RECORD OF PROCEEDINGS
Minutes of AUBURN TOWNSHIP BOARD OF TRUSTEES Meeting
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 Don Rice, Superintendent from the Metzenbaum Center.

GUESTS:

Mr. Don Rice, Superintendent of the Metzenbaum Center introduced himself, and noted he would be retiring and introduced Mr. Dave Carlson, Assistant Superintendent of the Metzenbaum Center. Mr. Carlson explained that the Metzenbaum Center started in 1966 to help individuals in Geauga County with developmental disabilities and they provide services from babies to seniors. Mr. Carlson noted that 75% of their income comes directly from property taxes, and if property taxes were abolished, it would be devastating for them – they would not be able to function or operate. Mr. Carlson stated the Metzenbaum Center would not be asking for any additional monies - they do not have any levies on the ballot this year.

Auburn Boy Scout Troop #101 – Mr. Sawyer Scharver, Life Scout from Troop 101 expressed his thanks and appreciation to the Trustees and the Auburn Fire Department, specifically Mr. John Phillips, Fire Prevention Officer. This year, the Pancake Breakfast hosted over 500 people, and was the chief fundraiser for the Troop with a profit of $4000.00. Mr. Scharver said the success of this event would not have been possible without Mr. Phillips and his crew. Mr. Troyan thanked the Fire Department and the Boy Scouts for working together.

Mr. Shawn Roland from Link Exteriors, a roofing contractor from Auburn Township, spoke to the Trustees about the roofing problems at Adam Hall, a follow-up of his meeting with the Trustees on March 2, 2026. Mr. Roland presented the Trustees with folders containing information about his company, and more detail (cross vent system, his insurance, shingles), as well as a sealed bid for the new roof he proposed for Adam Hall. Mr. Roland said the roof at Adam Hall has had problems for years with ice damming and internal leaking. Upon his inspection this year, he found the soffits were solidly packed with ice and was one of the worst ice dams he had ever seen. He said Adam Hall was a building built around an old building and there was no ventilation – which caused the ice dams. To break down the walls and make ventilation pathways would be extremely costly, Mr. Roland said. He was proposing a cold roof system – basically a roof built on a roof. They would inspect the wood on the roof and replace anything that was bad. The order of installation would be foam, purlins, new sheeting and then new shingles. This method would keep the roof surface perfectly cold, would not be affected by the interior heat, and ice dams won't become a problem. Mr. Roland said he could provide references to the Trustees from customers that purchased his cold roofs. Mr. Roland stated a cold roof system takes care of ice dams permanently, and in his opinion was the best system for the roof at Adam Hall. An email will be sent to Trustee Riley Davis - a Power Point presentation with information on the cold roof system.

Mr. Troyan asked what type of structural assessment they should have on the building prior to putting on the type of roof Mr. Roland was suggesting, noting if they got a lot of snow it would create excess weight on the roof. Mr. Roland explained that a cold roof system would weigh less than a second layer of shingles, especially with the first layer of shingles removed, should not cause any kind of structural problems with the weight whatsoever.

A firefighter in the audience asked Mr. Roland about the thickness of the new roof in case they had to breach it for entry. Mr. Roland clarified for the fire department - and said it would be inches. He did not see much of a reason for a fire to get in there unless it started somewhere in the attic. Mr. Troyan thought it would be 2 to 4 inches and Mr. Roland concurred.

Mr. Phillips asked about the warranty. Mr. Roland explained that the system is protected by his workmanship warranty and the products used in the system all have a limited lifetime warranty. Mr. Roland said he lives in town and his standard warranty is a five-year workmanship warranty, and he will give Auburn Township a 10-year workmanship warranty on it, further stating that any problems that arise from it, he will take care of; he was confident in the system. He stated all the materials used - the shingles, the AC cross vent - everything else had a limited lifetime warranty from the manufacturer.

An audience member asked if he included pricing for a metal roof and Mr. Roland said no, just for shingles, as a metal roof would be double the price. Mr. Roland said the Owens Corning shingles have a 50-year prorated warranty; they were top of the line. He did say corrugated metal was an option but should not be used on the roof at Adam Hall, as the fasteners could leak one day. He would never

recommend that type of roof unless they did a layover, and if they did a layover, they would leave the original shingles on the roof, and he would not recommend that.

Mr. Cavanagh shared that he thought Mr. Roland would find some plywood damage in the valleys on the roof. Mr. Roland concurred and said it was written in the proposal he gave to the Trustees. He charges $70 per extra sheets of plywood, and they won't know how much they will need until they tear off the roof. So, if the Township needs 5 sheets, it would be an additional cost of $350, 10 sheets would be $700. When he was in the attic, Mr. Roland thought most of the plywood looked OK, and he assumed the bad plywood would be around the east where the ice dams were. He thought for the most part, the field sections of the roof looked good.

Mr. Davis asked Mr. Roland to provide a scope of work, so the roof can be quoted properly and asked if he could be emailed a line item of what things would happen, but without a cost, just so it would be even across the board if anyone else looked to quote the roof. Mr. Davis said he wanted quantities for everything in the roof.

Mr. Davis asked about the gutters if they would have to be modified and Mr. Roland said at the least, they would have to be detached and reset. He advised it would not be a bad idea to put new gutters on, as anytime gutters are detached and reset, it was never as good as what you started with. Mr. Roland observed that if they were using the original gutters, they would have to be moved for the height of the new roof and said he would write that up as well. Mr. Davis added that would be another line item and asked Mr. Roland to write up anything he could think of from start to finish. Mr. Roland said he would have that to Mr. Davis by the end of the day tomorrow. Mr. Davis said he knew some items were ala carte, like colors, etc., and wanted something uniform so someone else could quote the same items. Mr. Roland noted the estimate in the envelope was pretty itemized, but he will make sure to put in quantities.

Mr. Cavanagh asked if there would be ventilation at the peak, or would they still have the heat loss without coming through the current roof, and Mr. Roland acknowledged that the roof would be ventilated. There would be a new edge vent that will be put in on the soffit and eave, and then a brand-new ridge vent that will be put in, so the foam will be keeping the heat from the inside out, and then there was a channel between the foam and the new roof that the air flows through. Mr. Roland added that the bottom of the foam was solid and the purlins are corrugated. Mr. Davis explained that is what gave the separation, so it can constantly draft and any heat loss was hypothetically vacuumed out of the top ridge. Mr. Roland concurred.

MINUTE APPROVAL:

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 March 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 detailed report for the Auburn Fire Department. He presented a Year-to-Date Statistics Report comparing 163 year-to-date total calls for January-February 2026; to 162 total calls in January-February 2025. The percentage of multiple calls was 18.41% for January-February 2026, compared to 20.37% in January-February 2025.

Mr. Phillips thanked the Service Department for the great job they did working with the Fire Department during the windstorm.

TRUSTEE & FISCAL OFFICER REPORTS:

Mr. Cavanagh reported they are awaiting the arrival of the new truck - the stainless-steel bed is not ready yet; it has been on back order for about a month now.

Mr. Cavanagh told Mr. Davis about a grant from the Ohio Department of Commerce for the cemetery which was used last year - trees were taken down and tree stumps ground, flower planting was proposed. (Secretary's note – J.F.D. Landscapes removed stump grindings and plant material in the Southeast corner of front lawn at Shadyside cemetery, hauled away debris and graded to blend surrounding lawn areas and installed necessary screened topsoil, grass seed and shredded straw). Mr. Cavanagh did a 2-year landscape and maintenance plan with JFD

Landscaping for the cemetery. Mr. Davis noted the grant was for $2070.39, and Mr. Cavanagh knew the Township was approved for the grant and didn't know if the money was received yet. Mr. Matsko said that money was received and spent last year. Mr. Matsko was not aware of the grant application being available for this year yet and thought the grant application was done by the Cemetery Sexton. Mr. Cavanagh said that he and Ms. Dolezal completed the application for the grant last year on the day it was due. Mr. Matsko asked why this was being given to Mr. Davis and Mr. Cavanagh said it was because Mr. Davis was the facilities guy. Discussion ensued between Mr. Matsko and Mr. Cavanagh about what Trustee handled the cemetery duties. Mr. Cavanagh noted that cemeteries are property, and he would handle the grant if Mr. Matsko wanted.

Mr. Troyan explained the history of Trustees and what duties the Trustees were assigned. When Mr. Troyan first became Trustee, there were three liaisons – fire department, road and cemetery. It did not seem like a fair distribution of work, so they expanded the cemetery into facilities or properties. Mr. Matsko asked where that written policy was, and Mr. Troyan said they would have to look back at the minutes 20 years ago.

Motion made by Michael S. Troyan, seconded by Patrick J. Cavanagh to clarify that Auburn Township cemeteries are part of facilities and properties.

Discussion: Mr. Cavanagh noted cemeteries are Township property, therefore facilities are properties, and it is what he did for 20 years. Mr. Davis asked Mr. Cavanagh if he did cemeteries for 20 years and Mr. Cavanagh said he did properties and facilities for 20 years. Mr. Matsko thought Mr. Cavanagh had the road department, and Mr. Troyan explained the Mr. Cavanagh had the facilities/properties until Mr. McCune Jr. took over, when Mr. McCune Jr. came in as a Trustee, and Mr. Eberly left. Mr. Eberly was always a road liaison, and Mr. Cavanagh took over four years ago. Mr. Davis clarified that recently, they have been granted the $2070.39 and it was dated 9/19/2025. Mr. Cavanagh said the grant was fairly specific and they said it was to fix the front corner after the tree removal.

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

Mr. Matsko said the 2026 grant hasn't been established and was probably months away from being published from the Ohio Department of Commerce. There was some confusion about whether there was an application or a check. Mr. Cavanagh said the work was not performed, and advised Mr. Davis that when the weather cooperates, they should do a planting of some type in the corner of the cemetery, and to stick around that amount. Mr. Matsko said he will check the books to see whether or not the money was spent. Mr. Davis clarified that the paperwork said the money should be spent on the corner of the Cemetery, and Mr. Cavanagh said he thought that's what was on the application – that's what they said they were going to fix after the tree removal. Mr. Matsko suggested Mr. Davis look at the application in the file, and Mr. Davis clarified if the check was deposited, it should be in the UAN system. Mr. Davis also clarified that he was in charge of cemeteries, as well as properties. Mr. Cavanagh advised Mr. Davis to call JFD Landscapes, a local company, as they were pretty good and have worked with, and have been good to the Township over the years.

Mr. Cavanagh reported on the parking lot at Adam Hall – there was a catch basin that is not performing well, and a pond has formed on the asphalt. Mr. Fenstermaker met with a contractor who thought a catch basin there may have to be lowered, as water is not moving off like it is supposed to be moving. Mr. Cavanagh added that the entire parking lot needed attention, such as asphalt and new fill. There was a problem when someone backs out of a handicapped parking space into five or six inches of water. Mr. Toyan asked if this was something they could do in-house and Mr. Cavanagh said no – pouring the asphalt, no – the grading – Mr. Cavanagh didn't know. Mr. Cavanagh said they were working with a man from Newbury – a very reputable contractor who has decades of experience with this type of work and didn't have any numbers yet. Mr. Cavanagh suggested he and Mr. Davis meet in that parking lot after the snow was gone.

