mr. Cavanagh reported that the Trustees will have to redo their signature cards again, with the addition of Riley Davis to the Board of Trustees.

Motion by Patrick J. Cavanagh and seconded by Riley Davis, to adjust the bank signature cards to reflect Riley Davis as a new Trustee with the Auburn Township Board of Trustees.

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

An audience member addressed the Trustees and asked if they had contacted the Prosecutor's Office about the Cemetery Sexton. Mr. Cavanagh said it wasn't him. The audience member said according to the articles he read in the Chagrin Valley Times; it was Mr. Cavanagh. Mr. Cavanagh said he had no intention of contacting the Prosecutor about the Cemetery Sexton, and the information that Mr. Davis has been requesting is all there.

Mr. Davis said the question was if the Township had to pay back the Cemetery Sexton for his program. The audience member said there were discrepancies with the money. Mr. Matsko explained there weren't any discrepancies with the money; there was a concern over the handling and the submittal of the monies in a timely fashion. The audience member asked if that was all resolved and Mr. Matsko replied almost 100%.

Mr. Davis said the data was in his mailbox on February 16, 2026. He received a flash drive with one Excel file which wasn't totally organized, but he thought it was a good grouping of information from both cemeteries up to around the 2010-time frame.

Mr. Davis explained that he was able to log into Crypt Keeper, for about 5 minutes today – it was the computer program the Cemetery Sexton used. He thought it was a view only program. There were no entries for the old cemetery, which he thought was because it was already maxed out when the current Cemetery Sexton took over. Mr. Davis said he was happy to report the mapping looked good. He thought there would be discrepancies. Mr. Troyan questioned if the Trustees should purchase the Crypt Keeper program now, or if they were planning to go with ADP, just to give ADP what they have, as they would transfer everything anyway. Mr. Davis thought the cost of Crypt Keeper was $200 for one-time use for a desktop program but didn't know what additional tools got unlocked with that. He found logging in online was a view only and didn't think any modifications could be made.

Mr. Davis said he will work on the program just to make sure the data is accurate; he didn't want to hand over bad information. He felt there should be some checks, comparing the data in Crypt Keeper to the deed book, and wanted to verify the information will be good to hand over to the county when the time comes. He did not suspect there would be a lot of entries up to that point, which would be anywhere from April to June of 2026.

Mr. Troyan asked his fellow Trustees if they wanted to go with the ADP Cemetery Program. He couldn't see any reason not to, as several people visited ADP to see the software and were on board with it. Mr. Cavanagh was in favor, and he asked Mr. Davis if he had a chance to view the cemetery software from ADP. Mr. Davis said he did, and Mr. Cavanagh asked him what his thoughts were. Mr. Davis did not answer. Mr. Cavanagh thought it was a good program when he saw it and the price was right. Mr. Cavanagh said he would make a motion to approve the ADP Cemetery software and noted he made a motion at the last Trustee meeting, but it was never voted on. He assumed the motion died at the end of the meeting, since the meeting was adjourned.

Motion by Patrick J. Cavanagh, seconded by Michael S. Troyan, to approve the implementation of Cemetery software through a joint project with ADP and the Auditor's Office, to transfer data to one database from Auburn Township, and begin at the earliest convenience for everyone involved.

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

Mr. Troyan explained one of the actions Mr. Cavanagh had was a decision on the 988 signs for Auburn Community Park. (988 is a national hotline, all throughout the country, and it is a lifeline that focuses solely on whether somebody is having thoughts of suicide and is called Ohio Lifeline. People are encouraged to call 988 if a person needs someone to talk to, or needing a resource, or being linked to services. As 911 is used to call for help for medical emergencies, 988 is used if someone was experiencing suicidal thoughts.) Mr. Cavanagh and Mr. Fenstermaker discussed the 988 signs and decided to go with purchasing three or four signs. The locations they were thinking of was one of the bollards as you drive into Auburn Community Park. Maybe another one near the kiosk and one on the corner before you go into the trail in the woods. Before they put any signs up, they will have to check with the Western Reserve Land Conservancy. So, until the Township is granted permission from the WRLC, he thought about two signs. Mr. Cavanagh wanted to purchase 4 signs and put up at least two, hopefully a third sign. Mr. Troyan asked if there would be any ramifications on putting signs up on either the building or the pavilion. Mr. Cavanagh didn't think so but wanted to have locations first before they purchased the signs. Mr. Troyan stated they are thinking of purchasing three or four signs and still considering the Parker Building and maybe another location and suggested six of the larger signs at $12.00 each. Mr. Troyan and Mr. Cavanagh did not have a preference as to the color choice. Mr. Troyan asked Mr. Davis what color he would prefer, and Mr. Davis said green.

Motion made by Michael S. Troyan, seconded by Riley Davis, to purchase six of the green 988 signs at $12.00 each.

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

Mr. Davis described a form that needed to be filled out for the state; information about the Auburn Township cemeteries, with the only change being made was his name added as the Trustee.

Motion made by Riley Davis, seconded by Patrick J. Cavanagh, to have the administrative assistant fill out the cemetery form(s) for the state of Ohio in the first quarter of 2026.

