Held
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 Geauga County Auditor Chuck Walder.

GUESTS:

Mr. Frank Antenucci, Deputy Chief Administrator for Geauga ADP introduced himself, and spoke about the progress of the ADP cemetery software with Auburn Township. He explained they were able to extract digital data from Crypt Keeper – the cemetery software of Auburn Township, noting there was very extensive historical data that was accessible. The Township was now in queue after Chardon Township, who ADP is currently working with. Once they are done with Chardon, they will have a kickoff meeting and start talking with Auburn Township.

In the course of talking about the new cemetery software, live streaming Trustee meetings and video recordings were discussed. ADP started working with their preferred vendor (Just Add Tech, Inc.) in terms of what could be set up for Auburn Township. This would include live streaming needs, and a current, modern TV infrastructure. The team made a site visit to the Auburn Township Administrative building and checked out the room - to evaluate the needs and put together a plan for equipment that would fit the room, and one where set up would be very simple and user friendly. There would be one camera and a microphone installed. The video would go to YouTube and with the touch of a button, go into a video database. Just Add Tech, Inc. would do all of the hardware instillation and some of the training. ADP would also assist in the training and help the Township with their own YouTube page. Mr. Antenucci added they have done several similar installs, and they are very user friendly and simple – a tech person would not have to be there. The goal is simple, easy to use live streaming video production to keep residents in the loop, get more information out to the community, and potentially be able to work in a larger scheme for the future. They will replace outdated equipment and give the Township something more modern. The quote from Just Add Tech, Inc. was for $3290.00.

Mr. Antenucci said they would set up a YouTube page for the Township, and create a channel. If someone goes to the Township website, or whatever the You Tube page is on, they can subscribe to the channel. As soon as the meeting goes live at Auburn Township, it will send an email to the subscriber – they click on the link and then watch the meeting live. Mr. Troyan clarified that the videos are stored on YouTube and there would be a library to access. Mr. Antenucci noted they did the You Tube page for the County Commissioners and have run it for a long time, and their catalog goes back about eight years and is searchable. Russell Township is moving forward with this same system. South Russell Village live streams their meetings, they use a different, more archaic technology. Bainbridge Township is also moving in this direction.

Dan Matsko, Fiscal Officer asked Mr. Antenucci if this technology would be ADA Compliant. Mr. Antenucci said that the Township would fall under You Tube's infrastructure and their ADA compliance, so the Township would not have to deal with that. He noted nothing would be hosted at the Township Administration building except the existing hardware connection, and they would hardwire it and work with Just Add Tech Inc. to get that done.

Comments on the You Tube Channel were discussed, and Mr. Antenucci shared that comments can be limited, or they can be open – it was up to the Trustees and suggested consulting with the prosecutor. If comments were set up and residents left comments, they would have to be left open. He thought the County Commissioners had comments open and didn't know if anyone else did. Another ADP employee noted that during the live meeting, people can chat live, and those chats are not stored – they are only seen during the meeting. Once the channel is shut and closed, the chat goes away.

Mr. Troyan asked about the time frame for instillation and Mr. Antenucci said within a couple of months, noting Just Add Tech, Inc. moves fast, and ADP has been very happy with their product – they are very responsive. Mr. Antenucci shared that Township residents want transparency and felt that the cheap investment in infrastructure goes a long way to get people connected, especially in a small building with a small parking lot.

Trustee Riley Davis thanked Tom and Diane Jones for their video recordings of the Township meetings since 2010. Mr. Davis said he still refers to old videos and liked the transcriptions as well as the closed captioning.

Mr. Antenucci asked the Trustees to think about this and let him know what they want to do with this. He noted the infrastructure for Russell Township was already in, and they were just waiting for the green light to start, then Auburn Township would be next. Mr. Matsko asked if they could get a transcript from the video meeting and an ADP employee said You Tube does offer automatically

Held

generated closed captioning – adding the accuracy does vary - based on how clearly people speak. The audio would be captured for Auburn Township with a single microphone right in the middle of the conference table, a boom area microphone that would hang somewhere about in the middle of the table. Mr. Troyan asked about transcribing, and asked if it would take you to 95%, even with editing. Mr. Antenucci said you're just getting there at 80%. He said there is AI technology out there that does meetings transcription, and they are experimenting with Bainbridge Township, and noted that stand alone AI devices do better than some of the video feeds. The County uses Otter.ai and it was mildly accurate, and he would not rely on that yet. Mr. Walder shared they use Otter.ai on all of the Budget Commission and QR meetings, but they still use audio recording independent of that; AI just isn't perfect yet and they don't rely on it.

Mr. Matsko asked the Trustees if they could decide tonight, as they have been kicking this around for a while, and added the appropriations were approved for it at the March 16, 2026, Trustee meeting. The money was there and the Board approved it. Mr. Troyan felt this was all new, and first heard about it with the appropriation and the vote.

Motion by Riley Davis and seconded by Patrick J. Cavanagh, to implement ADP video recordings for the Trustee meetings.

Discussion: Mr. Cavanagh observed that the motion would be for the money involved in the purchase of the equipment. He thought the Trustees were committed to going in this direction, and said they started this with Covid, and most Townships got out of it shortly afterwards. Mr. Antenucci recalled that Townships got into this technology in 2020 and 2021 with grants, then sort of let it sit there. Then the law changed where you couldn't have some virtual voting, and now there is six-year-old technology hanging on walls that people don't use. He observed that Townships are now coming full circle and getting back into it. Mr. Cavanagh thought for residents to participate, why not.

Motion by Riley Davis and seconded by Patrick J. Cavanagh, to implement ADP video recording for the meetings with the cost of the hardware of $3290.

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

Mr. Antenucci said the next steps will be to coordinate with the vendor to start this and asked who the Township would designate to be the point person they can stay in contact with. Mr. Davis said he would volunteer if no one else wanted to. Mr. Matsko asked if Mr. Davis was the technology liaison.

Motion by Riley Davis to be the IT technology liaison.

Discussion: Mr. Cavanagh clarified the hardware, and Mr. Antenucci said the install, and coordination.

Motion by Michael S. Troyan for Riley Davis to be the IT technology liaison, seconded by Patrick J. Cavanagh.

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

Mr. Matsko clarified that Mr. Davis will handle all of the IT technology related to the Township.

Mr. Antenucci said he will notify the vendor tomorrow and get Mr. Davis in the loop.