Mr. Davis asked if they should consider a seal coat or topcoat on the whole parking lot, as the west side of the parking lot was not in great shape, versus the east side where it was a catch all for trash day and got ripped up with the excavator and the 10,000-pound bin. He thought it made sense where everyone parks for weddings and funerals. Mr. Davis asked how urgent it was, and Mr. Cavanagh said the last time they hired a contractor for that was in 2014, so it was due and was creeping to the top of the list.

Mr. Cavanagh emphasized that the water issue had to be solved first. Mr. Troyan agreed, noting if people are using the disabled parking, they are getting out of the car and stepping into six inches of water. Mr. Davis asked if it was always like that, and Mr. Cavanagh said it got worse.

Mr. Davis asked if the contractor was going to consider a trough drain from 50 – 70 feet, and Mr. Cavanagh said that is why they are going to meet at Adam Hall; the contractor has not made any recommendations yet.

Mr. Davis asked Mr. Matsko about what account the pavement repair would come from, if they did a band-aid type of repair to extend the life, since it's been neglected for over a decade. Mr. Matsko said there would be enough money tonight, after the Trustees sign the resolution. Because of the carryover, he explained that he put $225,000 in Improvement of Sites from the General Fund, because of the Adam Hall roof, the parking lot situation, Town Hall steps and the restroom at Auburn Community Park - which may or may not come out of that fund. Without having any real estimates, he made his best ballpark guess. The Township also has $100,000 in the Parks Improvement of Sites, which may or may not be used for the restroom. He noted that is where all of the money from the cable franchise fees has been going – about $20,000 per year. Mr. Matsko had some questions about the legality of that fund, because he didn't have any other record other than a motion being made at a meeting 10 or 15 years ago, when a Trustee established that fund. The County was not sure of how that money could be used. Mr. Troyan said he always motioned that the money from Cable Franchise fees go into that fund, and Mr. Matsko explained that funds were set up for specific purposes. Mr. Cavanagh thought the fund went back to 1997 and thought the original name was Land Acquisition and Improvement Fund, and did not remember the resolution, as it was 30 years ago. Mr. Matsko mentioned that the Auditors would be at Town Hall tomorrow, so he would ask that question so he could be confident that he could spend money out of that fund. Mr. Troyan asked what they would have to do to bring that fund up – should they make a resolution now to define that fund and transfer the funds into that. Mr. Matsko said yes. Mr. Troyan thought they had enough money to fix the water situation in the parking lot, and once they got a cost, then they can confirm. Mr. Matsko said they have appropriated close to $300,000 that could be used this year on various improvements of sites and buildings. Mr. Troyan clarified they would spend $50,000 to $75,000 for bathrooms if they were to get a matching a grant, and Mr. Matsko concurred. Mr. Matsko added they also had the NOPEC money to use on the restroom, as well.

Audience member Jim Perberton asked if there could be a blockage on the drain in the parking lot and Mr. Cavanagh stated there was no drain, it was all gravity to a catch basin. Mr. Troyan noted that the catch basin had to be higher than the pond of water and Mr. Davis agreed, stating the water should be all pulled up around the catch basin - around the four edges and it was not getting there. Mr. Cavanagh felt there was no doubt that something moved, because it was never like this – either the catch basin went up, or the parking lot went down or there may have been fill that settled over the course of years. More discussion ensued between Mr. Pemberton, Mr. Cavanagh and Mr. Davis about the drain in the parking lot.

Mr. Cavanagh addressed a major construction project on Lucky Bell Lane, which were concrete panels that go back to the 1970's. Newbury Township does not want to fix the road panel by panel. Conversations have started with the Engineer's Office about a major reconstruction where the concrete is ground on site and removed. The Newbury portion is longer than the Auburn portion, and the Auburn portion has side roads that go east and west. The grand total of both Townships are about the same. Newbury has started a reserve fund for Lucky Bell reconstruction. Mr. Cavanagh said he spoke with Mr. Shane Hajjar, Geauga County Engineer, and they are looking into (since it is a through road now) – from Stafford to Bell - if it would be applicable for Issue 2 OPWC monies. Mr. Hajjar said they might have to do some traffic counts and thought it fit the parameters. Mr. Cavanagh noted it was a through street and not a subdivision; it was not a cul-de-sac anymore.

Another road project Mr. Cavanagh is looking at is with Troy Township, on Stafford Road because it will need some work in the future, from Rapids Road to Snow Road. Mr. Cavanagh said they have been encouraged to find a good-sized project for OPWC money as well, and his first thoughts were Stafford East to Route 44. Mr. Cavanagh said he agreed 100% with the idea of building reserve funds for these projects. Mr. Troyan asked about the time frame for Lucky Bell Lane and Mr. Cavanagh noted they are just looking into the costs – for example – do you break up the concrete on site and keep it there as premium fill? Or is it cheaper to break it up and haul it out. Mr. Cavanagh thought the County was not in favor of breaking it up on site, because there would be different qualities of concrete, and some of the fill would not match; it would not be consistent.

Mr. Davis presented pictures that he displayed on the TV of the slate roof repairs that were made at the Auburn Township Museum. Two men repaired and replaced the slate shingles,

the workers thought the slate tiles could be from the 1800's, and said the roof was not in terrible shape, They did mention if the building was ever moved, the slate roof tiles were so fragile, it would probably pop a lot of nails and do some weird stuff, so the building should be enjoyed where it is now. Before the repairs, Mr. Davis said he could see a 6-inch hole of daylight, and when it snowed or rained, the water came right in. Mr. Davis said it was hard for the repair company to quote every line item and instructed the workers to look for anything that looked screwed up. They fixed big gaping holes around the chimney, and they used silicone caulk because it didn't shrink like tar and Mr. Davis explained the caulk would quickly turn to a gray color. A big 3-foot section of tin blew off of the roof, and it exposed rotted wood – so that will be added to Mr. Davis's property repair list. Mr. Davis mentioned he went into the attic, or choir, and observed how beautiful it was; he thought it really was a beautiful building. Mr. Davis asked the contractor not to throw the original slate pieces away and there is a stack of them in the museum. Mr. Davis noted the new pieces of slate were about 1/4 inches thick, and the old pieces were maybe 1/16 to 1/8 inches thick, so they were worn about 50%. The contractor came from Rocky River, and there were not a lot of people that specialize in slate roof repair or were even willing to walk around on it and cause more damage. Mr. Davis said he was trying to learn from the contractors in case he had to fix something one day. Resident Deb Standley asked Mr. Davis if he looked at the roof after to make sure everything was fixed and Mr. Davis said he did. He instructed the workers to spend the day to find, to fix and to caulk. Mr. Davis thought it worked out well.

Mr. Cavanagh explained the history of the Museum building and the major reconstruction that occurred with it in 2007. Mr. Davis thought the windows were in pretty rough shape and was disappointed that such a cool building with all of the history of Auburn Township was only open one day a year. Mr. Cavanagh said that moving the Museum to Adam Hall to the east of the building was something they always wanted to do. They got prices in 2007 for moving and the cost was out of reach, about $50,000 - $75,000. Mr. Davis said he would look into it and put it on his list with what can happen to all of the buildings. He thought the inside of the building was very beautiful and could use some paint and touch up work. Mr. Davis said Ms. Dolezal had a great idea – if the Museum were moved to Adam Hall, weddings could take place there and then go next door to Adam Hall for the reception. Mr. Cavanagh noted the old Auburn Community Church moved to Burton with the Geauga Historical Society and that is where weddings take place. Mr. Davis noted they moved the Auburn Township building 10 miles and the Township needs to move the Museum a half mile. Mr. Davis reported there was approximately between $75,000 - $80,000 in a fund that was generously donated from a former church.

Mr. Matsko said he was asked at the last Trustee Meeting to find out exactly what the agreement said – between the Township and the church. Mr. Matsko read, "Gift is for the use and benefit of restoring and improving the museum in accordance with section for this agreement, section for use of the gift don't need may only use the gift for the purpose of restoring and improving the structure of the museum including renovation and restoration of the building and any alterations or improvements thereof whether now or in the future and which are necessary to facilitate more frequent use of the Museum or if the Township Board of Trustees deems relocation of the museum is necessary then the fund expenses related to relocation of the museum." Mr. Davis said that it was a big project and he will put it on the list and keep track of them and work through them.

Mr. Davis reported that Mr. Kitko called him on Friday, and said someone asked when Town Hall repairs would start. Mr. Davis said that in speaking with the contractor, the demolition of the old steps and clearing it up is not difficult. Then the next step would be cutting and digging in the footer and pouring concrete. Those are the first steps before anything can be rebuilt on top. He noted there was still a window of time before concrete plants were up and running. And the contractor books out work through the winter with municipal work – that is why the reconstruction has not started. Mr. Davis noted the temperatures were still 20 degrees and cement plants still closed, so it might be a few weeks before it gets started. Mr. Cavanagh asked if someone plugged up a hole in the front corner where the stone got moved – the foundation stone, for the wind and the cold. Mr. Davis said he didn't because the water was vacated. Mr. Cavanagh noted the outside temperatures were going to be 12 or 15 degrees. Mr. Davis said they made it through -5 degrees for five months, and one elbow broke. He added the heat was still on in the building – 58 degrees, and the cabinet doors were open. Mr. Troyan thought the cabinet doors being open helped, as they were shut previously, that was the problem and there was probably no insulation in the floor.

A maintenance issue for Adam Hall was reported by Ms. Dolezal, an issue with a women's restroom fixture that ran continuously over the weekend; a plumber has been contacted to address the repair, Mr. Davis reported. After a review of the work the plumber did, he may get a quote from him to fix the elbow at Town Hall. Mr. Davis did a manual inspection of the crawl space and in the process found old beer bottles and all sorts of interesting stuff and also cleaned the furnace filter in the pit under the building which appeared to have been neglected for several years. When it gets fixed, it will be ready to go for the May 31 deadline the contractor has agreed to for the steps, ramp and railing. Mr. Davis reported that the Fire Department building was in good shape, as was the Administration Building.

An audience member asked the Trustees if there was a resolution for the lighting from the Fire Department that faced neighbors. Mr. Davis said the he and Mr. Phillips signed off on a $1800 quote from a company for a flagpole light, and shields. The contractor will wait until they can do a group purchase order to bring the cost down, potentially on the shields, because ordering one off was expensive. Mr. Phillips thought it could be done in 30 days.

Fiscal officer report - Mr. Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since March 2, 2026 - listing 10 electronic payments processed for $29,027.76 and 17 warrants processed for $12,105.04, totaling $41,132.80. He was able to reconcile February 2026 once he got the year end books closed. As of February 28, 2026, the account balances in the primary checking account is $1,131,320.05 and in the investment account is $2,041,201.05 – for a total of $3,172,521.10.