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

Mr. Davis wanted to talk about questions for the Prosecutor, and he thought the Trustees had to agree on it. Mr. Troyan explained to the audience that if a Trustee had any questions for the Prosecutor's Office, the questions must come from the Board of Trustees and are then sent to the Prosecutor. They do not have to do it in the form of a motion, and since they were questions for the Prosecutor, the Trustees don't necessarily have to bring them up in a Trustee meeting. Mr. Troyan said he had no problem bringing up the questions if Mr. Davis was so inclined. Mr. Davis read the questions for the Prosecutor's office from the Trustees:

1. *The Auburn Fire Department has their board meeting on the second Tuesday of every month. This meeting includes their Fire Department board, the Auburn Township Fire Prevention Officer, and the Auburn Township Trustee that is the fire department liaison. A second trustee (referring to Mr. Davis) has also been attending these meetings on his own accord. We are requesting an opinion on the appropriateness of two township trustees attending this meeting. Are the meetings of the Auburn Fire Department open to the public?*

Discussion: Mr. Davis explained the first meeting he went to, he was alone, and he didn't know if the liaison would be there or not. And the second meeting, Mr. Troyan was there. Mr. Davis said the reason he enjoyed going to them was he learned a lot, and stated they never got, as a community, a report on the fire department from Mr. Troyan. Mr. Davis really wanted to learn everything he could about all of the big money items, and big public safety items - the fire department being the biggest of both categories. Mr. Davis said he enjoyed going to those meetings and has learned a lot from being there.

Mr. Troyan said the question was brought up, and said it was not even a matter of legality because two Trustees can be together, as long as they were not making any decisions. He pointed out, if you go to a Trustees convention, you go to a hotel and there could be thousands of Trustees together, so obviously they can be together. He wanted clarification, because depending on the nature of the meeting, he wondered how it would look to the public. If they see two Trustees, it was just a matter of perspective, not legality. He wanted clarification, and if they said yes, that was fine – here are the guidelines, etc. Mr. Troyan didn't want to be the one to make the decision and added the Fire Department Board was a little uncomfortable because they are used to seeing one Trustee at a time.

Mr. Davis addressed the audience and asked, "He said the residents being uncomfortable. Do the residents have any opinions if a second Trustee went to a meeting to learn? My point was I didn't learn anything from when I started coming to these meetings from the middle of last summer to current." Mr. Davis said he took it upon himself to gather up all the info he could. Because, he said, the Trustees need to make really good decisions in policy and if he wasn't getting information, he didn't know how he was supposed to make good decisions. He welcomed any comment if the public didn't want him to go to a meeting.

An audience member said he thought the more the merrier. He asked why the meetings of the Fire Department were not listed on the agenda under 'Save The Date' on the agenda for the Trustee Meeting and asked if their meetings were open to the public. Both Mr. Troyan, and Mr. Keith Blaser, Secretary of the Auburn Fire Department, (audience member) said no – their meetings were not open to the public. Mr. Troyan explained the Auburn Fire Department was a private entity, not a government entity. The audience member asked if they were funded by the Township, and Mr. Troyan explained they are hired by the Township; they are an independent organization that are paid for their service.

Mr. Davis asked if their meetings were open to the public, and Mr. Blaser said no, and explained the meetings were open to their membership and invited guests. He didn't think they ever had a resident just come in and say they wanted to sit in on a meeting. Mr. Blaser noted if someone wanted to do that, they would address their business and then hold their meeting after they left.

Mr. Davis asked Mr. Blaser if that was in their bylaws or if it was in their contract with the Township. Mr. Davis thought that should be a question for the Prosecutor, to clarify if the Auburn Fire Department meetings were open to the public. Mr. Troyan felt the bylaws were internal to the Fire Department and had nothing to do with the Prosecutor. Mr. Davis asked if the Auburn Fire Department bylaws were private. Mr. Troyan asked Mr. Blaser if they were internal policy for their organization. Mr. Blaser said they had governing documents for their corporation. Mr. Davis asked if their by-laws said the meetings were open to the public and Mr. Blaser said it didn't clarify. Mr. Troyan said it did specify that it was open to Board members. Mr. Blaser said he would have to go back and reread the section as he didn't have it in front of him – he didn't want to make a comment that was not correct. Mr. Blaser wondered if it was the same as whatever governing body an asphalt company was – would a private citizen be allowed to sit in on their executive meeting for a private company.

Mr. Davis asked if residents could request documents in a public record request without limit, for the Fire Department. Mr. Blaser said that was a good question and thought it would have to be answered by any public records policy. Mr. Blaser stated they don't hold public records…the Fire Prevention Officer. Mr. Troyan stated if the Trustees had specific questions about the bylaws, Mr. Blaser could check them. Mr. Blaser asked that if the Trustees have specific questions, that they be presented by the Trustee liaison to the Fire Department corporation president, and they would do their best to get answers for the Trustees.

Mr. Davis clarified that as of now, the meetings are not open to the public. Mr. Blaser said yes, that was his opinion.

Resident Deb Standley told Mr. Davis he could not go to a membership meeting of the Eagles, Elks, Moose, etc., if you were not a member; guests do not go. Mr. Davis argued that the Fire Department spends 1.6 million dollars of taxpayer money, and thought that was a big difference. Mrs. Standley asked Mr. Davis if that meant he would go to the board meetings of constructions companies that the Township will pay 1.2 million dollars to pave the roads and find out every minute detail. Mr. Davis said that was not a bad idea, as they have a ton of complaints about 'the Bermuda Triangle down there', and said the Engineer was just elected in 2024. Mrs. Standley pointed out that was not a Township problem, it was the County. Mr. Cavanagh concurred. Mr. Davis agreed with Mrs. Standley that he would want to attend those meetings if he could.