Ted Mroz introduced himself as a resident of Auburn Township and thanked the Trustees for letting him speak. He spoke about his concerns and a call to action for the Trustees, concerning the proposed racetrack at 19122 Munn Road. To date, the only information available about construction that he was aware of was a letter mailed on November 25th, 2025. The letter stated that a track was to be built, riding activities would be limited to 10 motorcycles except for special events, a sprinkler system would be installed for dust control and assurances to comply with township ordinances. This was a letter that was dropped in his mailbox.

Mr. Mroz expressed concerns regarding a proposed motocross track within a property zoned R1 (residential). He stated that preliminary research suggests such a use may not comply with current zoning regulations and could negatively impact the township. Mroz highlighted several potential concerns:

- Possible zoning violation if a motocross track is not permitted in an R1 district
- Risk of declining property values, including potential significant losses for nearby homeowners
- Disruption of the township's quiet residential character
- Excessive noise levels exceeding typical residential standards
- Dust and dirt affecting neighboring properties
- Increased demand on law enforcement due to noise complaints
- Potential reduction in township and school tax revenues if property values decline

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

Held 20

- Environmental concerns, including air quality, erosion, and water contamination

He also noted that over 280 residents have signed a petition requesting enforcement of R1 zoning regulations to prevent construction of the track.

Mroz requested the Board to:

1. Clarify whether a motocross track is permitted in R1 zoning.
2. If not permitted, take appropriate legal and zoning actions to stop the project; if permitted, outline measures to mitigate impacts and ensure compliance.
3. Clearly communicate the township's position and next steps to both residents and the property owner.

Frank Kitko, Zoning Inspector stated that there is currently no formal application, proposal, or confirmed activity related to the construction of a motocross track on the property in question. The township issued a letter to the property owner, with a copy provided to the prosecutor, who has also responded. He noted that recent communication with the property owner indicated no plans to build a track. The owner has obtained additional land in Troy Township and maintains a CAUV (Current Agricultural Use Valuation) designation, with approximately 15 of 25 acres used as pasture, which would be inconsistent with a track use.

Mr. Kitko explained that private recreational riding by an individual on their own property cannot be prohibited. However, a commercial operation involving multiple riders and fees would not be permitted under current regulations. He clarified that the earlier letter addressed the possibility of a commercial track, which is not allowed.

Mr. Troyan stated that he was going toward the fact that it was going to be a commercial track, and the Township let him know that it was not allowed. Mr. Kitko stated he can't stop it unless he stops it through a noise ordinance. Mr. Cavanagh clarified with Mr. Kitko that the initial letter was not an application, and Mr. Kitko concurred there had been no formal application, and Mr. Epprecht is aware of the Township's position and that of the prosecutor. Mr. Epprecht has recently only inquired about agricultural uses, including keeping chickens and constructing a shed, which are permitted. Mr. Kitko added that the CAUV is controlled by Geauga County. Mr. Troyan stated the only information they received was a copy of the same letter Mr. Mroz received, which was given to them by a resident, and Mr. Kitko acted on the information in that letter.

An audience member asked if the prosecutor put anything in writing about this and Mr. Kitko said that communication was between him and the prosecutor.

Mr. Davis shared that he had some information from the prosecutor, referencing a newspaper article from the Geauga Maple Leaf on April 17, 2025. The article was about a similar situation in Claridon Township, in which the prosecutor informed the Township that a dirt bike track was considered a recreational use of property, much like a swing set. Mr. Davis said the way he understood it; money was not to be collected. Mr. Davis expressed skepticism about claims that the proposed dirt bike track would host extensive daily riding or professional-level events, noting that such activity would be physically demanding and unlikely to occur regularly. He stated that the project does not appear to involve a professional track or sanctioned races but rather reflects a personal recreational use - essentially a property owner building a track to ride with friends. Mr. Davis also referenced a relevant article from the previous year involving the same assistant prosecutor, indicating it may provide useful context for future considerations. He added that, based on current zoning regulations, there does not appear to be a specific prohibition against constructing such a track. Mr. Kitko agreed.

Discussion ensued between Mr. Troyan, Mr. Davis and Mr. Kitko regarding the noise resolution and the only mention of it in the Township pertained to Business districts, not residential. Mr. Kitko noted it would be extremely difficult to enforce and gave examples of a leaf blower, a lawnmower, a chainsaw - that run between 85 to 110 decibels, as well as a dirt bike. He would have to address the noise ordinance as commercial vs. residential, and it would have to be an average of hours, not 10 minutes here or an hour there. If Mr. Epprecht were to open this up commercially, then the door could be shut right away. Mr. Kitko noted that Mr. Epprecht tried to do this in Aurora and did not succeed there.

Mr. Kitko clarified that constructing a residence within a pole building is permitted and regulated by Geauga County, not the Township. He stated that such structures, commonly referred to as barndominiums, are allowed under the Ohio Revised Code and applicable building standards. He also noted that the property owner has obtained the necessary dwelling permits.

Several audience members were concerned about the noise that would come from multiple dirt bikes, and they understood and expected some noise living in a rural community, like a lawnmower. They were concerned about noise from six un-muffled motorcross bikes. One neighbor noted that he lived 1700 feet away and felt he would have to build a berm 50 feet high, and that may not even work right, and felt his property value would plummet.

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

Held 20

Mr. Davis asked if any neighbors spoke to Mr. Epprecht. An audience member reported that the president of the Waterford Green Community Association did – sending him a letter, and the president of a homeowner association did have a conversation with him.

Mr. Davis noted Mr. Epprecht probably had a job during the day. An audience member gave an example of Mr. Epprecht riding his bikes from 5:00 pm to 9:00 pm in the summer. On weekends, he would ride with friends every Saturday and Sunday. This activity during peak family and property enjoyment times causes a hardship, negatively affecting the quality of life for the surrounding community. The impact on the community's overall well-being was acknowledged as significant. Another audience member felt there were noise ordinances and other rules and legal law, and was shocked that the prosecutor wasn't aware of them.

Mr. Cavanagh reminded everyone that until an application was made, everyone was speculating about the scope and scale of what this racetrack would be. Mr. Cavanagh clarified and confirmed with Mr. Kitko that an earth disturbing permit would be required, as well as anything 'not listed as permitted shall be prohibited'.

Mr. Kitko explained that Mr. Epprecht indicated a willingness to meet with the trustees to explain his project in detail. He communicated this intention even before distributing a letter to the community, and it was noted that his letter specifically stated his openness to sit down with the trustees to discuss his plans. Mr. Kitko emphasized that despite repeated inquiries, no direct indication has been received regarding his decision to move forward with the track. Mr. Kitko also shared that he personally goes by the site three to four times a week. He addressed concerns from community members who reported seeing a bulldozer on the site by clarifying that no bulldozer has been present. While a skid steer was observed, it was only used for drilling holes related to the building foundation, not for building a track. Mr. Kitko confirmed having inspected the building and building location. The only notable activity beyond building construction was related to a gas well and a tank on the property. Safety protocols require marking gas lines, so yellow flags have been placed from the gas well to the tank. No other flags or markings suggest any preparation for a track layout.