Mr. Matsko reported that he and Mr. Davis went to Middlefield Bank for Mr. Davis to sign the signature card as required for an Auburn Township Trustee. Now they just need signatures from Mr. Troyan and Mr. Cavanagh, then Mr. Matsko can take them to the bank, and they will be up to date.

The capital funding project, a community project application – both for Ohio Senate District 27 – Kristina Roegner and Ohio State House Representative Steve Demetriou for District 35 was submitted before the deadline of March 12, 2026, Mr. Matsko reported. Both the Senate and the House acknowledged receipt of the application. Mr. Matsko estimated the cost of the restroom project for Auburn Community Park to be about $100,000, and the Trustees voted at the last Trustee meeting to match up to $50,000 and to also use the NOPEC Energy Community Grant of $14,369 towards that as well.

Every couple of years, the Fiscal Officer receives a new printer and laptop from UAN (Uniform Accounting Network – a financial software package from the Ohio Auditor of State). The old printer is either sold on govdeals.com, given to another department, or scrapped. Mr. Phillips said he could use the printer.

Motion made by Michael S. Troyan and seconded by Patrick J. Cavanagh to transfer the Fiscal Officer obsolete printer to the Auburn Fire Department.

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

Every two years, the state of Ohio audits the financial records of the Township, and Mr. Matsko reported that auditors will start tomorrow to start the audit for years 2024-2025. He has been doing a lot of preparation for the audit, pulling invoices, and answering about 100 questions. Three auditors will be setting up their work area on the conference table, and Mr. Matsko will be working with them, reviewing all of the financial records, policies, procedures, receipts, invoices, etc.

OLD BUSINESS:

Second Dwellings - Discussion ensued among the Trustees with information and a quote they had received from a law firm, Taft, Stettinius and Hollister, LLP regarding a house in the Township that has a second dwelling on the property. The residents have moved out of the dwelling, and the Township is looking into what it would take to not be defined as a dwelling. The pricing was if the Trustees had the Zoning Inspector enter the dwelling and had the owners remove what had to be removed from the building so it can no longer be a dwelling.

Mr. Troyan wanted to mention this now as preliminary, so the Trustees could see the pricing, and what it would cost to defend the Township's zoning. Mr. Troyan did not want to discuss at this meeting; rather he wanted to wait until the Trustees had a chance to look at it and

wait until the Zoning Inspector was present, in case they had questions. Mr. Troyan emphasized it was just information for now, and no action would be taken tonight. Mr. Davis remembered Held Mr. Kitko stating the Prosecutor's office didn't want to mess with this case and questioned why the Township would be considering paying a third-party attorney $400 per hour to get Mr. Kitko to be able to enter the building. Mr. Troyan explained that Mr. Kitko would enter the building and be able to confirm what has to be removed in order for it not to be a dwelling. Mr. Troyan said his take on the situation was that people were living in the other building and moved out, and the Prosecutor didn't feel it was a dwelling. Her opinion was if nobody was living there it was not a dwelling. Mr. Troyan said both he and Mr. Kitko didn't agree with that. Mr. Troyan emphasized that he did not want to discuss this without Mr. Kitko being there. Mr. Cavanagh added that the Township was successful in the court case, but the Prosecutor's Office doesn't seem to want to enforce. Mr. Davis clarified that this was a court case, not a BZA case, and the resident lost, and Mr. Cavanagh concurred. The resident was no longer there, and the Prosecutor's Office was not willing to take it any further. Mr. Troyan said they were happy that no one was living there, but they still have the issue of what happens down the road when they sell the property. Mr. Cavanagh noted it remained a viable dwelling, despite the fact that no one lives in it. Mr. Davis said he will do some research on it, as he does not like a lot of government overreach. Mr. Troyan noted he just wanted to have an idea of what this would cost, if they went through with this; that is why no action was being taken on this – it was informational at this point. Mr. Davis said he will find the court case, listed under MacWhinnie dispute.

Patio Bar & Grill - Mr. Troyan stated that the Trustees were going to send a letter to the owners of The Patio Bar & Grill, communicating to them that they had to comply with the original judgement entry. Mr. Troyan passed the letter to the Trustees, having them sign the letter.

Mr. Davis explained that he was not a Trustee in 2025, and he wanted to dig into this case because he wasn't part of the Board of Trustees when the owner of the property and owner of the business, The Patio Bar & Grill, came and presented their case to the Trustees. A discussion of approximately 35 minutes took place, regarding the Judgement Entry of Auburn Township and The Patio Bar & Grill and amending the Judgement Entry.

Mr. Davis said he did some homework and put together his thoughts in a document that he would share, regarding Geauga Case 12A000837 regarding KKR/Patio, listing what he thought would be a good compromise. He asked the Trustees if the letter they are sending is addressed to the right party, as the court case is with KKR, and Mr. Troyan noted they were sending it to Mr. Kuhnle's current address. Mr. Davis said what bothered him the most was Number 11 in the Judgement Entry, "The township retains jurisdiction to enforce the terms of this agreed judgment entry and shall have
the power to hold appellant in contempt for failure to comply with terms of this entry after proper notice and hearing." Mr. Davis felt there was definitely not a hearing from the defendant.

Mr. Davis asked resident Susan Shukaitis what compromises could be made, and he remembered her main concern was people were eating outside. Mrs. Shukaitis said she did not mind seeing anyone eat, but Mr. Davis knew the fence was not to be taken down and didn't understand why that was a problem with him. Mr. Davis brought up the safety aspect; as a Trustee, he wanted to verify thoughtful decisions were being made to enforce the terms of this case. He visited The Patio Bar & Grill and spoke to the owner (Ms. Maniglia) and asked for her side of things – he visited the establishment and also took supporting photos and measurements. Mr. Davis noted the north side of the building was most in question and felt that from a safety standpoint, allowing the patrons to see out at their vehicles or check on them from the patio when they dined, as well as allowing patrons or staff to have a better chance to intervene if a patron or staff member was in need of help entering or exiting the patio, which could include theft, assault, vandalism, etc. During the summer months, there were a lot of families who dine on the patio and their children play in the open grassy area to the west. The board on-board six-foot fence has been removed, said Mr. Davis.

Ms. Shukaitis said dining on the patio was never the intention of the patio being built; the patio was specifically built for smoking. Mr. Davis disagreed and said he was trying to focus on exactly what the judgement entry stated. Mr. Davis said he stood there on the Patio, and confirmed that Ms. Shukaitis lived to the west, and noted she was over a football field away, and it was his understanding there used to be trees there and Mr. Shukaitis concurred. Mr. Davis thought trees would be a good sound blocker and line of sight blocker for Ms. Shukaitis. He reported that Ms. Maniglia would not mind putting those trees up again, and Mr. Davis thought she would put up healthy white pines or something as a compromise standpoint.

Held

Mr. Davis noted that only Ms. Shukaitis and Mr. Bayus had complaints about The Patio Bar & Grill, he did not know of any other concerns – even the house to the north - and he wanted to be fair to the Patio Bar & Grill. Mr. Davis stated he asked her respectfully two weeks ago if there were compromises. Ms. Shukaitis stated that she and her husband talked to the landscapers who cut down the trees, and they stated the trees were being taken down because they wanted to do new landscaping, which was last year. Ms. Shukaitis said they still had all of the unfiltered noise and all of the people on the patio – and nothing was ever done to benefit anybody but The Patio Bar & Grill.

Mr. Davis continued to talk about how the original judgement entry could be amended, and felt he had the solution for Ms. Shukaitis, with trees being put up as a buffer from noise. He noted that a six-foot board-on-board fence would not let parents be able to watch their kids, and he did not like that. Ms. Shukaitis felt if patrons weren't dining outside, they would not have to worry about that. Mr. Davis said he was looking into dining and smoking; he was sticking to the facts as presented. Mr. Davis remembered that Mr. Phillips mentioned that a shorter fence may be better for safety, and he concurred. Mr. Davis read the current language regarding the fence with KKR, and they agreed to erect a six-foot high, board-on-board fence and to maintain it in good condition. After speaking with Ms. Maniglia, Mr. Davis proposed a draft that wasn't official - that KKR agrees to erect/maintain a minimum height fence of 42 inches. Mr. Davis chose 42 inches because commercial fences are required to be at 42 inches, and that is the fence they currently have. He would also add the tree buffer for line of sight and noise reduction on the west property line. Mr. Davis felt that was a better compromise for Ms. Shukaitis.

Ms. Shukaitis asked Mr. Davis what he would do about the noise from the bands, and Mr. Davis gave Ms. Shukaitis a copy of his proposal, which included a portion of the judgement entry which read "KKR shall not permit the performance of live music upon the patio addition in order to minimize noise in this residentially zoned neighborhood. KKR Inc. agrees to restrict the playing of music via stereo speakers or any other electronic or battery-operated device as follows, no later than 8 p.m. on weekdays and no later than 10 p.m. on weekends in order to minimize the noise in this residentially zoned neighborhood." Mr. Davis said that entry did not make sense to him, and he did not see restricting live music on the Patio near the open garage doors being fair to the Patio, as they have been in business longer than all but one of the establishments in the Historic Art District on 44 East Washington. Mr. Davis stated he thought it was fair to extend weekday-only music to 9:00 p.m. from May 1st through September 1st, since it's still mainly daylight outside. Mr. Davis noted that at his residence he can clearly hear the songs from East Washington Street, half a mile away. Mr. Davis understood that building (the Patio Bar & Grill) to have been around since 1945.

Ms. Shukaitis asked who gave permission for the garage door (roll up), after they were granted permission for a smoking deck. Three different court cases specified that a garage door was allowed to be put in.

Mr. Davis made a flow chart depicting how the steps would be to amend or modify a Judgement Entry and instead of making a motion tonight, he thought it would be fair to have KKR and Ms. Maniglia come back and present their facts to the Board of Trustees. Then, Mr. Davis said he would make a motion to amend the Judgement Entry.

Mr. Cavanagh observed that KKR will be sent a notice of violation, because it will eventually require them to come in, and they would not be able to settle anything tonight. The parties in the Judgement Entry, the Auburn Township Board of Trustees and the ownership of The Patio Bar and Grill are the ones that are going to settle it. Then, they would make an amendment to the Judgment Entry, should there be one. That would be followed by an ORC required public hearing after that, where the details would have to be gone over before it would be voted on and accepted. Mr. Troyan noted that after the letter was sent, maybe they would put the fence back up and it would be over. Mr. Phillips said he personally thought the tree barrier would block the noise better than a fence wall. Ms. Shukaitis said the fence being up was helpful, the tree barrier they had was helpful, then the fence and the trees went down, and then people were on the deck eating. Ms. Shukaitis added what was there when the judgement entry was adhered to – it worked well. Mr. Davis remarked that the business model changed, and he thought it was worth looking into. He remembered when it was a pool table and they had no food, just peanuts and chips. Ms. Shukaitis noted they always had food there for a long, long time – Mike and Marion had food there.