Mr. Davis pointed out the 1.6-million-dollar budget for the Fire Department, and said there was a possible need for more money or running in the red and said that things might or will change very soon for the residents. He felt gathering all the information and understanding was a good thing.

Mr. Davis addressed Mr. Troyan and said he hasn't heard a report from him forever, and Mr. Troyan said he never will. Mr. Troyan explained that he was the liaison and if there is anything the Fire Department wants to discuss or has a question, he brings it to the Board of Trustees. If the Trustees have any questions they would like to address, he will take them to the Fire Department. Mr. Troyan suggested Mr. Davis bring to him, as Fire Department liaison, any questions he has about the Fire Department, and he would give him any information he needs.

More discussion ensued with an audience member and Mr. Blaser. The audience member felt the Fire Department worked for the Township, and that was their only job, and they could easily be fired. Mr. Troyan noted as part of the contract the Fire Department has with the Township, the Trustees could fire them, and the Fire Department could also quit with 30 days' notice.

Mr. Troyan explained everyone thought that the Auburn Fire Department are employees of the Township, but they are not. A Township could have a fire department where you hire all the employees, and give them benefits, and then all of a sudden your taxes triple. Mr. Troyan stated as long as he has some say in it, the Trustees will never take over the Fire Department – they will remain a separate entity. The system has worked for them for years, and he saw no reason to change it. He added all of the financial information is given to the Fiscal Office – they know where all the finances go. The fiscal office could give a breakdown of all the expenses for the year. Mr. Troyan said if anyone wants to know every nickel that goes out of that Fire Department, even though they are a private entity, the information is there, all someone has to do is ask.

An audience member wanted to know if the minutes from the Fire Department meetings were open to the public and Mr. Blaser said no.

Resident and Auburn Fire Department member Mike Cardaman stated that the Fire Department looked into this and it was determined that any of their meetings were open to the public because they have a State ID number, which binds them to operating under the ORC, and because they were funded by public money. He remembered when they looked into residents who wanted to come to meetings, and they said no. Then the Prosecutor's office said they absolutely could go to public meetings, because they were funded with public money. Mr. Cardaman said he was not 100% sure on this – that is what he remembered from 25 to 30 years ago.

Mr. Davis cited a recent case from 2023 regarding the Munson Fire Department, case number 2023-00503PQ, where the Geauga County Prosecutor's office went after the Munson Fire Department.. Mr. Blaser said he was knowledgeable about it but did not know the details. (Secretary's note – summary of this case - The Ohio Court of Claims found that the Munson Fire Department, despite being a private non-profit, operates as the "functional equivalent" of a public office, requiring it to comply with the Ohio Public Records Act. Special Master Todd Marti recommended the department produce unredacted records to the Geauga County Prosecutor's Office and pay associated costs, citing its role in providing essential governmental fire and EMS services funded by taxpayer dollars.) Mr. Davis said the fire department was determined to be public based on a lot of things; tax dollars being part of it.

Mr. Davis asked his fellow Trustees if they wanted to ask the Prosecutor if the meetings of the Auburn Fire Department are open to the public and reference the above case number. After some discussion among the Trustees, they decided to add a second part to their first question: If the meetings of the Auburn Fire Department were open to the public.

2. *When a correspondence is received by the Auburn Township Board of Trustees from the prosecutor's office, marked attorney-client privilege or confidential, can this information be shared by the trustees at a public meeting?*

Discussion: Mr. Troyan told Mr. Davis the last time he tried to read something from the attorney, Mr. Davis said - you can't say it; it's attorney-client privilege; it was stated on the email. Right, Mr. Troyan said, it is attorney-client privilege, but it's attorney-client privilege between the attorney and the recipient. Once the recipient gets that information, they can do whatever they want with it. What that does though, is it breaks the attorney-client privilege. Then, if there was another side who someday could actually get that information from the prosecutor because now you've broken the attorney-client privilege. Every question they send to the prosecutor's office, same thing with that information. Mr. Troyan shared they received answers for the Zoning Inspector on zoning fees, with attorney-client privilege. So that would mean they will never know the answer to that question because we can't bring it up in a meeting because it's attorney-client privilege, and that's not true. Mr. Troyan said he wanted clarification on that so when the Trustees get information, it is attorney-client privilege, but they can share it because the Trustees are the recipient of that information. Mr. Troyan noted that with the questions they are going to ask the Prosecutor, when they are answered, they would not be able to share the answers to those questions with the residents, because it's attorney-client privilege. So, there would be no sense in asking these questions, if they can't answer them in a public meeting.

Mr. Davis told Mr. Troyan, You already know the answer. Mr. Cavanagh told Mr. Davis that Mr. Troyan was a lawyer. Mr. Troyan thought Mr. Davis seemed to be pretty confident in his answer, and he wasn't going to argue if he was right. He just wanted the prosecutor to say, yes, it's right. That way they never have to address it again, as this was not the first time this has come up. This way it will be in writing, they can open up and talk about responses, and they will have it in writing from the prosecutor, yes you can, or no you can't. And if she says no you can't, the Trustees won't be able to tell the residents about it, so, they'll never know.