There was a mound of dirt on the site, which some have mistaken for a bike jump or track feature. Mr. Kitko explained that the mound is a typical part of construction site preparations where soil is stripped and piled. The area cleared, approximately 100 square feet, has been layered with 200 to 400 tons of stone to create a solid subbase for the building. The mound is not a jump or track element, but simply the result of site clearing and groundwork.

An audience member suggested Mr. Epprecht attend the Trustee Meeting on April 20, 2026, and explain what his intentions are – what he is going to do, and how he will mitigate typical risks and impact the neighborhood. Mr. Kitko said Mr. Epprecht would address the Township at some point and will reach out to him and let him know that the residents are requesting his presence. Mr. Troyan said Mr. Kitko will invite him to the meeting and will see if he complies. Mr. Mroz asked Mr. Kitko what would happen if he began construction on the track without a permit, at what point would the Township get involved. Mr. Kitko said Mr. Epprecht would receive a certified letter telling him he was in violation of zoning, and if he didn't respond, it would go to the prosecutor. Mr. Kitko cautioned the audience if it did go to Court, then the Township is at the mercy of the Court, and the Court docket which could take anywhere from six weeks to two years to be resolved, and in his 50 years of experience, he desperately tries to solve things without going to court. An audience member asked if Mr. Epprecht did start the track, and it went to the prosecutor's office, if there would be a cease and desist, and Mr. Kitko said it was hard to do, and the outcome would depend on how the process was addressed. He explained once it was turned over to the prosecutor, there was a procedure they follow, usually it was a seven-day time to respond to the violation, then it goes from there; it was not an easy process. That is why, Mr. Kitko said, he tried to solve these problems in house, because it can take a long time to go through the legal process. Mr. Cavanagh added not only that, but the outcome is uncertain once it goes to court, it leaves control of the Township, and if Mr. Kitko can negotiate something here, he does. Results may vary if it goes to court.

Mr. Davis mentioned the article from the Geauga Maple Leaf a year ago where the same thing happened, and it was ruled on by the same Geauga County Assistant Prosecutor, Kristen Rine, who informed a Township that a dirt bike track is considered recreational use.

Audience members disagreed, with one resident stating she would call the sheriff's office when the noise gets high. Another resident questioned Mr. Davis and how he can assume the facts are exactly the same in this case and did not think this case was recreational. A discussion ensued between the audience members if the proposed track was recreational, and what the definition of recreational was. Another audience member addressed the audience and noted that everyone in the room had a chance to purchase that property, no one did, and now, it was a big deal that Mr. Epprecht wanted to do something with his property, adding he had no invested interest in this, as he lived far enough away. He was concerned that someday this could affect him, and his property rights and what he wanted to do with his land.

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

Held ~~Audience member and Newbury Trustee Carly Sayre spoke about Newbury Township having~~ 20
similar problems like this one, all of the time. There was a case where someone removed trees on property for two years straight before the prosecutor did anything about it and they are still working on it, and that is one of the reasons she became a Trustee. Ms. Sayre was confused about how that property was residential, but yet it's agricultural. Mr. Kitko clarified the zoning was residential, and Auburn Township does not have an agricultural zone – the zoning in Auburn Township was residential, commercial and industrial.

Mr. Davis explained CAUV was a tax program, and the Township leans on that designation where it makes it more concrete that someone is farming if that designation is provided from the county. He added you could farm without being CAUV, CAUV was just a county tax program. Ms. Sayre admitted she wouldn't want to live next to that, and also understood the infringement on their residential property rights. She thought there was a very fine line with what a prosecutor will actually prosecute and they don't prosecute many people in Newbury. She noted that was a big issue with Newbury Trustees because they don't take care of nuisance properties, and it was complicated.

Mr. Troyan stated he believed in the free use of property and also believed that the adjacent residents should have free use of their land as well. He noted it was a gray area, and they will try to protect as many people as they can, noting they try and get people to work together. Mr. Troyan explained there is always someone who wants to do something, and it affects other people, and wondered who was right. Mr. Troyan observed that Mr. Davis leaned toward the free use of land, and Mr. Troyan leaned toward how many people were being affected by this free use. Right now, it was all speculation, because nothing was done yet. Mr. Troyan emphasized they are aware of this situation, and the Trustees will do what they can for all parties involved.

Mr. Mroz asked if a commercial track was allowed in R-1, and Mr. Troyan said no.

Marc Kolanz introduced himself, as a resident of Auburn Township who was there to voice his concerns and objections to the construction of the motocross trail being discussed. Mr. Kolanz presented the Trustees and audience with the facts he found when researching the motocross trail. Mr. Kolanz reported the property was owned by NKE Enterprises, a limited liability corporation business owned by registered agent Kimberly Epprecht. Mrs. Epprecht's son Nathan Epprecht has declared in writing and verbally, his intention to have a professionally constructed motocross trail installed on the property to be routinely used as a motocross club, including holding a larger annual motocross event. Mr. Kolanz observed there has already been a large amount of dirt placed on the property, and he didn't believe it was just pushing stuff around – it was there right after he bought it and does not appear to be related to the planned construction of a barndominium dwelling on the property. Mr. Kolanz stated the placement of the dirt predated the zoning permit for the barn dominion dwelling, and he believed that the placement of this dirt and Mr. Epprecht's declaration to build a motocross track was sufficient evidence to require Mr. Epprecht to apply for a zoning permit to build the motocross track before the construction proceeded any further.

A November 13, 2025 letter from Frank Kitko advise him that his planned track required the construction of a full-time residence, and based on history and Mr. Kitko's experience as a zoning inspector, he informed Mr. Epprecht that the noise from a single dirt bike has violated Auburn Township Zoning Resolution 3.02 Maintenance Standards, which says no land shall be used which is unhealthy, hazardous, noxious, or otherwise injurious to public health, safety, comfort, or general welfare. Mr. Kitko's letter went on to state that Zoning Resolution 3.02(a)(5) states that no use shall emit noise which is objectionable due to volume, frequency, or beat beyond its lot lines.