Mr. Davis viewed The Patio Bar & Grill as a good thing, noting they brought a lot of business into Auburn Township, with a lot of people from Bainbridge coming there with their families and eating. Ms. Shukaitis asked Mr. Davis if he let his children go outside and play in their yard, in any restaurant he visits. Mr. Davis said he would, as they are outside as much as

possible and explore all of the parks. Ms. Shukaitis noted the Patio Bar & Grill was not a park. He said he would be comfortable allowing his son to play in a grassy area with other children, but he would like to see them.

Mr. Davis proceeded to show pictures on the large TV screen - of pictures he had taken from The Patio Bar and Grill from different angles, from the west side of the property, and the fence in question. Mr. Davis emphasized that Ms. Maniglia said she wanted to do landscaping and does not mind planting trees on that line, but they definitely would not do that if the Judgement Entry was not amended. Ms. Shukaitis asked who was responsible for replanting the trees, KKR or Ms. Maniglia. Mr. Davis replied that no one is responsible to replant it. Ms. Shukaitis asked who was responsible for doing the fence and Mr. Davis said it was his understanding it was Ms. Maniglia, who, based on what he has heard was not aware of the Judgement Entry. Ms. Shukaitis said she found that hard to believe. Mr. Troyan said they did it in violation of the original agreement, so whether or not they knew it or not - it didn't matter. It should not have been done, and the fence should be put back up, which is stated in the letter from the Trustees to KKR.

Ms. Shukaitis asked what the ordinance was for noise and Mr. Davis said he believed noise is not enforceable in a residential area. Mr. Troyan said that was correct – the only noise ordinance was between business and residential, and since this was a residential, it was unapplicable. Ms. Shukaitis questioned if The Patio could be as loud as they wanted, and Mr. Cavanagh said Zoning was limited as to what they can address and noted disturbing the peace can go through the Sherrif's office, and the County Sheriff would enforce that. Mr. Troyan noted lawnmowers have high decibel levels and legally someone could be shooting their semi-automatic weapons right next to your property line; it was all legal. Mr. Davis added the someone could shoot at night; they could shoot 24 hours a day. Ms. Shukaitis questioned if that would be disrespectful to your neighbors and Mr. Davis replied he was a property rights guy and he was proud of that. He liked freedoms, that is why he lives in a Township. He noted HOA's, Cities, Villages all have lots of laws, if you like laws. In his opinion, it was a beautiful thing that you can go to a Township and get away from all of that control and overreach. He added if the Patio cut off their music at 8:00 p.m., her neighbor to the west, north or south can literally shoot their gun nonstop through the middle of the night. Ms. Shukaitis noted they have never had a problem like that in 38 years.

Mr. Troyan pointed out it was almost 9:00 p.m., and there was still a whole agenda to go through. This topic could go back and forth for days, but what they did say is the letter will be sent to KKR, and whether Mr. Davis wanted to sign the letter or not was up to him. The letter was being sent because it was a decision they made two meetings ago. Mr. Davis said his understanding of how to amend, before signing the letter – he wanted to make a motion to send this draft language he proposed. Mr. Troyan said they were not at that point, and Mr. Cavanagh concurred. If KKR and Ms. Maniglia came to the Board of Trustees after they received the letter and approach them, then it can be brought up – it was not up to the Trustees to ask them to do an amendment, because legally, following the letter is what they have to do. Mr. Cavanagh remembered that the Prosecutor's office was involved with the original KKR agreement, as was their attorney. Their attorney was David Ondrey, who is the retiring judge.

Motion made by Riley Davis to send the proposed language to the Prosecutor's office.

Discussion: Ms. Shukaitis asked why he would do that right now, as he was just told to follow the protocol. Mr. Davis said he wasn't a part of 2025, and he spoke with the owner so he could do his proper notice and hearing and understand these thoughts. **Mr. Troyan wanted to follow this process the right way and said let the record show that the motion died for a lack of a second. The motion died.**

NEW BUSINESS:

2026 NOPEC Energizing Grant-Update Grant Representative (replace Nancy) – Mr. Troyan explained that since Ms. Dolezal was the Grant Representative for NOPEC, and she will be leaving, a new person needs to be assigned. Mr. Troyan suggested Mr. Matsko would be a logical person to take this job, and Mr. Matsko suggested Mr. Troyan be the NOPEC representative.

Motion made by Riley Davis for Michael S. Troyan to be the NOPEC Energizing Grant Representative.

Discussion: Mr. Cavanagh pointed out that they have done certain representatives, for example, to the Health District, the Chairman of the Trustees is the representative, and the alternate is the Vice Chairman of the Trustees. Mr. Troyan said they can do that.

Motion made by Patrick J. Cavanagh, seconded by Riley Davis, that the 2026 NOPEC Energizing Grant representative is Chairman Michael S. Troyan and the alternate is the Vice Chairman, Riley Davis.

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

Proposed final re-plat for Maple Ridge Subdivision - from the Geauga County Planning Commission. Mr. Cavanagh explained that documents were sent to the Trustees as a courtesy because it involved a sub-division, no action was needed.

Geauga County Engineer's address recommendation - Mr. Cavanagh didn't recall ever having objected to an engineer's address assignment. The Engineer recommended address 12340 Regal Place for parcel #01-118532.

Motion made by Partick J. Cavanagh, seconded by Riley Davis, to accept the recommendation from the Geauga County Engineer, - the address 12340 Regal Place for parcel number 01-118532.

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

Resolution 2026 - 2 - Mr. Cavanagh read the Resolution of Convenience and Necessity for the improvement of various roads – the asphalt resurfacing program. The roads will include Derbyshire Lane, Colchester Drive, Lancaster Drive, White Oak Drive, Chickasay Lane, Auburndale Drive, Eastwood Drive, Saybrook Lane, Downey Glen Trail and Normandy Lane. Mr. Cavanagh noted the vote must be unanimous.

Motion made by Patrick J. Cavanagh, seconded by Michael S. Troyan, to adopt Resolution 2026-02.

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

Resolution 2026 - 3 – Resolution to Order the Asphalt Resurfacing of Various Roads – this resolution includes the roads listed in 2026 – 02. Mr. Cavanagh noted that the Engineer's have completed the specs and the Board of Trustees have reviewed the bid documents. Bids shall be received until 10:00 a.m. on April 3, 2026, and will be read publicly on April 3, 2026, at 10:05 a.m., at the County Engineer's Office.

Motion made by Patrick J. Cavanagh, seconded by Michael S. Troyan, to adopt Resolution 2026-03.

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

Resolution 2026 – 4 – Permanent Appropriations for Fiscal Year 2026. Mr. Matsko read the resolution, and went over the funds in the different accounts, to provide for the current expenses and other expenditures of the Board of Trustees during the fiscal year ending December 31, 2026.

Motion made by Michael S. Troyan, seconded by Riley Davis, to adopt Resolution 2026-04.

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

Mr. Matsko reported that he learned about a company from attending the OTA Conference in Columbus earlier in the year, that will look at all of the assets of a Township, as well as roads, buildings, vehicles, etc. They look at the extended life of those assets, then determine exactly how much the Township would need to reserve per year and build up in the general fund to maintain a certain balance to meet those expenditures in the future. Mr. Matsko thought they could have a reserve fund in the general fund, maybe two reserve funds in the road and bridge fund – one being for roads and one being for vehicles. The fire department could also be included, because of their equipment needs – especially fire trucks. Mr. Matsko would like to see what they would charge to do that study for Auburn Township. Mr. Troyan thought it was a good idea. Mr. Cavanagh noted he has already been on record that reserve funds are a great idea. Mr. Cavanagh asked if they base this on the Township budget or Inventory. Mr. Matsko said inventory. Mr. Troyan would like to get them in, take a look and see what the costs are.

Mr. Matsko also wanted some type of human resource outfit to write policies, procedures and work instructions for all of the departments. He believed the Township to be in dire need of it, being without it for over 20 years. Mr. Matsko brought up the cemetery and how they have had issues with how things should be handled. A cemetery report, and all of the records were received yesterday, Mr. Matsko said, and noted there was not a policy on how the Township transfers cemetery plots. There was discussion with the Trustees and Mr. Matsko about the transfer of deeds, if there should be a fee if sold back to the Township, etc., but there is nothing documented, no written procedures. Mr. Troyan agreed with that idea.

Mr. Troyan addressed the subject of job descriptions and said he had been working on that with Ms. Dolezal. After looking at job descriptions from other Townships, he observed that they were all over the board. Some were so generic they were meaningless, and some were ridiculous with how far they went. He thought a professional could help them come up with real job descriptions, to help them with descriptions that were too much or not enough. Mr. Matsko clarified that he will look for someone experienced in writing work instructions and job descriptions. Mr. Cavanagh concurred, asking for someone who could perform this task for small to medium Townships. Mr. Matsko and Mr. Cavanagh concurred. Mr. Davis thought it was a really good idea. Mr. Davis added that task can be taken of the list from OTARMA, and Mr. Cavanagh pointed out those were suggestions from OTARMA, but it is ultimately up to the Board of Trustees. Mr. Cavanagh pointed out an example of job descriptions in the service department – employees do everything from changing filters, to plowing snow, to dragging hoses to driving $4million trucks, and anything in between. Mr. Troyan noted their jobs are to do basically everything, included, but not limited to. Mr. Davis said this was a very good direction to go, as some guidelines were critical versus trying to justify not having them when the state insurance agency recommended them.

Mr. Cavanagh added the road package that is going out to bid was in the amount of $1,225.000.00, and they will find out on April 3, 2026, the results.

Mr. Cavanagh reported that after hearing countless times about policies and procedures that Mr. Matsko's assistant was approved by the Board of Trustees to work between 10 to 15 hours per week. The Board of Trustees was obligated to provide the Fiscal Officer with what he needed, and thought they needed to adjust the current situation. Mr. Matsko pointed out that the Trustees approved that salary of $23,000, an average of 15 hours per week. Mr. Troyan said those hours could be increased, and Mr. Matsko said the assistant didn't want more hours. Mr. Matsko explained that the hours never went over budget – the hours averaged out. Some weeks there were more hours worked, and some weeks less hours worked. Mr. Cavanagh said his concern was for the Fiscal Office and its efficiency. Mr. Davis thought they could motion to adjust the hours to be higher, and if the hours went over, they would be covered. If the Fiscal Office was comfortable with the number, Mr. Troyan didn't think anything needed to be changed, and if more hours were needed, let the Trustees know.

Kenston Community Education Board Member Bob Ford turned in his resignation, and Mr. Cavanagh shared how Mr. Ford has gone over and above in doing that job and thanked him for his many years of service. He noted the survival of their baseball program had a lot to do with Mr. Ford fixing up the fields. The KCE board was comprised of 9 people. Discussion took place about how best to advertise for that job, and the Trustees decided to post the job on the Township website and social media. The position is not a paid job. Mr. Cavanagh stated the Township gives the KCE $5000 annually.

Cemetery Sexton Michael Ludwig resigned, and Mr. Cavanagh read his resignation letter, with his resignation date being March 15, 2026.

Motion made by Patrick J. Cavanagh, seconded by Riley Davis, to accept the letter of resignation from Michael Ludwig, and thanked him for his years of service.