3. *We are requesting an opinion on the appropriateness of the comments being made by Mr. Davis to the fire prevention officer at our Trustee meetings, and if these comments are subjecting the township to any potential liability. Attached are the meeting minutes from 1-5 & 1-19. The comments in question are highlighted.*

Discussion: Mr. Davis wanted to see the comments he made in the above referenced minutes, and Mr. Troyan said he will have the administrative assistant make copies and

attach them to the questions. Mr. Davis was not comfortable signing off the questioning of the appropriateness of his comments, without seeing them. Mr. Troyan agreed to wait until the next meeting; he will have Mr. Davis's comments highlighted. Mr. Davis said he was very comfortable in all of his comments and questions. Mr. Troyan said he was not particularly comfortable with Mr. Davis's comments, especially about the Fire Prevention Officer's salary of $100,000 per year. That number was semi-factual, with benefits. His actual salary is $70,922. Mr. Davis iterated that the Fire Prevention Officer is not a Chief. Mr. Troyan argued that if Mr. Davis mentions the salary five times in the same conversation, that was just abusive and wasn't necessary. Mr. Troyan said if Mr. Davis said it once, he has conveyed this position is making too much money.

Mr. Davis iterated again that the Fire Prevention Officer is the highest paid position in the Township. He raised concerns regarding the lack of current, written job descriptions for township employees, noting that the township's insurance provider has advised their implementation, and not having them is a lability risk for the Township. Mr. Davis emphasized that a job description should be reviewed by legal counsel prior to adoption and each employee should receive a copy of his/her job description, signed by employees, reviewed annually and updated when necessary with any changes being communicated. The employee handbook also stated that annual performance evaluations are done. In addition to job descriptions and evaluations, Mr. Davis questioned the absence of standardized drug testing, background checks, and formal qualification requirements. Mr. Davis requested that the Board clarify its position on whether it intends to adopt these recommended business practices. Mr. Troyan felt they didn't have enough people to have job descriptions and noted the Administrative Assistant performs tasks requested by the Trustees. Mr. Troyan was interrupted by multiple audience members who gave their opinions on job descriptions.

Mr. Davis emphasized that he said in the very beginning he wanted to start at the top and work his way down, because the Fire Prevention Officer was the largest cost for the taxpayers. Mr. Troyan had no problems with Mr. Davis asking them questions but asked how many times he was going to ask the same questions. Mr. Davis replied until, "We as a town, can get an understanding of what do we have. What do we literally have for all of that money and all of that public safety? Because a month ago, it was a chief, now it's a fire prevention officer." Mr. Davis noted he still doesn't have any information on any 'fire prevention stuff' for the last three years as well as the plan for 2026, as well as the Records Retention Policy. Mr. Davis said he sees tons of money going into computer infrastructure, and hears whispers that the information is not available or lost due to computer problems. Fire Prevention Officer Phillips addressed Mr. Davis and told him he gave him a copy of the whole program and Mr. Davis tossed it aside and didn't look at it. Mr. Davis said he did have it at his house and had looked through it. Mr. Cavanagh asked to go back to the questions for the Prosecutor, and noted they were in general agreement on the first two questions. For the third question, they would wait until Mr. Davis had a chance to review the minutes.

Motion made by Patrick J. Cavanagh, seconded by Riley Davis to send the following questions to the Prosecutor's Office:

1. **The Auburn Fire Department has their board meeting on the second Tuesday of every month. This meeting includes their Fire Department board, the Auburn Township Fire Prevention Officer, and the Auburn Township Trustee that is the fire department liaison. A second trustee (referring to Mr. Davis) has also been attending these meetings on his own accord. We are requesting an opinion on the appropriateness of two township trustees attending this meeting. Are the meetings of the Auburn Fire Department open to the public?** Reference case number 2023-00503PQ.
2. **When a correspondence is received by the Auburn Township Board of Trustees from the prosecutor's office, marked attorney-client privileged or confidential, can this information be shared by the trustees at a public meeting?**

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

Mr. Davis asked that the NOPEC grant money be kept on the agendas moving forward as old business, as he was meeting with a contractor this week to start

RECORD OF PROCEEDINGS

conversation on bathrooms at Auburn Community Park. He did not want to lose sight of that grant money. Mr. Troyan thought that was a good idea. He thought if it was mentioned in the meeting minutes, the Administrative Assistant reads them, and she would put the mentioned items on the agenda. Mr. Davis noted Bainbridge Township has an Administrative Assistant attend Trustee meetings, and said he made a poor assumption that tasks got back to the Administrative Assistant, who then disseminated tasks and made sure they got completed. Mr. Davis was trying to figure out a better way of holding the Trustees accountable to accomplish tasks. Mr. Troyan suggested Mr. Davis contact the Administrative Assistant directly, if there was something specific he wanted on the agenda. If the task was mentioned in the meeting minutes, it should stay on for the next agenda.

Resident and Auburn Fire Department member Mike Cardaman asked Mr. Troyan for clarification during the meeting when Mr. Troyan referred to him as "You two." Mr. Troyan said he was referring to Mr. Cardaman and the other resident when they were voicing their discontent at the last meeting, and this meeting. Mr. Cardaman asked Mr. Troyan if he was a practicing attorney. Mr. Troyan replied no, he was inactive and is a registered attorney with the Supreme Court of Ohio. He suggested Mr. Cardaman look at the Supreme Court of Ohio website, and look him up, and he will see that he is on the website, as inactive. Mr. Cardaman said he saw it.

Fiscal officer report - Mr. Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since February 2, 2026 - listing 9 electronic payments processed for $27,216.54 and 17 warrants processed for $33,668.91, totaling $60,885.45.