Mr. Kolanz stated that he was a bit of a noise expert in his career, so he could attest to that sort of thing and how noise behaves. Mr. Kitko cautioned Mr. Epprecht of a strong possibility that his plans will violate these resolutions. Mr. Kitko also states that the barndominium dwelling required full-time occupancy in order for accessory uses to be permitted. Based on the currently available evidence, Mr. Kolanz respectfully asked the Auburn Township trustees either require Mr. Epprecht to apply for a construction zoning permit for his planned motocross track - to allow the normal zoning process to proceed now, or that the trustees contact the Geauga County prosecutor for determination of a regulatory means to halt the planning and apparent construction of a motocross track on the R1 parcel absent and approved zoning permit. Mr. Kolanz felt the Trustees should ask Mr. Epprecht if he was going to do this or not and get the process started, then it could be sorted out even if it took three years. Mr. Kolanz believed the current available evidence was enough for the Trustees to take action now and should not require Mr. Epprecht to construct his barndominium, or him being able to directly violate noise and maintenance resolutions, along with his failure thus far to apply for a construction permit for a motorcross track. The available evidence includes Mr. Epprecht's intent to build a professionally constructed motocross track, planning to operate 5 to 10 motocross motorcycles on a typical day; an unrealistic declaration that he will ensure it will comply fully with Auburn Township's noise ordinances.

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

Held 20

Mr. Kitko noted a leaf blower could be cited for a zoning violation due to the noise. Mr. Kolanz felt there was a lot of difference between one motocross bike and a leaf blower and said that noise was additive - each bike adds three decibels. He could start out at anywhere from 90 to 110 decibels, which was super loud, and then he would be going up three decibels more for every bike on the track.

Mr. Kolanz noted that Mr. Epprecht claimed that the track will be 100% for personal use only, but he has planned an annual larger motocross event – as well as planning to install sprinklers to keep dust down, which seemed a little extreme to Mr. Kolanz, if he was using the track for personal use.

The dirt pile was predated and appeared to be unrelated to the construction of the barndominium Mr. Kolanz felt – he said it wasn't there for building something, and it wasn't pulled from the site – it was brought in as far as he knew. Mr. Kitko said if Mr. Kolanz had been there last fall, there was an area 200 feet x 50 feet where all of the topsoil was scraped off - and stone and dirt were put there, and they did do that prior to getting the zoning permit. Mr. Epprecht applied for his driveway culvert permit and got that from the county. Mr. Kitko explained that it was the first process in putting a driveway in, so he could access his property. Then, he subsequently got his zoning permit to build the barndominium, and then he got his building permit. Mr. Kitko said the permits were there and posted. Mr. Kolanz said he accepted that.

Mr. Kolanz thought it would be a value to find out if Mr. Epprecht had the authority to act on behalf of NKE Enterprises because it was his mother who was the only listed agent for that limited liability corporation. Mr. Kolanz couldn't find any evidence that he was involved with the corporation and added, he may be – he didn't know.

The event with the city of Aurora was addressed by Mr. Kolanz and he thought it was very relevant. On June 11, 2025, Mr. Epprecht sought a zoning variance for a 75-acre parcel in the city of Aurora to build a 3,840-square-foot barn to house his motorcycles and other equipment. According to the official meeting minutes, when asked why he was not building a home first, Mr. Epprecht stated that he may build a home in the next 10 to 20 years. He also stated that the barn would be used for gatherings and that 10 to 40 people would be on the property at one time. Adjoining neighbors to the property voiced their objections to his motorcycle usage plans and the zoning board unanimously rejected his appeal to build a barn.

Mr. Kolanz said the issue was not whether motocross or motorsports are inherently bad. The issue was location and compatibility. Motorsports track belonged, if anywhere, in a properly zoned district with appropriate buffers, access, and conditions - not in an R1 zoned neighborhood surrounded by family homes. There was evidence that a motocross track in or near a residential community has negatively affected property values, and the Auburn Township zoning R1 resolutions exist to protect residents' enjoyment of their property. The time to protect the neighborhood is before the track is allowed to start, not after it's up and running and the damage is done. Mr. Kolanz respectfully requested the trustees act on his request to either require Mr. Epprecht to apply for a zoning permit to figure out what he was doing and let him state it. Apply for the permit. Or alternatively contact Geauga County prosecutor for determination in the very near future. In full disclosure, Mr. Kolanz stated he was an alternate member of the Auburn Township Board of Zoning Appeals, and as such he would recuse himself from any vote coming for the board regarding this matter. Mr. Kolanz felt the statement from the prosecutor seemed unsupportable, based on his knowledge and what he read about the law, and what he was required to read before he joined the Board of Zoning Appeals.

An audience member asked what they should do if Mr. Epprecht built this and it became a dust and noise nuisance, and Mr. Troyan said he should call the sheriff. Mr. Davis shared the second time they would call the sheriff, the sheriff would tell them to stop calling, because it happened to him and he wasn't doing anything wrong. Mr. Davis brought up that residents are allowed to shoot guns all day and night; it was permissible. Mr. Kolanz disagreed and said the Township has a noise ordinance that can be enforced. Mr. Davis agreed with Mr. Troyan that nothing has happened. More discussion ensued between Mr. Troyan and Mr. Kolanz about the noise ordinance and Mr. Troyan stated the only thing they could act on was the commercial aspect of the track.

Mr. Cavanagh noted the Trustees have said they were willing to have some type of public forum on this, possibly at Adam Hall for the next Trustee meeting, adding they can invite the property owner to come, they cannot require him to come, nor can they require him to make an application for a permit. Mr. Troyan agreed. Mr. Cavanagh felt this was all speculation, and the next meeting will give more people a chance to speak - in a bigger venue.

Mr. Troyan closed the discussion on this subject and will continue it at the next Trustee Meeting on April 20, 2026, at Adam Hall.

MINUTE APPROVAL:

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

Held ~~Mr. Cavanagh pointed out there were multiple mistakes in the draft of the minutes from~~ 20
March 16, 2026, and the Trustees decided not to sign the minutes at the meeting. The minutes will be corrected and will be presented at the Trustee meeting on April 20, 2026.