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

Mr. Cavanagh explained the intention was to get someone more local and available in the Township for the job of Cemetery Sexton, and noted that Mark Sturm, who has been employed in the Service Department of Auburn Township for almost 20 years, indicated he would fill the job on an interim basis, and gave the Township a letter of interest.

Motion made by Patrick J. Cavanagh, seconded by Riley Davis, to appoint Mark Sturm to the position of interim Cemetery Sexton.

Held

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

Motion made by Patrick J. Cavanagh, seconded by Michael Troyan, to continue the compensation of the salary of $444 per month to the interim Cemetery Sexton.
VOTE: Cavanagh, yes; Davis, yes; Troyan, yes. The motion PASSED.

Since the payroll was today, March 16, 2026, Mr. Matsko said payroll would be processed tomorrow, until after this vote by the Trustees. Michael Ludwig will be paid $222 for March 2026, and Mark Sturm will also be paid $222 for March 2026, for a total of $444. Mr. Matsko recommended a receipt book for the Cemetery Sexton and Mr. Troyan concurred. Mr. Matsko said the Fiscal Office will provide whatever help Mr. Sturm needs.

Mr. Matsko reported that they will be talking to the county to give them whatever records they need to get started with the new cemetery software. A discussion ensued regarding the Crypt Keeper software used by Mr. Ludwig. Mr. Ludwig still had the controlling username and password and could still make changes, which was on his personal computer – and it was non-transferable. Mr. Davis had read only access to the software. Mr. Davis reported that he was pretty good at using Crypt Keeper software, he was able to pull deeds, purchase dates, internments, etc. He also figured out a way to export the files to Excel. Mr. Troyan thought the Township should contact Crypt Keeper and purchase a user license – it was not that expensive. Mr. Davis said he would take on that task and get in touch with their customer service.

Mr. Cavanagh reported that Mr. Ludwig returned two boxes (flash drive taped onto the lid in one of the boxes) and maps of Auburn Township cemetery records.

Mr. Troyan read save the dates, noting changes in the dates for large item drop off day, it should be June 6, 2026. June 4 and June 5, 2026, will be the Senior large item trash event.

ADJOURNMENT:

Motion made by Michael S. Troyan and seconded by Patrick J. Cavanagh to adjourn the meeting. The meeting was adjourned at 9:40 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

APRIL 20, 2026
Date

BOARD OF TRUSTEES MEETING AGENDA
Monday, March 16, 2026

Est. 1817
AUBURN
TOWNSHIP

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

PLEDGE OF ALLEGIANCE

GUESTS: Don Rice, Metzenbaum Center
Auburn Boy Scout Troop #101

MINUTE APPROVAL: Regular Meeting 03/02/2026

SCHEDULED REPORTS:
- Chief John Philips, Fire Prevention Officer

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

OLD BUSINESS:
- Patio Bar & Grill
- Second Dwellings
- NOPEC Energizing Grant ($14,369.00)

NEW BUSINESS:
- Geauga County Planning Commission / Proposed final re-plat for Maple Ridge Subdivision (no action needed)
- **Accept/Deny** Geauga County Engineers' address recommendation (12340 Regal Place) for parcel #01-118532
- **Resolution 2026-02** Resolution of Convenience & Necessity for the Improvement of Various Roads in Auburn Township to include Derbyshire Lane, Colchester Dr., Lancaster Dr., White Oak Dr., Chickasay Lane, Auburndale Dr., Eastwood Dr., Saybrook Lane, Downey Glen Trail, and Normandy Lane.
- **Resolution 2026-03** Resolution to Order the Asphalt Resurfacing of Various Roads in Auburn Township to include Derbyshire Lane, Colchester Dr., Lancaster Dr., White Oak Dr., Chickasay Lane, Auburndale Dr., Eastwood Dr., Saybrook Lane, Downey Glen Trail, and Normandy Lane.
- **Resolution 2026-04** Permanent Appropriations for Fiscal Year 2026
- **Roadside Litter Pick-up Event** –04/25/2026 (weekend after Earth Day)
- **2026 Scrap Tire Grant Award** - $4,409.00 / Geauga-Trumbull Solid Waste Management
- **2026 NOPEC Energizing Grant** / Update Grant Representative (replace Nancy)
- KCE Representative / Bob Ford's resignation

SAVE THE DATE:

04/06/26 - Board of Trustees Regular Meeting / 7:00PM / Administration building
04/09/26 - Zoning Commission / 7:00PM / Administration building
04/14/26 - Board of Zoning Appeals / 7:00PM / Administration building
04/20/26 - Board of Trustees Regular Meeting / 7:00PM / Administration building
04/25/26 - Roadside Litter Pick-Up EVENT / 8:00AM meet at the Service Garage for assignments and supplies / Join the Trustees at noon for grilled hot dogs, snacks & beverages!
05/05/26 – VOTE / Adam Hall, 11455 Washington Street / 6:30am – 7:30pm
05/25/26 – Memorial Day EVENT - 8:45am Mapleshade; 9:00am Adam Hall; 10:00am Shady Side
05/04 & 05/05/26 Senior Trash Large Item Trash EVENT – MUST PRE-REGISTER @ 440-279-2130
05/06/26 – Large Trash Item Drop-Off EVENT

AUBURN TOWNSHIP

Auburn Township Board of Trustees
Meeting Attendance Sheet

MAR 16 REC'D

AUBURN TOWNSHIP

Please Sign In

	Print Name	Resident	Non-Resident
1.	Jim Pembeerton	✓	
2.	Joueses	✓	
3.	[signature]	✓	
4.	Deb Standley	✓	
5.	Jeff Renner	✓	
6.	Sawyer Scharver	✓	
7.	Matt Scharver	✓	
8.	Patti Phillips		
9.	Elijah Haller		✓
10.			
11.			
12.			
13.			
14.			

FISCAL OFFICER REPORT MARCH 16, 2026

Fiscal Officer Dan Matsko presented the payment listing for payments processed since MARCH 2, 2025.

PAYMENT LISTING

• 10 ELECTRONIC PAYMENTS PROCESSED:	$ 29,027.76
• 17 WARRANTS PROCESSED:	$ 12,105.04
TOTAL:	$ 41,132.80

Fiscal Officer Dan Matsko presented the FEBRUARY Bank Reconciliation and savings account balances.

SAVINGS ACCOUNTS AS OF FEBRUARY 28, 2026

• PRIMARY CHECKING ACCOUNT BALANCE:	$ 1,131,320.05
• STAR OHIO BALANCE:	$ 2,041,201.05
TOTAL:	$ 3,172,521.10

Dan Matsko 3/16/24

Dan Matsko

AUBURN TOWNSHIP, GEAUGA COUNTY

Payment Listing

3/3/2026 to 3/31/2026

3/16/2026 6:29:31 PM
UAN v2026.1

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
52-2026	03/04/2026	03/08/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$122.61	O
53-2026	03/04/2026	03/08/2026	CH	SUN LIFE FINANCIAL	$167.48	O
54-2026	03/05/2026	03/08/2026	CH	AHOLA CORPORATION	$19,343.95	O
55-2026	03/05/2026	03/08/2026	CH	OHIO DEFFERRED COMPENSATION	$1,400.00	O
56-2026	03/10/2026	03/16/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$184.13	O
57-2026	03/09/2026	03/16/2026	CH	DELTA DENTAL	$697.05	O
58-2026	03/09/2026	03/16/2026	CH	ENBRIDGE GAS OHIO	$3,609.18	O
59-2026	03/10/2026	03/16/2026	CH	BESTCO HARTFORD	$3,183.36	O
60-2026	03/10/2026	03/16/2026	CH	MIDDLEFIELD BANKING COMPANY	$100.00	O
61-2026	03/16/2026	03/16/2026	CH	VISION SERVICE PLAN - (OH)	$220.00	O
9149	03/16/2026	03/16/2026	AW	KINETICO QUALITY WATER SYSTEMS	$48.40	O
9150	03/16/2026	03/16/2026	AW	WINTER EQUIPMENT	$2,707.13	O
9151	03/16/2026	03/16/2026	AW	NEWBURY AUTO PARTS,INC.	$136.09	O
9152	03/16/2026	03/16/2026	AW	Great American Awards	$62.50	O
9153	03/16/2026	03/16/2026	AW	SEDGWICK	$1,680.00	O
9154	03/16/2026	03/16/2026	AW	DANIEL MATSKO	$405.80	O
9155	03/16/2026	03/16/2026	AW	MATTHEW BLOWERS	$580.00	O
9156	03/16/2026	03/16/2026	AW	NATALIE DOLEZAL	$255.00	O
9157	03/16/2026	03/16/2026	AW	KARLOVEC MEDIA GROUP	$86.00	O
9158	03/16/2026	03/16/2026	AW	Buckeye Power Sales Co., Inc.	$575.00	O
9159	03/16/2026	03/16/2026	AW	Dex Imaging, LLC	$394.90	O
9160	03/16/2026	03/16/2026	AW	21st Century Media-Ohio	$231.15	O
9161	03/16/2026	03/16/2026	AW	GEAUGA COUNTY TOWNSHIP ASSOCIATI(	$245.00	O
9162	03/16/2026	03/16/2026	AW	GEAUGA BOARD OF MENTAL HEALTH & RI	$120.00	O
9163	03/16/2026	03/16/2026	AW	GILLMORE SECURITY SYSTEMS,INC.	$2,039.83	O
9164	03/16/2026	03/16/2026	AW	CARTER LUMBER	$1,038.24	O
9165	03/16/2026	03/16/2026	AW	J & A GENERAL CONSTRUCTION	$1,500.00	O
				Total Payments:	$41,132.80	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$41,132.80	

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.

Alan Matzke 3/16/26

AUBURN TOWNSHIP, GEAUGA COUNTY

Bank Reconciliation

Reconciled Date 2/28/2026

Posted 3/5/2026 3:48:58 PM

Prior UAN Balance:		$2,358,419.98
Receipts:	+	$1,000,921.49
Payments:	-	$190,324.86
Adjustments:	+	$0.00
Current UAN Balance as of 02/28/2026:		$3,169,016.61
Other Adjusting Factors:	+	$0.00
Adjusted UAN Balance as of 02/28/2026:		$3,169,016.61
Entered Bank Balances as of 02/28/2026:		$3,172,521.10
Deposits in Transit:	+	$0.00
Outstanding Payments:	-	$3,504.49
Outstanding Adjustments:	+	$0.00
Other Adjusting Factors:	+	$0.00
Adjusted Bank Balances as of 02/28/2026:		$3,169,016.61

Balances Reconciled

Governing Board Signatures

There are no outstanding receipts as of 02/28/2026.

There are no outstanding adjustments as of 02/28/2026.