Mr. Matsko spoke about a letter he received from the Geauga County Planning Commission about an opportunity to apply for a grant from the Ohio Department of Agriculture to update the 2008 Geauga County Farmland Preservation Plan. The plan needs to be updated, and counties can be awarded up to $25,000 to cover costs, including but not limited to public engagement, data analysis, mapping and plan preparation. They needed a letter of support (on Township letterhead) from the Trustees to include with the application. The letter had to be received by mail or email before February 25, 2026. Mr. Matsko drafted a letter and the Trustees signed it. Mr. Cavanagh explained that he was on the original committee back in the 1990's.

Mr. Matsko updated the Trustees about a charge on a Windstream invoice, a cancellation fee of $599.88. The administrative assistant opened up a claim, number 06367032. He noted she has put a lot of effort into getting this charge taken care of, and there was not yet a credit on the February bill. Mr. Troyan thought it might take as long as six months to receive credit.

Mr. Matsko reported receiving an email and application for the fiscal years 2027–2028, capital budget which talked about Township projects that could possibly qualify for capital funding, initially sent in error by Senator Al Landis of District 31, which contains another Auburn Township. Upon researching the criteria, it was determined that the proposed construction of a permanent restroom facility at Auburn Community Park met all eligibility requirements for brick-and-mortar public-use projects. Although Senator Landis cannot process the request due to district boundaries, Mr. Matsko has contacted Senator Kristina Roegner of District 27 to advocate for the project. Mr. Landis said he would personally call the office of Senator Roegner and informed her of their conversation. Mr. Matsko also included elected officials in Bainbridge Township because the restroom facility would benefit them as well. Ms. Salamon, suggested to reach out to the current House Representative, Steve Demetriou. She noted he also had the power to initiate this as a state line budget item, and both he and Senator Roegner can work on it together. Mr. Cavanagh shared that the cost to put in the driveway at the Auburn Community Park was $100,000, with the excavating, water, ditching, etc. That money came with the help of House representative Tim Grendell, who wrote it into the budget; it was not a grant.

A reminder was given by Mr. Matsko about the meeting on February 25, 2026, at 6:30 p.m., in the Bainbridge Library hosted by the League of Women Voters. They will have representatives from the Auditor's office, and selected panelists, including Mr. Matsko, to speak about the proposed Property Tax changes. Mr. Matsko put together a list of things that would be affected if there was no longer property tax. Included would be: The road and bridge budget, EMS & fire, Township buildings and the Park would

close. Revenue from Adam Hall rentals, Community Park rentals, reconstruction of Township roads, no ditching and culvert maintenance, no snow plowing or road salt, no road or fire department, and more. There would be an increase in home insurance rates for residents.

Mr. Matsko attended the Ohio Township Association Winter Conference last week, as well as the Fiscal Officer assistant. Some of the classes he took were Fulfilling Fiscal Responsibility through Reserve planning, Ohio Cemeteries 101, Ohio Revised Code, Fiscal Officer 102, Levies and Inside millage, and a General Session with Governor DeWine. There were over 1000 attendees. The Governor and another panel of 3 government officials spoke about what the state and Townships would look like with no property tax. If property taxes were abolished, to replace that revenue, the state would have to increase income tax by 11 to 18%, as well as raising sales tax an additional 15%, and food would probably be included in that added tax. Then the state and county would be controlling what happens in Townships, because they would be handling the money. The Geauga County Auditor thought we would probably need a 23% sales tax.

Another class Mr. Matsko attended was one of Reserve Planning, and he would like to pursue this. Both Chuck and Karen Walder were there, assisting the man teaching the class. It involves a program where they look at all of your large capital items – such as plow trucks, major building repairs (roofs), HVAC systems, etc. – anything with a limited life. These items are identified, inventory then taken, then they set an estimated remaining shelf life. That makes planning proactive instead of reactive, and they suggest maintaining a level of reserve funds for the administrative building, road, fire, so that when the items need replaced, you already have the money to do that. Mr. Matsko will reach out to a company that does this service, and get an assessment, and what it would cost. He thought it would be beneficial for future planning. Bainbridge Township and South Russell Village already use this company. Mr. Matsko added the Budget Commission is OK with it, because money is designated for reserve funds. Mr. Troyan and Mr. Cavanagh noted they were already doing this for purchasing trucks.

A change to The Personnel Policy & Procedures Manual for Holiday Pay was recommended by Mr. Matsko, specifically pertaining to the Service Department and the overtime policy. He wanted to amend section 7.2.1 – Working on a Holiday, and 3.7 Overtime - except for certain holidays – New Year's Day, Independence Day, Thanksgiving Day and Christmas Day (identified in Section 7.2.1 Working on a Holiday.) Any hours worked on those holidays will be paid two times the employee's base hourly rate. Mr. Matsko put together some calculations and had the Township done that in 2025, it would have cost an additional $852.72. A decision would not have to be made tonight. He felt for those four holidays, when they are being taken away from their families, and dealing mostly with snow and inclement weather, it was just a little reward or bonus. He felt it was not a huge additional cost to the Township. Both Mr. Troyan and Mr. Cavanagh thought it was a great idea. Mr. Troyan wanted to put this topic under Old Business for the next Trustee meeting. Mr. Davis said it would cost taxpayers an additional $1450. Mr. Troyan felt the employees deserved it and gave them a lot of credit; it was an unforgiving job - bad timing, having to work in the middle of the night, on holidays.

When Mr. Matsko was doing his research on the overtime, he noticed that Juneteenth was not listed in the Policy Manual under Section 7.2 - Holiday Leave. He recalled voting on that holiday at the Organizational Meeting in January. Mr. Troyan said they will need to update that in the Policy Manual.