Mr. Matsko reported he wanted to make a clarification on something he said at the Trustee Meeting on March 16, 2026, where he questioned the legality of the fund for the Land Acquisition and Improvement Fund. He emphasized there was nothing illegal about the fund. He did some research and went back to 1998, and found there was a motion made by Don Miskinis, to appropriate $40,000 from the general fund for either the purchase of land or the funding of land improvements. The motion passed. Another motion was made by Donald J. Miskinis to set up a separate fund for this appropriation, for either the purchase of land or the funding of land improvements. That motion passed as well. And then the following meeting, August 31st, Jack Tretheway questioned where the money was coming from when the Township didn't have the money. It was stated that the trustees explained that the township did have $40,000 in the general fund put aside for the land acquisition or improvements. The $40,000 was arrived at by adding the inheritance tax received to the workers' compensation refund. Mr. Matsko also found on October 1st of 1998; another motion was made by Don Miskinis to transfer $50,000. And this time it was more specific from the general fund account, $1,930.93 to 490176710, which was the capital fund account that the Township currently has set up for land acquisition and improvement. Then again on December 17th, another $15,000 was transferred. Mr. Matsko's point was that normally they have resolutions that establish capital project funds, and back in 1998, apparently they didn't. Mr. Matsko asked the county to research it, to see if they had any record of a resolution, as he couldn't find anything in the file boxes labeled 1998. Mr. Matsko said they may have to look at establishing another resolution just to clarify what that money should and shouldn't be used for. He added there was nothing illegal about it, the money was there. Mr. Troyan clarified it was designated for a specific purpose, and that purpose was just historically not done in a resolution format. Mr. Matsko concurred.

SCHEDULED REPORTS:

Frank Kitko, Zoning Inspector, reported that the Zoning Department processed eleven zoning applications for the month of March 2026.

Mr. Troyan brought up the costs for the second dwelling issues they have. The Trustees needed some clarification on what they hoped to achieve if they go through legal counsel, what exactly were they attempting to accomplish. Mr. Kitko explained when they find a second dwelling on one parcel of land, which is against Auburn zoning, they correct it. Mr. Kitko said he would make a follow up inspection at some point, that no one was living in the dwelling, and they made modifications – for example, removing a shower. A commode and sink were allowed. In the last two cases they had, one refused to let Mr. Kitko on the property, and he could not verify if anyone was living there. The other case let Mr. Kitko on the property to verify no one was living there. The prosecutor told Mr. Kitko she felt he didn't have the right to make follow-up inspections and suggested if Zoning didn't agree with her, they had the right to seek outside counsel. Mr. Kitko was seeking help from the Trustees, as he did not agree with the prosecutor.

Mr. Troyan believed the prosecutor's main disagreement with Zoning was the definition of a dwelling – she believed a dwelling was no longer a dwelling if no one was living there, and if the people moved out, nobody was living there, so it was not a dwelling. And, if the Township didn't agree with that – what the Township believes a dwelling to be, and to take out things, the Township would have to hire an attorney. So, the Trustees have to decide whether they want to enforce zoning through hiring private counsel.

Mr. Cavanagh thought they had a pretty long discussion tonight about the enforcement of zoning, and Mr. Davis thought this was a huge issue. A lengthy discussion ensued between Mr. Davis and Mr. Kitko. Mr. Davis was not in favor of hiring outside counsel with an unknown cost to search the property in question. Mr. Kitko wanted this issue resolved one way or another, because the Township will continue to have these situations where residents turn accessory buildings into dwellings. Mr. Kitko could not take this property owner's word that the building was no longer a dwelling when they violated zoning to begin with. Mr. Kitko explained that they never had a problem with the previous prosecutor in these cases, as the prosecutor always backed Zoning. Mr. Kitko asked Mr. Davis what he wanted him to do; he was being told by the Trustees to enforce the Zoning code, and now Mr. Davis does not want him to enforce the zoning code. One dwelling per parcel of land – it was simple. Mr. Kitko reported that over the years, there have been at least 20 of these cases, and this was the first time he was not allowed to go on

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

Held to the property. With the other case he resolved, they sat down like adults and talked about it, 20
and Mr. Kitko was allowed to inspect it. Mr. Kitko repeated again, the Auburn Township Zoning code states one dwelling per parcel and thought if Mr. Davis did not like that, he should work to change it. Mr. Kitko repeated again, he is charged with enforcing the Zoning code and was asking for help from the Trustees for a way to enforce the code, as it was written in the Auburn Township Zoning resolution.

Mr. Davis asked specifically about the oven, kitchen and shower, where that came from. Mr. Kitko explained that generally, if you don't have a shower, a stove, a refrigerator, appliances -those things – then you don't have a dwelling. It was common sense.

Resident Deb Standley said that within the last month, a family was fatally killed in a barn fire in Ashtabula, and she did not want that happening in Auburn Township. The fire department received a call for a barn fire and there was an apartment attached to that barn that the fire department did not know about – it was a second dwelling. She felt if the Zoning Resolution said no second dwellings, the zoning code should be enforced. Mr. Troyan clarified with Fire Prevention Officer John Phillips that if there was agricultural property it wasn't subject to inspection, and Mr. Phillips said in certain cases. Mr. Troyan felt there were safety and health issues involved with a second dwelling.

Mr. Davis argued against paying an outside attorney $400 per hour, since the Township attorney already looked into this and he felt that money could be used to fix things in the Township. Mr. Kitko suggested putting a cap on the amount. Mr. Troyan said what concerned him was that the Township prosecutor already washed her hands of this, and if this went to court, who would they listen to – they would listen to the prosecutor and her definition. Mr. Troyan said Mr. Kitko should enforce the zoning code; he did not want to spend a lot of money to enforce it if they don't win.

Mr. Cavanagh noted that residents here tonight were not only looking for enforcement, but they were looking for preventative enforcement. It was clear to Mr. Cavanagh the since zoning was initiated in the 1950's, there was one dwelling per parcel and that is not what happened here. Mr. Troyan suggested a cap of maybe $2000 to have the hired attorney talk to their attorney and allow Mr. Kitko to confirm that no one was living there.

Mr. Davis asked Mr. Kitko about the pool house and Mr. Kitko explained a pool house was allowed, a dwelling was not. It was a pool house under the previous owner, and when the new owners bought it, the second and current owner made it into a dwelling. It came before the BZA and the BZA denied the second dwelling. Mr. Kitko said he wanted to verify with his eyes that no one was living there because the people lied to him, they lied to the BZA, they lied to the assistant zoning inspector.

Mr. Troyan suggested they table any decision and let people absorb this, and he recommended no action at this time. Mr. Troyan said there was no guarantee that they would have a resolution with a $2000 budget, and they couldn't spend the entire Township budget on trying to fight this one issue. Mr. Davis said again that he would rather fix things in the Township with that money. Mr. Davis asked Mr. Kitko if he was going to drive by and harass the owners like he did with Mr. Epprecht. Mr. Kitko exclaimed he did not harass and Mr. Davis was accusing him of something he did not do – he said he drove by two or three times a week, and he does not harass people. Mr. Davis said that by spending money on an attorney, it felt and looked like harassment. Mr. Kitko said that was because they were personal friends of Mr. Davis, as he was told. Mr. Davis said he would not want Mr. Kitko on his property, either, because he believed in property rights. Mr. Kitko said his personal opinion was that Mr. Davis did not believe in zoning. Mr. Kitko repeated again that if Mr. Davis did not like something in the zoning resolution, he should work to change it. Mr. Kitko noted that Mr. Davis was giving the impression that he was against zoning and that was not only coming from him, but from residents in the Township as well. Mr. Kitko reminded the audience members if they didn't believe in zoning, to use the process to change it. He didn't recommend going behind people's backs to do different things, but rather, go to the Zoning Commission and work to change it. Mr. Kitko said that there were things in the zoning code he didn't necessarily like, but it was his job to enforce the rules.