Dan Mutchler 3/16/26

Bank Balances

Reconciled Date 2/28/2026

Posted 3/5/2026 3:48:58 PM

Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY		$323,600.72	$1,137,251.84	$1,131,320.05	-$5,931.79
Investment	STARPLUS		$2,035,269.26	$2,035,269.26	$2,041,201.05	$5,931.79
		Total:	$2,358,869.98	$3,172,521.10	$3,172,521.10	$0.00

AUBURN TOWNSHIP, GEAUGA COUNTY

Outstanding Payments

Reconciled Date 2/28/2026

Posted 3/5/2026 3:48:58 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Warrant	8831	07/07/2025	CHARLES McBRIDE	$150.00
PRIMARY	Warrant	9130	02/16/2026	EAB TRUCK SERVICE	$3,114.49
PRIMARY	Warrant	9133	02/25/2026	CASH	$240.00
					$3,504.49

RESOLUTION 2026-04
FOR PERMANENT APPROPRIATIONS
FOR FISCAL YEAR 2026

The **Board of Trustees of Auburn Township**, Geauga County, Ohio met in regular session on the 16th day of MARCH 2026:

Present Were:

MICHAEL S. TROYAN

RILEY M. DAVIS

PATRICK J. CAVANAGH

MICHAEL S. TROYAN moved for the adoption of the following resolution:

BE IT RESOLVED by the Board of Trustees of Auburn Township, Geauga County, Ohio that to provide for the current expenses and other expenditures of said board of Trustees during the fiscal year ending December 31, 2026, the following sums are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year as shown on the attached spreadsheets and totaling $5,789,588.88

Riley M. DAVIS seconded the resolution and the roll being called upon its adoption the vote resulted as follows:

Michael S. Troyan voted Y

Riley M. Davis voted Y

Patrick J. Cavanagh voted Y

Adopted this 16th day of MARCH 2026

Daniel J. Matsko

Daniel J. Matsko, Fiscal Officer

2026 AUBURN TOWNSHIP PERMANENT APPROPRIATIONS
MARCH 16, 2026

FUND	PERM APPROPRIATION	
GENERAL FUND	$ 1,101,733.60	
SPECIAL REVENUE FUNDS:		
2011 MOTOR VEHICLE LICENSE	$ 52,865.00	
2021 GASOLINE TAX	$ 271,000.00	
2031 ROAD AND BRIDGE	$ 2,262,736.92	
2041 CEMETERY	$ 29,100.50	
2191 FIRE LEVY	$ 1,557,502.64	
2231 PERMISSIVE MOTOR VEHICLE	$ 50,000.00	
2901 MUSEUM	$ 25,000.00	
DEBT SERVICE FUNDS		
3101 DEBT PRINCIPAL ROAD	$ 79,000.00	
3101 DEBT INTEREST ROAD	$ 23,488.00	
3101 DEBT PRINCIPAL FIRE	$ 91,000.00	
3101 DEBT INTEREST FIRE	$ 28,064.00	$ 221,552.00
CAPITAL PROJECT FUNDS		
4901 Property Acquisition/Imp	$ 80,000.00	
4902 Auburn Community Park	$ 1,655.22	
4903 ROAD DEPT VEHICLE	$ 136,443.00	
TOTAL ALL FUNDS	$ 5,789,588.88	
TRUSTEES:		
	3-16-26	
Michael S. Troyan	DATE: 3-16-2026	
	3-16-26	
Riley M. Davis	DATE: 3-16-2026	
	3-16-26	
Patrick J. Cavanagh	DATE: 3-16-2026	
Fiscal Officer:		
	3/16/26	
Dan Matsko	DATE: 3-16-2026	

Appropriation Budget

By Fund
As Of 3/18/2026

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
Fund Category: General					
Fund: General					
1000-110-111-0000	D	Salaries - Trustees	$0.00	$0.00	$62,082.00
1000-110-121-0000	D	Salary - Township Fiscal Officer	$0.00	$0.00	$30,851.00
1000-110-122-0000	D	Salaries - Township Fiscal Officer's Staff	$0.00	$0.00	$23,000.00
1000-110-131-0000	D	Salary - Administrator	$0.00	$0.00	$66,080.00
1000-110-211-0000	D	Ohio Public Employees Retirement System	$0.00	$0.00	$25,480.00
1000-110-213-0000	D	Medicare	$0.00	$0.00	$2,640.00
1000-110-221-0000		Medical/Hospitalization	$0.00	$0.00	$90,000.00
1000-110-222-0000		Life Insurance	$0.00	$0.00	$400.00
1000-110-223-0000		Dental Insurance	$0.00	$0.00	$4,000.00
1000-110-224-0000		Vision Insurance	$0.00	$0.00	$1,400.00
1000-110-228-0000	D	Health Care Reimbursement	$0.00	$0.00	$29,700.00
1000-110-230-0000	D	Workers' Compensation	$0.00	$0.00	$9,720.00
1000-110-240-0000	D	Unemployment Compensation	$0.00	$0.00	$200.00
1000-110-290-0000		Other - Employee Fringe Benefits	$0.00	$0.00	$600.00
1000-110-312-0000		Auditing Services	$0.00	$0.00	$11,700.00
1000-110-313-0000		Uniform Accounting Network Fees	$0.00	$0.00	$5,200.00
1000-110-314-0000	D	Tax Collection Fees	$0.00	$0.00	$9,000.00
1000-110-315-0000	D	Election Expenses	$0.00	$0.00	$500.00
1000-110-318-0000		Training Services	$0.00	$0.00	$5,000.00
1000-110-319-0000		Other - Professional and Technical Services	$0.00	$0.00	$50,000.00
1000-110-330-0000		Travel and Meeting Expense	$0.00	$0.00	$8,000.00
1000-110-342-0000		Postage	$0.00	$0.00	$1,000.00
1000-110-345-0000		Advertising	$0.00	$0.00	$2,000.00

Report reflects selected information.

Appropriation Budget

By Fund

As Of 3/18/2026

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
1000-110-360-0000		Contracted Services	$0.00	$0.00	$3,000.00
1000-110-360-0110		Contracted Services{AHOLA}	$0.00	$0.00	$1,739.00
1000-110-360-0120		Contracted Services{DEX IMAGING}	$0.00	$0.00	$3,000.00
1000-110-360-0130		Contracted Services{GEAUGA ADP}	$0.00	$0.00	$20,000.00
1000-110-360-0140		Contracted Services{GILLMORE SECURITIES}	$0.00	$0.00	$1,133.00
1000-110-381-0000		Property Insurance Premiums	$0.00	$0.00	$1,650.00
1000-110-382-0000		Liability Insurance Premiums	$0.00	$0.00	$8,850.00
1000-110-410-0000		Office Supplies	$0.00	$0.00	$2,000.00
1000-110-519-0000		Other - Dues and Fees	$0.00	$0.00	$5,500.00
1000-110-520-0000		Compensation and Damages	$0.00	$0.00	$2,000.00
1000-110-591-0000		Contributions to Other Organizations	$0.00	$0.00	$15,000.00
1000-110-599-0000		Other - Other Expenses	$0.00	$0.00	$27,800.00
1000-110-599-0001		Other - Other Expenses{BANK FEES}	$0.00	$0.00	$1,200.00
1000-120-323-0000		Repairs and Maintenance	$0.00	$0.00	$15,000.00
1000-120-341-0000		Telephone	$0.00	$0.00	$4,500.00
1000-120-351-0000		Electricity	$0.00	$0.00	$4,500.00
1000-120-353-0000		Natural Gas	$0.00	$0.00	$3,500.00
1000-120-360-0000		Contracted Services	$0.00	$0.00	$25,000.00
1000-120-420-0000		Operating Supplies	$0.00	$0.00	$3,000.00
1000-130-150-0000	D	Compensation of Board and Commission Members	$0.00	$0.00	$9,000.00
1000-130-190-0000	D	Other - Salaries	$0.00	$0.00	$110,732.00
1000-130-211-0000	D	Ohio Public Employees Retirement System	$0.00	$0.00	$15,502.00
1000-130-212-0000	D	Social Security	$0.00	$0.00	$558.00
1000-130-213-0000	D	Medicare	$0.00	$0.00	$1,737.00
1000-130-221-0000		Medical/Hospitalization	$0.00	$0.00	$8,000.00
1000-130-222-0000		Life Insurance	$0.00	$0.00	$600.00

Report reflects selected information.

Appropriation Budget

By Fund

As Of 3/18/2026

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
1000-130-223-0000		Dental Insurance	$0.00	$0.00	$450.00
1000-130-224-0000		Vision Insurance	$0.00	$0.00	$150.00
1000-130-228-0000	D	Health Care Reimbursement	$0.00	$0.00	$3,300.00
1000-130-290-0000		Other - Employee Fringe Benefits	$0.00	$0.00	$1,200.00
1000-130-341-0000		Telephone	$0.00	$0.00	$1,500.00
1000-130-345-0000		Advertising	$0.00	$0.00	$2,500.00
1000-130-360-0000		Contracted Services	$0.00	$0.00	$5,000.00
1000-130-410-0000		Office Supplies	$0.00	$0.00	$2,000.00
1000-130-599-0000		Other - Other Expenses	$0.00	$0.00	$1,000.00
1000-310-360-0000		Contracted Services	$0.00	$0.00	$9,300.00
1000-410-420-0000		Operating Supplies	$0.00	$0.00	$1,000.00
1000-690-321-0000		Rents and Leases	$0.00	$0.00	$2,000.00
1000-690-323-0000		Repairs and Maintenance	$0.00	$0.00	$21,000.00
1000-690-341-0000		Telephone	$0.00	$0.00	$1,500.00
1000-690-351-0000		Electricity	$0.00	$0.00	$11,000.00
1000-690-352-0000		Water and Sewage	$0.00	$0.00	$1,000.00
1000-690-353-0000		Natural Gas	$0.00	$0.00	$3,000.00
1000-690-360-0000		Contracted Services	$0.00	$0.00	$35,000.00
1000-690-360-0101		Contracted Services{NOPEC GRANTS}	$0.00	$0.00	$5,000.00
1000-690-360-0140		Contracted Services{GILLMORE SECURITIES}	$0.00	$0.00	$1,141.00
1000-690-381-0000		Property Insurance Premiums	$0.00	$0.00	$2,800.00
1000-690-420-0000		Operating Supplies	$0.00	$0.00	$750.00
1000-760-730-0000		Improvement of Sites	$0.00	$0.00	$225,000.00
1000-930-930-0000		Contingencies	$0.00	$0.00	$32,088.60
		General Fund Total:	$0.00	$0.00	$1,101,733.60
		General Fund Group Total:	$0.00	$0.00	$1,101,733.60

Report reflects selected information.