Mr. Cavanagh noted that Middlefield Bank was being bought out by Farmers National Bank, and thought that was something to keep an eye on, as new owners usually meant new policies. Mr. Matsko said after the was finished with the year end closing, he will look at alternative institutions.

OLD BUSINESS:

Town Hall Repairs – Mr. Davis said that the replacement of the door for Town Hall is tabled; it can be retrofitted later – the need was not as immediate as the steps. Mr. Davis reported there was a water leak at Town Hall; an elbow broke. Since the building probably won't be used until spring, he didn't feel it needed to be an immediate repair. Mr. Davis said people stepped in to help, and it was determined the water originates from Mr. Matsko's office, and travels under the road; there is no wellhead at Town Hall.

By cycling the breakers (turn it on, turn it off), Mr. Davis confirmed they could hear the water flow starting and stopping. Two breakers have been shut off to stop the flow and ensure no water is traveling under the road. The plan is to bring in a plumber to inspect and fix the problem.

Mr. Davis requested an update from Caves Road Construction, in writing, to verify that there will not be a gap or ledge going into the door for wheelchairs, or a trip hazard. The ramp will be level from the top of the ADA ramp to the existing interior building floor, pitching slightly away from the entrance door, so that water doesn't run into the building. He will email and print the update and add it into the estimate. He clarified that there will be an ADA ramp and accompanying ADA railing to be installed together. It will be about 25 feet long traveling west and then the east side will still be stairs, like it always was. They chose to go for the more expensive option to go with cast iron railing which is understood to last a lot longer than the aluminum option.

Mr. Troyan asked about the doors, if they would swing in or swing out. Depending on what they chose, they would either block off the kitchen or bathroom. Mr. Troyan talked about the building code – having 50 or more people - the doors would have to swing out, in case of a fire, and thought most of the doors that have been installed recently have swung out. Mr. Troyan addressed the width of the ramp, to make sure the width was wide enough room for wheelchair access, and if the platform would be big enough if the doors swung out. Mr. Davis said he spoke with the owner of Caves Road Construction, and they would keep the door to swing to the east because if you are not handicapped, you can step onto the platform, open it across your body and enter right. They talked about having room on the platform to be to the left side so the door can be open and swung that way if it swings to the east which would be a right-hand swing.

Mr. Troyan asked Mr. Phillps about the actual occupancy of the building. Mr. Phillips said the way it's supposed to happen is - the Township hire an engineer or architect, calculate the load, submit it to the Building Department, they sign off on it and approve it.

Mr. Davis noted the door is not time sensitive, so he would rather wait. Mr. Troyan suggested they put Town Hall on the agenda as Old Business for the next Trustee meeting. Mr. Troyan said the only pending issue with the door is if it swings in or out. Mr. Matsko and Mr. Davis both said that was a separate estimate. Mr. Troyan was concerned if they would have to change the platform and the ramp's location because of the door swing, and said that was fine if it was not an issue – it could be addressed later on.

Mr. Cavanagh noted he went to the Auburn Museum today and paced off the landing in front of the museum; it was about 6' x 8'. He noted the doors swung in, and thought the doors were from the 1880's.

Mr. Matsko did some calculations on the revenue versus the expenses for Town Hall and found that when the venue was rented it pretty much supported itself. He noted the Township was losing money daily when it was not operational.

There was discussion among the Trustees if Town Hall had any insulation. Mr. Cavanagh couldn't recall any, but thought there was electrical work done there. Mr. Cavanagh said the stone that was dislodged on the corner of the building created a gap, so wind was making its way under the crawl space, which wasn't helping the heating situation. Mr. Davis said he was conducting an experiment with the AC and heating fan – he thought there was a chance the fan was running nonstop for the furnace. Mr. Troyan thought it would be a good thing to check out if the main breakers were up to code, since Mr. Davis made a reference to whether or not the main brakers were actually to code.

Mr. Troyan asked if the door cost would change. Mr. Davis said he didn't ask that and thought that the price could go up, as it would be a heavy-duty push bar commercial door.

Mr. Davis noted the completion date for the door is no later than May 31, 2026, and he is being told it should be a lot sooner if the weather cooperates.

Motion made by Riley Davis to hire Caves Construction Company for the demolition of the steps at Town Hall, and the instillation of a new ADA ramp and cast-iron ADA railing at a total cost of $28,100. Mr. Davis noted the insurance company was covering $19,575 and the balance for the Township will be $8525. Mr. Matsko said he created a purchase order, and the money would come out of the account for improvement of sites, of which $56,000 has been appropriated. The money will come

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

from the general fund, the same fund the money from the insurance company went into. Mr. Davis said the quote did not change from August, and it included the repair of the foundation stone.

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

The Trustees signed the purchase order. Mr. Davis said he would clarify the terms of payment – to be paid upon completion of the work.

Mr. Troyan stated the Adam Hall roof repairs should stay under Old Business, so it stays in front of the Trustees. Mr. Davis had a local company examine the roof and crawled around with a smoke machine, noting the company made some good points. Mr. Davis noted the estimates for new roofs they received were between $40,000 - $80,000. Some of the quotes were new roofs, old roofs and metal roofs. Mr. Davis thought a scope of work should be considered. Mr. Troyan said the hard part is if the Trustees don't know what they want to do, it's hard to send it out for a bid. Mr. Davis thought a scope of work would let all of contractors bid accordingly, or if not, let contractors provide a quote for whatever they see fit, and they would have several quotes of different natures of the repair.