Mr. Troyan said the second dwelling issue would be tabled.

Mr. Mike Fenstermaker, Highway Superintendent, gave his monthly report for March 2026, with six snow/ice events.

Snow events

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148
Held 20

- ~~Six snow events for the month of March, 98 tons of salt used in March. Total salt usage for the year was 2241 tons, with 750 tons of salt left for next year.~~

Repairs

- Continued working on the asphalt roller, the brakes have been repaired and installation of new chain and sprocket. Repaired a leak in the valve body on truck 19. Replaced transmission lines on truck 14. Changed oil and filter on F150.

Storms

- Trees down on Stafford, near Luck Bell on March 6th.
- Tree down on Wing on March 9th.
- Tree down on Stafford on March 12th.
- March 13th - Tree down on Stafford near Auburn Springs, treen down on Quinn and Crystal Trail and trees down on Shaw Road, North and South of Troy Oaks.
- Tree down on Edward Lane on March 15th.
- Tree down on Stafford, East of Auburn on March 16th.
- Trees and limbs down on Stafford, Valley, Franks, Washington, and Taylor May on March 25th.

Miscellaneous

- Fire extinguishers were recertified
- Added material to berm on Stafford.
- Picked up two pallets of softener salt from Carter.
- Picked up mattress and box springs from roadway on Thorpe.
- Picked up couch from roadway on Franks.
- Installed 988 signs at the park.
- Flags have been lowered to honor fallen Ohio service members killed in the war.
- Picked up a deer on Bartholamew, West of Auburn Road.

Cold patching

- All of Stafford Road, Valley, East Washington, Crackel 1 and 2, and White Oak.

Snowplow damage

- Repairing snowplow damage on Lucky Bell, Jennifer, Franks at Munn, Normandy, Brittany, Settlers, Queens Way, and Gottschalk Parkway.

Mr. Fenstermaker reported that they completed some OTARMA recommendations, they wanted a divider on the acetylene oxygen cart, and Mr. Fenstermaker had the work completed by an Amish man, as a new cart was very expensive. They also had placards for the off-road fuel, as well as an emergency kill switch on the new fuel station on the west side of the building – electricians moved it further away from the tanks so it's accessible if it were to catch on fire.

Mr. Fenstermaker reported that he, Mr. Cavanagh and Mr. Matsko attended a meeting at the engineer's office for the opening of the road project bids. Mr. Fenstermaker received a call tonight from Mr. Shane Hajjar, and he has not made his final recommendations on who they would recommend; he wanted to do more work on the bids. A couple of bids came in under the estimate, and Mr. Hajjar would have a recommendation in time for the next Trustee meeting. The original bid was estimated at 1.225 million, and one bid came in at 1.207 million. Mr. Matsko said he had appropriated 1.250 million. Mr. Fenstermaker said they pick the lowest or the best bid; they just don't pick the lowest bid automatically. Each company has to have the paperwork in order, and the County also has a grade sheet on each company to see how they've done in the past.

Several audience members complained about trees and storm damage, and poor work with trees from the Spectrum installation. None of the Spectrum tree crew spoke English, so it was hard to communicate with them. Mr. Troyan suggested they call Ms. Dolezal in the morning, as she had good Spectrum contacts. A resident complained about tree companies that work for the County dealing with fallen trees on county roads, she said they took forever – it took almost two days. Mr. Fenstermaker advised one audience member to call the road garage and report a problem tree, and he will check into it.

TRUSTEE & FISCAL OFFICER REPORTS:

Mr. Cavanagh readdressed the parking lot at Adam Hall. The parking lot was looked at by a company, and recommendations were made regarding the catch basin. A discussion ensued with Mr. Cavanagh, Mr. Fenstermaker and Mr. Davis about the best way to repair the standing water in the parking lot.

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

Held 20

Mr. Davis reported that a resident from Moreland Lane called him, asking if the Township could put in a No-Outlet sign, as delivery trucks are beating up his concrete because they use his driveway as a turn around. Mr. Fenstermaker noted that man has called him frequently, adding he has also called the sheriff on school busses that turn around there. Mr. Davis felt if the No-Outlet sign was installed, it might not rectify everything, but it would make the resident happy and might work half of the time. Mr. Fenstermaker thought it would cost around $70, plus a couple of posts.

Mr. Davis met with a contractor at Auburn Park today to start looking into bathrooms. He frequented the park a lot and was at the playground and noticed the mulch could use refreshing. Mr. Fenstermaker said it was not regular mulch, and it was pretty pricey. Mr. Davis noted the footer for one toy was exposed now and it was sharp. He noticed that the entire perimeter of the playground, the black guard, was measuring tape, so you could keep an eye on the heights. Mr. Fenstermaker said the mulch had to be ordered and the company shoots it in with a truck. Mr. Davis said that people are going to start using it and it needs a tune up. Mr. Troyan added it was a maintenance thing, and they had to get it done, for the insurance, too.

Mr. Davis built a scope of work for Adam Hall, and he wanted to place it on the website and Facebook and start getting bids for that. Mr. Troyan advised Mr. Davis to check with the building department to see what kind of drawings they require, as this was just not a re-roof, a re-shingle which would not require a building permit. Since this roof is different, they might need permits. Mr. Kitko agreed and said he would definitely check with the building department, as this roof was structural.

Mr. Davis spoke with the contractor for Town Hall today and said the demo portion of the job was quick and easy, but the county doesn't want the job to start until the drawings were approved. The week of April 13, 2026, was more than likely when it should all be taken care of. They don't want the demo done until the whole thing was approved; so, everything will happen at the same time.

Cemetery update – Mr. Davis reported he has done a lot of work in the past couple of weeks with the cemetery. Highlights include having a cemetery email (sexton@auburntownship.com). Multiple people will monitor the inbox, including Mr. Fenstermaker, Mr. Matsko, Mr. Davis and admin – so if Mr. Sturm were to go on vacation, the mailbox will be monitored. Mr. Davis built a flash drive with all of the data and tried to simplify the data. He fixed the deed paperwork, as well – fixing the margins and formats. He met with Mr. Sturm twice, for about 2.5 hours trying to get him up to speed and he told him he would not let him fail. He believes ADP will provide the Township with a really good working system. Special receipt books were ordered for cemetery use only, so Mr. Sturm can be in the field, receive monies and account for it properly.