Appropriation Budget

By Fund
As Of 3/18/2026

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
Fund Category: Special Revenue					
Fund: Motor Vehicle License Tax					
2011-330-360-0000		Contracted Services	$0.00	$0.00	$1,200.00
2011-330-360-0110		Contracted Services{AHOLA}	$0.00	$0.00	$1,665.00
2011-330-420-0000		Operating Supplies	$0.00	$0.00	$50,000.00
		Motor Vehicle License Tax Fund Total:	$0.00	$0.00	$52,865.00
Fund: Gasoline Tax					
2021-330-190-0000	D	Other - Salaries	$0.00	$0.00	$61,000.00
2021-330-420-0000		Operating Supplies	$0.00	$0.00	$150,000.00
2021-910-910-0000	D	Transfers - Out	$0.00	$0.00	$60,000.00
		Gasoline Tax Fund Total:	$0.00	$0.00	$271,000.00
Fund: Road and Bridge					
2031-330-190-0000	D	Other - Salaries	$0.00	$0.00	$289,000.00
2031-330-211-0000	D	Ohio Public Employees Retirement System	$0.00	$0.00	$49,067.00
2031-330-213-0000	D	Medicare	$0.00	$0.00	$5,075.00
2031-330-221-0000		Medical/Hospitalization	$0.00	$0.00	$160,000.00
2031-330-222-0000		Life Insurance	$0.00	$0.00	$1,500.00
2031-330-223-0000		Dental Insurance	$0.00	$0.00	$5,000.00
2031-330-224-0000		Vision Insurance	$0.00	$0.00	$1,500.00
2031-330-228-0000	D	Health Care Reimbursement	$0.00	$0.00	$29,700.00
2031-330-230-0000	D	Workers' Compensation	$0.00	$0.00	$1,800.00
2031-330-290-0000		Other - Employee Fringe Benefits	$0.00	$0.00	$3,000.00
2031-330-314-0000	D	Tax Collection Fees	$0.00	$0.00	$20,000.00
2031-330-323-0000		Repairs and Maintenance	$0.00	$0.00	$100,000.00

Appropriation Budget

By Fund
As Of 3/18/2026

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
2031-330-330-0000		Travel and Meeting Expense	$0.00	$0.00	$6,000.00
2031-330-341-0000		Telephone	$0.00	$0.00	$4,500.00
2031-330-345-0000		Advertising	$0.00	$0.00	$300.00
2031-330-351-0000		Electricity	$0.00	$0.00	$17,000.00
2031-330-353-0000		Natural Gas	$0.00	$0.00	$7,000.00
2031-330-360-0000		Contracted Services	$0.00	$0.00	$1,250,000.00
2031-330-381-0000		Property Insurance Premiums	$0.00	$0.00	$33,000.00
2031-330-382-0000		Liability Insurance Premiums	$0.00	$0.00	$8,850.00
2031-330-420-0000		Operating Supplies	$0.00	$0.00	$40,000.00
2031-330-430-0000		Small Tools and Minor Equipment	$0.00	$0.00	$5,000.00
2031-330-599-0000		Other - Other Expenses	$0.00	$0.00	$10,000.00
2031-760-740-0000		Machinery, Equipment and Furniture	$0.00	$0.00	$150,000.00
2031-930-930-0000		Contingencies	$0.00	$0.00	$65,444.92
		Road and Bridge Fund Total:	$0.00	$0.00	$2,262,736.92
Fund: Cemetery					
2041-410-190-0000	D	Other - Salaries	$0.00	$0.00	$10,480.00
2041-410-211-0000	D	Ohio Public Employees Retirement System	$0.00	$0.00	$1,468.00
2041-410-213-0000	D	Medicare	$0.00	$0.00	$152.50
2041-410-320-0000		Property Services	$0.00	$0.00	$15,000.00
2041-410-420-0000		Operating Supplies	$0.00	$0.00	$2,000.00
		Cemetery Fund Total:	$0.00	$0.00	$29,100.50
Fund: SPECIAL LEVY FIRE DEPARTMENT					
2191-110-190-0000	D	Other - Salaries	$0.00	$0.00	$70,922.00
2191-110-211-0000	D	Ohio Public Employees Retirement System	$0.00	$0.00	$9,930.00
2191-110-213-0000	D	Medicare	$0.00	$0.00	$1,029.00

Appropriation Budget

By Fund

As Of 3/18/2026

Account Code		Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
2191-110-221-0000		Medical/Hospitalization	$0.00	$0.00	$34,000.00
2191-110-222-0000		Life Insurance	$0.00	$0.00	$450.00
2191-110-223-0000		Dental Insurance	$0.00	$0.00	$800.00
2191-110-224-0000		Vision Insurance	$0.00	$0.00	$300.00
2191-110-228-0000	D	Health Care Reimbursement	$0.00	$0.00	$6,600.00
2191-110-230-0000	D	Workers' Compensation	$0.00	$0.00	$480.00
2191-110-290-0000		Other - Employee Fringe Benefits	$0.00	$0.00	$600.00
2191-110-360-0110		Contracted Services{AHOLA}	$0.00	$0.00	$296.00
2191-120-323-0000		Repairs and Maintenance	$0.00	$0.00	$100,000.00
2191-120-351-0000		Electricity	$0.00	$0.00	$25,000.00
2191-120-353-0000		Natural Gas	$0.00	$0.00	$6,000.00
2191-120-360-0000		Contracted Services	$0.00	$0.00	$10,000.00
2191-120-360-0140		Contracted Services{GILLMORE SECURITIES}	$0.00	$0.00	$12,767.00
2191-120-381-0000		Property Insurance Premiums	$0.00	$0.00	$14,850.00
2191-220-314-0000	D	Tax Collection Fees	$0.00	$0.00	$25,000.00
2191-220-315-0000	D	Election Expenses	$0.00	$0.00	$500.00
2191-220-360-0000		Contracted Services	$0.00	$0.00	$1,142,619.54
2191-220-599-0000		Other - Other Expenses	$0.00	$0.00	$10,000.00
2191-760-740-0000		Machinery, Equipment and Furniture	$0.00	$0.00	$40,000.00
2191-930-930-0000		Contingencies	$0.00	$0.00	$45,359.10
		SPECIAL LEVY FIRE DEPARTMENT Fund Total:	$0.00	$0.00	$1,557,502.64

Fund: Permissive Motor Vehicle License Tax

2231-330-323-0000		Repairs and Maintenance	$0.00	$0.00	$30,000.00
2231-330-360-0000		Contracted Services	$0.00	$0.00	$8,541.00
2231-330-360-0140		Contracted Services{GILLMORE SECURITIES}	$0.00	$0.00	$1,459.00
2231-330-420-0000		Operating Supplies	$0.00	$0.00	$10,000.00

Report reflects selected information.

Appropriation Budget

By Fund

As Of 3/18/2026

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
	Permissive Motor Vehicle License Tax Fund Total:	$0.00	$0.00	$50,000.00
Fund: Special Revenue Museum				
2901-120-329-0000	Other - Property Services	$0.00	$0.00	$25,000.00
	Special Revenue Museum Fund Total:	$0.00	$0.00	$25,000.00
	Special Revenue Fund Group Total:	$0.00	$0.00	$4,248,205.06
Fund Category: Debt Service				
Fund: GENERAL BOND RETIREMENT (SERVICE GARAGE)				
3101-810-810-2031	Principal Payments - Bonds{SERVICE GARAGE}	$0.00	$0.00	$79,000.00
3101-810-810-2191	Principal Payments - Bonds{FIRE STATION}	$0.00	$0.00	$91,000.00
3101-830-830-2031	Interest Payments{SERVICE GARAGE}	$0.00	$0.00	$23,488.00
3101-830-830-2191	Interest Payments{FIRE STATION}	$0.00	$0.00	$28,064.00
	GENERAL BOND RETIREMENT (SERVICE GARAGE) Fund Total:	$0.00	$0.00	$221,552.00
	Debt Service Fund Group Total:	$0.00	$0.00	$221,552.00
Fund Category: Capital Projects				
Fund: PROPERTY ACQUISITION/IMPROVEMENTS				
4901-610-730-0000	Improvement of Sites	$0.00	$0.00	$80,000.00
	PROPERTY ACQUISITION/IMPROVEMENTS Fund Total:	$0.00	$0.00	$80,000.00
Fund: AUBURN COMMUNITY PARK				
4902-610-730-0000	Improvement of Sites	$0.00	$0.00	$1,655.22
	AUBURN COMMUNITY PARK Fund Total:	$0.00	$0.00	$1,655.22
Fund: Miscellaneous Capital Projects				

Report reflects selected information.

Appropriation Budget

By Fund

As Of 3/18/2026

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
4903-760-750-0000	Motor Vehicles	$0.00	$0.00	$136,443.00
	Miscellaneous Capital Projects Fund Total:	$0.00	$0.00	$136,443.00
	Capital Projects Fund Group Total:	$0.00	$0.00	$218,098.22
	Report Total:	$0.00	$0.00	$5,789,588.88

COPY

Dolezal, Nancy

From: Martin, Susan
Sent: Thursday, March 12, 2026 12:59 PM
To: mstesq@aol.com; Davis, Riley; Cavanagh, Patrick J.; Auburn Zoning; Dolezal, Nancy
Cc: Roessner, Steven; Baeslach, Kelly; Baker, Aubrey
Subject: Address Request Regal Place PPN 01-118532
Attachments: 01-118532 updated application.pdf; 01-118532 application.pdf; 01-118532 site plan.pdf

Good afternoon,

Per the Auburn Twp Resolution 2024-09:

The Geauga County Engineers Office has received a request from the attached application for an address on the parcel 01-118532.

The Geauga County Engineers Office recommends assigning the number of:

12340 Regal Pl

Please have the appropriate Twp Representative respond regarding the acceptance or rejection of these recommendations.
If the recommendation is rejected, please respond with the address number that will be assigned for our records.

If there are any questions, please contact our Office.

Sincerely,
Sue

Charles E. Walder
GEAUGA COUNTY AUDITOR

gend | Layers | Tools | Results | Results Deta

☆ Parcel: 01-118532

Owner: SEPI BRETT MICHAEL & JENNIFER LYNN |
Address: REGAL PL
Acreage: 3.06 | **Deed:** 2215-2082
Plat Book/Page: 31/36
Sub/Lot: S/L 2 VALLEYBROOK ESTATES
Sales Date: 02-02-2026 | **Sale Amt:** 80,000
Year Built: | **Remodeled:**
Grade: | **Square Footage:**
Homestead? NO| **Prop Class:** 500