Mr. Cavanagh stated having been a facilities liaison for close to 20 years, they have had some pretty good success with a now semi-retired construction manager named Jim Dixon. He worked on the Newbury Township Fire Department, as well as Russell Township, and he was involved with the Auburn Fire Department. Mr. Cavanagh said one of the mistakes the Board of Trustees made years ago was they did not have a construction manager for Adam Hall, and that was the last project where they did not have a construction manager. Mr. Phillips stated when building the Auburn Fire Department building, they ran into a lot of problems, bad soil, bad weather, and they still finished on time and under budget. Mr. Troyan thought it would be worth giving Mr. Dixon a call.

Mr. Davis said he will have the local company give a presentation at the next Trustee meeting and give the Township an idea of a direction they can go. He thought they may have a decent solution that they could require other companies to bid on as a scope of work, instead of having it all over the place, different bids with different roofs, tearing the roof off or not. Mr. Troyan suggested Mr. Davis call Mr. Dixon – do he can give them a guideline. Mr. Davis concurred.

Mr. Troyan addressed the 2026 Zoning Fee schedule, and he suggested postponing the topic until the next Trustee meeting, as the Zoning Inspector will be present, and he could answer any questions the Trustees may have. The Prosecutor did approve the price adjustments.

Resident Diane Jones addressed the Trustees. She asked Mr. Davis for the court case number involving the Munson Fire Department. Mr. Davis told her the number was 2023-00503PQ.

Mrs. Jones said her opinion of Jim Dixon was different than Mr. Troyan and Mr. Cavanagh. Her opinion of him was "he was a slick dude." She said "He must be absolutely ancient by now. How old do you think he actually is to do any business?" Mr. Davis said he will report back. Ms. Jones said she and her husband attended Trustee meetings, very, very prolifically, and they listened to Mr. Dixon, and in general, he was not impressive. She stated, "That perhaps it was not as wise a decision as two of you would like to remember." Ms. Jones thought it was important to make wise decisions.

Mr. Davis repeated there will be a presentation at the next Trustee meeting from a local company. In the meantime, he will try to track down Mr. Dixon, get his opinion and thoughts. Mr. Davis wanted to get all of the information that he could work through.

Mr. Troyan asked Mrs. Jones if she had any specific concerns regarding Mr. Dixon, he was not pro or con – he wanted to know specific concerns. Mrs. Jones said only that she went to Trustee meetings twice a month and listened to Mr. Dixon. Mrs. Jones replied, "Okay, I've listened to all your opinions, and there have been plenty of them, and I haven't heard you justify all of yours either. As a citizen, I'm entitled to my opinions. I pay my taxes. I try to do the best I can. And I would hope that everybody else up here would be concerned about doing that as well. And not perhaps about, you know, just distributing favors. And that's all I intend to say about it. Until perhaps a later time."

RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES Regular Meeting

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

Held _____ 20 _____

Ms. Salamon said she will be at the Bainbridge Library on March 5th, 2026, for a meet and greet. If anybody was interested in learning a little bit more about her, her priorities, what she is focusing on for Geauga County, she will be there from 6:00 pm to 7:30 pm.

Mr. Troyan read the upcoming Save the Dates.

ADJOURNMENT:

Motion made by Michael S. Troyan and seconded by Riley Davis to adjourn the meeting. The meeting was adjourned at 9:24 pm.

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

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Riley Davis, Vice-Chairman

Patrick J. Cavanagh, Trustee

MARCH 2, 2026
Date

RECORD OF PROCEEDINGS

Minutes of Meeting

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

Held _____ 20 _____

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, February 16, 2026

7:00PM – Regular Meeting called to order
- Michael S. Troyan, Chairman

PLEDGE OF ALLEGIANCE

GUESTS:
- Samantha Salamon, Candidate for Ohio State Representative – District 35
- Susan Shukaitis – Patio Bar & Grill

MINUTE APPROVAL:
- Regular Meeting 02/02/2026

SCHEDULED REPORTS:
- John Phillips, Auburn Fire Prevention Officer

TRUSTEE & FISCAL OFFICER REPORTS:
- Patrick J. Cavanagh
- Riley Davis
- Daniel J. Matsko, Fiscal Officer

OLD BUSINESS:
- Town Hall Repairs
- Adam Hall roof repairs
- 2026 Zoning Fee Schedule
- ADP Cemetery Program

NEW BUSINESS:



SAVE THE DATE:

02/16/26 - Board of Trustees Regular Meeting / 7:00PM / Administration building
02/22/26 - Pancake Breakfast / Auburn Fire Dept / 8:00am – 12:00pm
02/26/26 - Zoning Commission Meeting / 7:00PM / Administration building
03/02/26 - Board of Trustees Regular Meeting / 7:00PM / Administration building
03/10/26 - Board of Zoning Appeals / 7:00PM / Administration building
03/12/26 - Zoning Commission Meeting / 7:00PM / Administration building
03/16/26 - Board of Trustees Regular Meeting / 7:00PM / Administration building

Auburn Township Board of Trustees
Meeting Attendance Sheet

Please Sign In

FEB 16 REC'D

AUBURN TOWNSHIP

	Print Name	Resident	Non-Resident
1.	Jones	X	
2.	Jim Pemberton	X	
3.	Kaley Richard Chesapeake Valley Times		X
4.	Deb Standley	✓	
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

CAVES ROAD CONSTRUCTION CO INC

10611 WASHINGTON ST
CHAGRIN FALLS, OH 44023
440-343-0214

Estimate

Date	Estimate #
1/18/2026	2156

Name / Address
Auburn Township 11010 E. Washington St. Auburn Township, OH 44023

P.O. No.