Mr. Davis met with an Eagle Scout candidate who had a phenomenal idea for his project and will be presenting to the Trustees sometime in the near future.

Mr. Davis is hoping to receive a quote shortly for a split rail fence and a black metal fence to match the cemetery for Adam Hall. The split rails are rotted and broken and starting to look bad. The quote should be in this week, and there will be 2 options to review.

The Auburn Park bathrooms could be in before fall, Mr. Davis reported, as the septic system is in place. The problem with that was the Township runs the risk of maybe not being able to participate in the Nature Works grant, assuming the Township could get funds. The total funding has not been approved for the 2026 cycle, and he asked specifically if they could apply this grant retroactively and he was told no. Mr. Davis reported Mr. Matsko worked hard on submitting a request to the state for money. For the Nature Works grant, they would have to hold off on the bathrooms until 2027. Mr. Troyan thought they should hold off; it was worth the gamble and added they had been using port-a-potties at the park for many years and one more year was not going to hurt them. Mr. Troyan noted that Geauga County gets the allocation, and Auburn Township would get a piece of that. Mr. Cavanagh said they have received this grant in the past and got money for the playground twice and the pavilion. Mr. Davis said there was time to apply for it – it was due in July, and he will make the application. Mr. Cavanagh thought the Township made good applications, they worked with Chagrin Watershed Partners, and he didn't thing they ever missed out on an application. He thought this was a good application and there would be funding available. Mr. Davis said he would get the application in by July 1, 2026, they would find out in November or later and the bathrooms would be at the park in 2027.

Fiscal officer report - Mr. Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since March 16, 2026 - listing 22 electronic payments processed for $78,714.71 and 18 warrants processed for $16,285.01, totaling $94,999.72. He was able to reconcile the March 2026 bank accounts. As of March 31, 2026, the account balances in the primary checking account was $1,623,751.31 and in the investment account is $2,047,765.45 – for a total of $3,671,516.76.

Mr. Matsko reported there were 11 warrants that were processed on March 2, 2026, that got lost in the postal system. None of the checks cleared the bank, and with one check he issued a stop payment. All 11 checks were voided and reissued. One cemetery deed was in that mailing, and a new deed was issued as well.

Mr. Cavanagh raised a question at the last Trustee meeting and Mr. Matsko did some research if money was issued and/or used for a cemetery grant. In July 2025, the Township contracted with J.F.D. Landscapes, Inc. to do some work around Town Hall, Admin building and Shadyside cemetery to remove stump grindings and plant material in the southeast corner of the front lawn, removed debris and graded to blend in the surrounding lawn areas, and install necessary screened topsoil gras seed and shredded straw to the area. The total was $2,070.39. The grant was submitted in July and was approved in August of 2025. The exact amount of money was used.

The Amazon Prime business account was due at the end of April 2026, and as members of the Ohio Township Association, the Township can receive a free Amazon Prime business account. This would be an annual savings of $129. Mr. Troyan advised Mr. Matsko to close the account and use the free account.

NEW BUSINESS:

Administrative Assistant - Mr. Troyan addressed Mr. Matsko on the email he received about being involved in the hiring of the new Administrative Assistant. Mr. Matsko came up with a healthy list of all the tasks that the Administrative Assistant does for the Fiscal Office, and asked if the new Administrative Assistant would continue to support the Fiscal Office, and if he would have the opportunity to review the applications and be part of the process. Mr. Troyan thought Mr. Matsko should be part of the process, but the Trustees would do the hiring. Mr. Troyan noted that Mr. Matsko has a part-time assistant and Mr. Matsko confirmed that she primarily does the payroll and meeting minutes. Discussion ensued with Mr. Troyan, Mr. Matkso and Mr. Cavanagh about how other Administrative Assistants support the Fiscal Office and Trustees in neighboring Townships and Villages.

Motion made by Michael S. Troyan to have the Fiscal Officer be involved in the selection process of the Administrative Assistant and get copies of any applications and resumes the Trustees have.

Discussion: Mr. Troyan noted they will have an Executive Session for going through the applications for potential employees. Mr. Matsko asked what the Trustees were looking for in a potential employee, and he had an idea of what was needed to support the Fiscal Office. Carly Sayer, Newbury Trustee and audience member explained Newbury Township has an administrative assistant/cemetery sexton as a full time positions and a part-time position for Zoning.

Motion was seconded by Riley Davis.

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

Mr. Troyan will have Ms. Dolezal copy Mr. Matsko on the applications and resumes.

The Trustees and Mr. Matsko discussed the selection and interview process for the Administrative Assistant candidates, and they decided to have two special meetings.
Monday, April 13, 2026, at 7:00 pm – to select candidates to interview.
Saturday, April 18, 2026, at 8:00 am – to interview candidates, 20 minutes per interview.
The meetings will be advertised in the newspaper as well as on the website.

KCE Open Board Position – The Trustees discussed a date of May 4, 2026, to conduct interviews for the open position. Mr. Cavanagh said they received two letters of interest, and

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

Held 30

~~said they already had their first quarterly meeting and there was a good chance they would have~~ a person selected in time for the second meeting.

Geauga County Engineer's address recommendation - The Engineer recommended address 9751 Washington Street for parcel #01-093850.

Motion made by Patrick J. Cavanagh, seconded by Riley Davis, to accept the recommendation from the Geauga County Engineer, - the address 9751 Washington Street parcel number 01-093850.

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

Resident Jim Pemberton complained about an updated agenda for the meeting tonight. Mr. Davis said as the newly appointed tech liaison, he will watch it. Mr. Davis thanked Ms. Dolezal for getting the cemetery sexton email address on the website as soon as she did. Mr. Davis noted there was not a policy in place to have the agenda updated consistently, and it was something the team needed to work on. Mr. Troyan noted that Ms. Dolezal was only in one day last week, and was off several days the week before. Mr. Cavanagh added that residents are supposed to call a week ahead of time if they want to be on the agenda – that was in the organizational meeting minutes and observed that the Township doesn't stick with that – people are often added to the agenda with less notice.

Mr. Pemberton also asked about the status of the Auburn Fire Department – if the Trustees received a decision about the Auburn Fire Department – if their meetings would be public or private. Mr. Troyan said they just got a response from the prosecutor's office.

Motion made by Michael S. Troyan to respond to the question about the meetings of the Fire Department, whether they can be public meetings or remain private, with the information received as private and confidential from the prosecutor's office.