==========

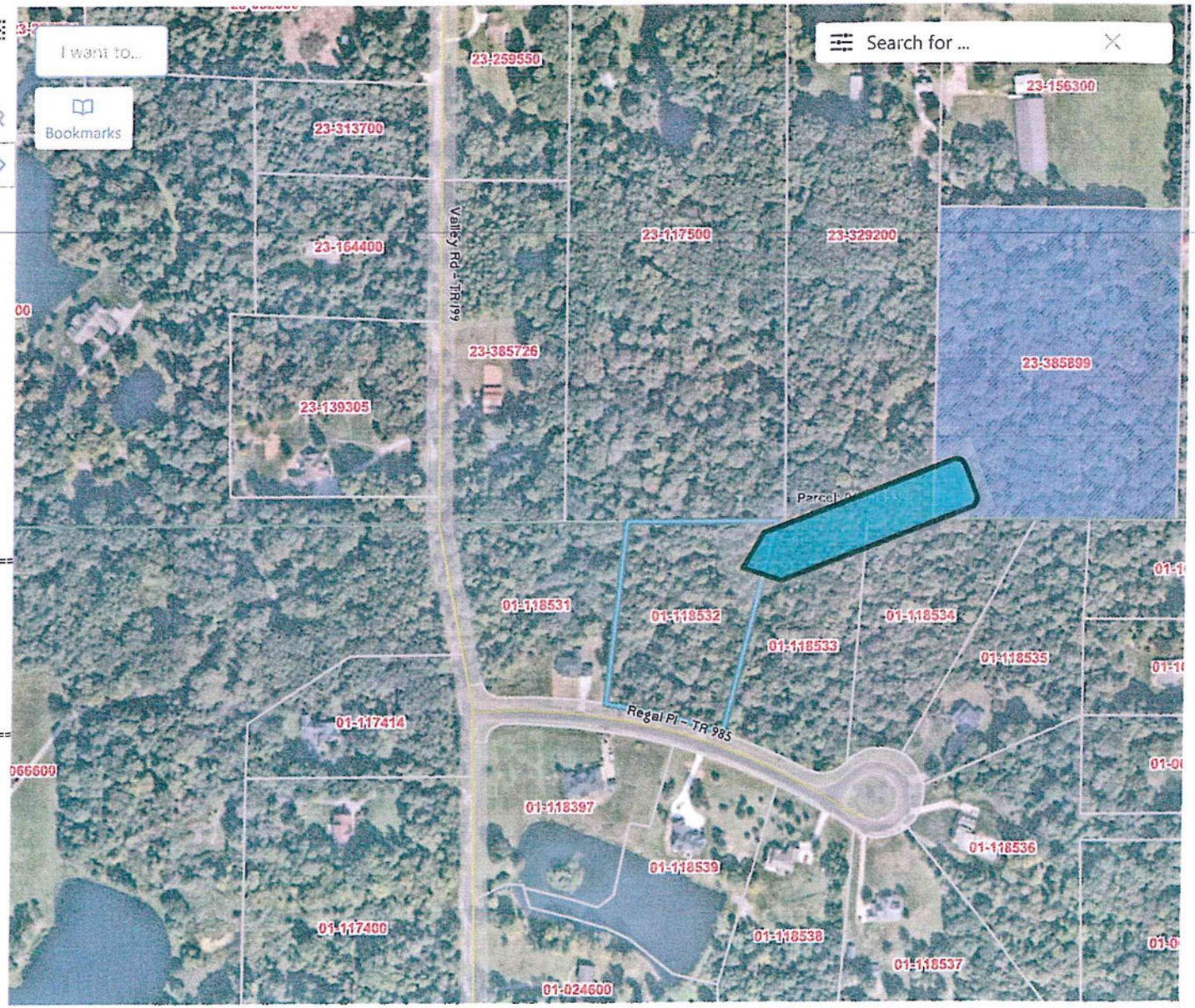
Current Values Market | Taxable
Land Value 62,500 | 21,880.00
Improve 0 | 0
Total Value 62,500 | 21,880.00
CAUV Value 0.00 | 0.00

==========

Parcel ID: 01-118532
Routing ID: 01--14-02-00-109-04
Own Name 1: SEPI BRETT MICHAEL & JENNIFER LYNN
Own Name 2:
LocAddress: REGAL PL
Legal Desc: S/L 2 VALLEYBROOK ESTATES
Tax District: 01-AUBURN TWP-KENSTON LSD

External Links

- REALink Parcel Data
- Historical Property Record Cards
- Affidavit | New Survey



GEAUGA COUNTY ENGINEER'S OFFICE

RS-AUB-V-2026

THE ASPHALT RESURFACING OF VARIOUS ROADS
AUBURN TOWNSHIP, GEAUGA COUNTY

BID OPENING

DIGITAL BIDS VIA BID EXPRESS® ***BIDS DUE: APRIL 3, 2026 - 10:00 AM***
SEALED PAPER BIDS ALSO ACCEPTED AT: ***GEAUGA COUNTY ENGINEER'S OFFICE***
12665 MERRITT ROAD, CHARDON, OHIO, 44024

PROJECT DESCRIPTION

RESURFACING OF 3.44 MILE OF ROADWAY FROM THE FOLLOWING ROADS: DERBYSHIRE LANE, COLCHESTER LANE, LANCASTER DRIVE, WHITE OAK DRIVE, CHICKASHAY LANE, AUBURNDALE DRIVE, EASTWOOD DRIVE, SAYBROOK LANE, DOWNEY GLEN TRAIL, AND NORMANDY LANE.

2023 SPECIFICATIONS

THE STANDARD SPECIFICATIONS OF THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION, INCLUDING SUPPLEMENTAL SPECIFICATIONS LISTED IN THE PLANS AND CHANGES LISTED IN THE PROPOSAL SHALL GOVERN THIS IMPROVEMENT EXCEPT AS MODIFIED BY THE FOLLOWING DOCUMENTS PUBLISHED BY GEAUGA COUNTY:

2026 STANDARD CONTRACT PROVISIONS FOR IMPROVEMENT PROJECTS
2026 MODIFICATIONS TO OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION & MATERIAL SPECIFICATIONS

APPROVED BY AUBURN TOWNSHIP BOARD OF TRUSTEES

PATRICK J. CAVANAGH

RILEY DAVIS

MICHAEL S. TROYAN

3-16-26
DATE

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GUARDRAIL DETAIL	*P.31*

ENGINEER'S SEAL

STATE OF OHIO SHANE HALIAR E-66714 REGISTERED PROFESSIONAL ENGINEER

3/11/26
SIGNED *DATE*

STANDARD CONSTRUCTION DRAWINGS		*SUPPLEMENTAL SPECIFICATIONS*		*SPECIAL PROVISIONS*
BP-3.1	*01/19/2024*	*800-2023*	*07/18/2025*	*MAILBOX DETAIL*
BP-4.1	*07/19/2013*			
MGS-2.1	*01/16/2026*			
MGS-4.2	*07/18/2025*			
MT-97.12	*01/16/2026*			
TC-71.10	*01/16/2026*			

TITLE SHEET

DESIGNER	HEL
REVIEWER	TEW 3/4/2026
PROJECT ID	RS-AUB-V-2026
SHEET	P.1
TOTAL	31

Resolution No. 2026-03

RESOLUTION TO ORDER THE ASPHALT RESURFACING OF VARIOUS ROADS

Auburn Township, Geauga County, Ohio

WHEREAS, the Auburn Township Board of Trustees (the Board) has determined by unanimous vote in Resolution **No.**_____ that the public convenience and welfare require the improvement of the following roads in Auburn Township:

- **Derbyshire Lane (TR-0854)** from Ravenna Road (SR 44) to Colchester Drive (TR-0855)
- **Colchester Drive (TR-0855)** from Derbyshire Lane (TR-0854) to End
- **Lanchaster Drive (TR-0905)** from Derbyshire Lane (TR-0854) to End
- **White Oak Drive (TR-0857)** from Batholomew Road (TR-0195) to End
- **Chickasay Lane (TR-0866)** from White Oak Drive (TR-0857) to End
- **Auburndale Drive (TR-0886)** from White Oak Drive (TR-0857) to Thorpe Road (TR-0197)
- **Eastwood Drive (TR-0887)** from Auburndale Drive (TR-0886) to End
- **Saybrook Lane (TR-0881)** from Messender Road (CH-0031) to End
- **Downey Glen Trail (TR-0882)** from Saybrook Lane (TR-0881) to End
- **Normandy Lane (TR-1043)** from Messender Road (CH-0031) to End

The Board authorized the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code (R.C.); and

WHEREAS, the Geauga County Engineer has completed the specifications and estimates for the improvements, and has filed the bid documents with the Board; and

WHEREAS, the Board has reviewed the bid documents and finds them acceptable; and

WHEREAS, the cost improvements will not be excessive for the public utility thereof; and

WHEREAS, the public convenience and welfare require the proposed improvements.

NOW THEREFORE, BE IT RESOLVED that the Board in accordance with R.C. Section 5573.06 hereby orders that such improvements proceed.

BE IT FURTHER RESOLVED that the Board hereby adopts the specifications and estimates for such improvements, the costs of which shall be paid from local and/or state funding sources in accordance with R.C. Section 5573.07.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby ordered to let this project for bids in accordance with R.C. Section 5575.02. The bids shall be let upon a unit price basis. Bids shall be received until 10:00 AM on April 3rd, 2026 and read publicly at 10:05 AM.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Voting thereon:

	Vote
Patrick J. Cavanagh	Yes
Riley Davis	Y
Michael S. Troyan	Y

I certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on MARCH 16, 2026.

Daniel Matsko — 3/16/26

Daniel Matsko, Fiscal Officer — **Date**

Resolution No. 2026-02

RESOLUTION OF CONVENIENCE & NECESSITY FOR THE IMPROVEMENTS OF VARIOUS ROADS

Auburn Township, Geauga County, Ohio

WHEREAS, the Auburn Township Board of Trustees (the Board) has determined that the public convenience and welfare require the improvement of the following roads in Auburn Township:

- **Derbyshire Lane (TR-0854)** from Ravenna Road (SR 44) to Colchester Drive (TR-0855)
- **Colchester Drive (TR-0855)** from Derbyshire Lane (TR-0854) to End
- **Lanchaster Drive (TR-0905)** from Derbyshire Lane (TR-0854) to End
- **White Oak Drive (TR-0857)** from Batholomew Road (TR-0195) to End
- **Chickasay Lane (TR-0866)** from White Oak Drive (TR-0857) to End
- **Auburndale Drive (TR-0886)** from White Oak Drive (TR-0857) to Thorpe Road (TR-0197)
- **Eastwood Drive (TR-0887)** from Auburndale Drive (TR-0886) to End
- **Saybrook Lane (TR-0881)** from Messender Road (CH-0031) to End
- **Downey Glen Trail (TR-0882)** from Saybrook Lane (TR-0881) to End
- **Normandy Lane (TR-1043)** from Messender Road (CH-0031) to End

The Board authorizes the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by a unanimous vote of the Board that the public convenience and welfare requires the improvement by repairing the existing pavement and embankments, replacing culverts, improving drainage structures, asphalt resurfacing, subgrade stabilization, stabilizing the shoulders, and related improvements, as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this Board.

BE IT FURTHER RESOLVED that the costs and expenses of said improvement shall be apportioned as follows:

The right of way costs, if any, and the construction costs for the project shall be paid from local funding sources and state grants and/or loan funds should they be available for this project. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Voting thereon:

	Vote:
Patrick J. Cavanagh	Yes
Riley Davis	Y
Michael S. Troyan	Y

I certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on MARCH 16, 2026.

Daniel Matsko, Fiscal Officer — 3/16/26 (Date)

RECEIVED
MAR 16 REC'D
AUBURN TOWNSHIP

Cemetery Report for January thru March 15,2026

Deeds sold:

Constance Battaglia:

2 graves resident transfer

2 graves resident purchase

Gregory Ramsey:

3 graves resident purchase

Carey Lanesky:

1 grave resident purchase

Internments:

Joan Yaros:

Full burial, weekend

Winfred Holt:

Full burial, weekday

JoAnne Bisesi:

Full burial, weekday

Footers:

Mitchell Dutton

Constance Battaglia