Description	Total
ADA ramp, landing and staircase estimate	
ADA compliant ramp to west side of the masonry entry stair. Approximately 25' long and made of concrete. Demolition and construction of the entry door landing and east staircase is included in the same configuration. The brick pillars at the outside corners of the landing are replaced with railing material.	13,600.00
ADA compliant cast iron railing for each side of the ramp. The cast iron railing is a better product for this project.	14,500.00
By signing this estimate it will be a contract to build the ADA entrance to the building at 11000 Washington Street. This includes the ramp and landing with ADA railings. Repair the siding and window coil stock on the southeast corner of the building. Including resetting the stone pushed into the lower level. Drawing at contractors expense. Geauga County building dept permit included in price. Start date as soon as the weather allows to pour concrete. Completion no later than May 31, 2026	
Auburn Township Trustees Co. Inc. Riley Davis	Caves Road Construction Robin Bean, PRESIDENT Patty A
PO 28-2026	

Subtotal	$28,100.00
Sales Tax (6.75%)	$0.00
Total	$28,100.00

Phone #
440-343-0214

TRUSTEES:
Michael S. Troyan, Chairman
Patrick J. Cavanagh
Riley Davis

AUBURN TOWNSHIP
Est. 1817

FISCAL OFFICER:
Daniel J. Matsko

www.auburntownship.com

440.543.7028 440.543.9520 fax 11010 Washington Street Auburn Township, OH 44023

Geauga County Planning Commission February 16, 2026

The Auburn Township Trustees support the efforts of the Geauga County Planning Commission to apply for the Ohio Department of Agriculture's Land Use Planning Grant to update the Geauga County Farmland Preservation Plan.

As trustees, we recognize the need to preserve farmland while balancing the opportunity for residential development and maintaining the rural atmosphere our residents continue to enjoy.

COPY

Michael S. Troyan, Chairman

Riley Davis, Vice-Chairman

Patrick J. Cavanagh, Trustee

FISCAL OFFICER REPORT FEBRUARY 16, 2026

Fiscal Officer Dan Matsko presented the Payment Listing for payments processed since FEBRUARY 2, 2026.

PAYMENT LISTING

• 9 ELECTRONIC PAYMENTS PROCESSED:	$ 27,216.54
• 17 WARRANTS PROCESSED:	$ 33,668.91
TOTAL:	$ 60,885.45

Dan Matsko
2/16/26

AUBURN TOWNSHIP

Dan Matsko
Fiscal Officer

Payment Listing

2/3/2026 to 2/28/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
25-2026	02/03/2026	02/08/2026	CH	ILLUMINATING CO.	$12.78	O
26-2026	02/03/2026	02/08/2026	CH	OHIO EDISON	$21.83	O
27-2026	02/03/2026	02/08/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$122.61	O
28-2026	02/03/2026	02/08/2026	CH	SUN LIFE FINANCIAL	$178.70	O
29-2026	02/04/2026	02/08/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$184.13	O
30-2026	02/05/2026	02/08/2026	CH	OHIO DEFFERRED COMPENSATION	$1,300.00	O
31-2026	02/05/2026	02/08/2026	CH	AHOLA CORPORATION	$24,495.99	O
32-2026	02/09/2026	02/15/2026	CH	DELTA DENTAL	$800.50	O
33-2026	02/10/2026	02/15/2026	CH	MIDDLEFIELD BANKING COMPANY	$100.00	O
9115	02/16/2026	02/16/2026	AW	MORTON SALT	$19,773.61	O
9116	02/16/2026	02/16/2026	AW	MELZER'S FUEL SERVICE CO.	$2,574.94	O
9117	02/16/2026	02/16/2026	AW	NEWBURY AUTO PARTS,INC.	$233.54	O
9118	02/16/2026	02/16/2026	AW	NATALIE DOLEZAL	$430.00	O
9119	02/16/2026	02/16/2026	AW	21st Century Media-Ohio	$137.15	O
9120	02/16/2026	02/16/2026	AW	OREILLY EQUIPMENT	$245.60	O
9121	02/16/2026	02/16/2026	AW	MATTHEW BLOWERS	$275.00	O
9122	02/16/2026	02/16/2026	AW	MILL SUPPLY, INC.	$2,370.59	O
9123	02/16/2026	02/16/2026	AW	GEAUGA COUNTY DEPT OF WATER RESO	$151.34	O
9124	02/16/2026	02/16/2026	AW	Buckeye Power Sales Co., Inc.	$630.00	O
9125	02/16/2026	02/16/2026	AW	LORRAINE SEVICH	$318.99	O
9126	02/16/2026	02/16/2026	AW	DANIEL MATSKO	$1,461.40	O
9127	02/16/2026	02/16/2026	AW	KINETICO QUALITY WATER SYSTEMS	$48.40	O
9128	02/16/2026	02/16/2026	AW	DESIGNS BY DIANNA	$200.00	O
9129	02/16/2026	02/16/2026	AW	TL SERVICE CENTER	$1,403.86	O
9130	02/16/2026	02/16/2026	AW	EAB TRUCK SERVICE	$3,114.49	O
9131	02/16/2026	02/16/2026	RW	MARK LEWIS	$300.00	O
				Total Payments:	$60,885.45	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$60,885.45	

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
2/16/26