Discussion: Mr. Troyan said this would only pertain to that one question, because the prosecutor's answer was important and affects the fire department.

Motion was seconded by Patrick J. Cavanagh.

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

Mr. Troyan explained that the Board of Trustees were in agreement to include asking the prosecutor if the Auburn Fire Department meetings were open to the public. Mr. Troyan read the answer from the prosecutor to that question.

"I reference a recent Geauga County case from the Court of Claims 23-00503PQ. The Board's question conflates two concepts under Ohio law, whether an entity is a public body under the Open Meetings Act, RC 121.22, whether an entity is a public office that must comply with the Public Records Act, RC 149.43. At this time, I will not offer an opinion to this board as to whether the Auburn Fire Department of the AFD board is a public body under RC 121.22.

That question is best posed to the AFD who can consult with their own legal counsel to determine whether its meetings are required to be open to the public. However, it is my opinion that I hereby advise that the AFD is a public office under RC 149.43 that must comply with the Public Records Act. Our office recently successfully litigated this exact issue against the Munson Fire Department, which was refusing to provide some records to the township and was improperly redacting information on the records that were provided. I'm attaching a copy of the opinion from the Ohio Court of Claims, which details the analysis that the AFD is refusing to provide records to the township or has improperly redacted documents. The board can provide me the details and we can discuss legal remedies available to the township. That was the case that you had referenced." Mr. Troyan summarized and said the prosecutor, at this time, will not offer an opinion as to whether the Auburn Fire Department Board is a public body.

ADJOURNMENT:

Motion made by Michael S. Troyan and seconded by Patrick J. Cavanagh to adjourn the meeting. The meeting was adjourned at 9:50 pm.

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

AUBURN TOWNSHIP BOARD OF TRUSTEES - RECORD OF PROCEEDINGS

Minutes of Regular Meeting Meeting

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

Held _____ 20 _____

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Riley Davis, Vice-Chairman

Patrick J. Cavanagh, Trustee

April 20, 2026

Date

RECORD OF PROCEEDINGS

Minutes of Meeting

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

Held _____ 20 _____

Est. 1817

AUBURN
TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, April 6, 2026

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

PLEDGE OF ALLEGIANCE

GUESTS:
- Geauga ADP representatives Chuck Walder, Frank Antenucci, Mike Dorka, Katelyn Cellitti and Tracy Rahimi
- Ted Mroz / Crackel Road proposed racetrack
- Marc Kolanz / Crackel Road proposed racetrack

MINUTE APPROVAL: Regular Meeting 03/16/2026

SCHEDULED REPORTS:
- Frank Kitko, Zoning Inspector
- Mike Fenstermaker, Highway Superintendent

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

OLD BUSINESS:
- Second Dwellings
- NOPEC Energizing Grant ($14,369.00)
- KCE Board open position / Auburn Representative

NEW BUSINESS:
- CRWP / NatureWorks Grant
- Administrative Assistant job description
- Geauga County Engineer's office address recommendation of 9751 Washington Street for parcel # 01-093850
- Schedule interviews / Administrative Assistant position

SAVE THE DATE:

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 EVENT - 8:45am Mapleshade; 9:00am Adam Hall; 10:00am Shady Side
06/04 & 06/05/26 Senior Trash Large Item Trash EVENT – MUST PRE-REGISTER 440-279-2130
06/06/26 – Large Trash Item Drop-Off EVENT
07/03/26 - Auburn/Bainbridge FIREWORKS! Kenston High School Campus (rain date 7/6/26)
07/04/26 - Annual 4th of July Parade https://sites.google.com/view/auburn-4th-of-july-parade/welcome

AUBURN TOWNSHIP

Auburn Township Board of Trustees
Meeting Attendance Sheet

APR 06 REC'D

AUBURN TOWNSHIP

Please Sign In

	Print Name	Resident	Non-Resident
1.	MARC KOLANZ	✓	
2.	Jim Pemberton	✓	
3.	JOHN NESI	✓	
4.	TIM TOTH	✓	
5.	CHUCK WALDEN	✓	
6.	Ted MROZ	✓	
7.	Carla Schneider	✓	
8.	Frank Antonucci		✓
9.	Katelyn Pellitti		
10.	Kaley Richard		✓
11.	Deb Standley	✓	
12.	Tracy Pahcin		✓
13.	Christopher Chaney	✓	
14.	DALE RYAN	✓	
	Scottie MacWhinnie		
	Carly Sayre non resident	✓	

AUBURN TWP ZONING REPORT

MARCH 2026

	Ja	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Agr/Other Exmptions													
Amendment													
Billboard													
Commercial Additions													
Comm Fence													
Comm New													
Comm Remodel			1										1
Comm Sign													
Comm Sub Lease,													
Use Change													
Culvert/Ditching													
Dev Plan Review													
Denial	4	3	1										8
Duplex													
Ind Addition, Exist.Use													
Ind Use Change, SubLease													
Ind Fences													
Ind Remodeling													
Ind New Structure													
Ind Non-Res. Permitted													
Ind Sign													
Lake													
Land Use Plan, Dev activities													
Pond													
Res Acc Bldg Under 200													
Res Acc Bldg Over 200 sf			5										5
Res Addition		3											3
Res Deck		2	1										3
Res Fences	2	1											3
Res Interior Completion													
Res Other													
Res Patios													
Res Remodel													
Res Signs													
Res Signs Temp													
Res Signs Temp Bldg Const													
Res Signs S/D													
Res Demolition	1												1
Single Family Dwelling	1	1	1										3
Swim Pool Above Ground													
Swim Pool In Ground			1										1
Transient Vendor													
Variance/Cond Use/	4	5	1										10
Voided Receipts/Copies/Other													
TOTALS	12	15	11										38

FISCAL OFFICER REPORT APRIL 6, 2026

Fiscal Officer Dan Matsko presented the payment listing for payments processed since MARCH 16, 2026.

PAYMENT LISTING

• 22 ELECTRONIC PAYMENTS PROCESSED:	$ 78,714.71
• 18 WARRANTS PROCESSED:	$ 16,285.01
TOTAL:	$ 94,999.72

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

SAVINGS ACCOUNTS AS OF MARCH 31, 2026

• PRIMARY CHECKING ACCOUNT BALANCE:	$ 1,623,751.31
• STAR OHIO BALANCE:	$ 2,047,765.45
TOTAL:	$ 3,671,516.76

Dan Matsko 4-6-24

Dan Matsko

Payment Listing

3/17/2026 to 4/30/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
62-2026	03/17/2026	03/22/2026	CH	OHIO EDISON	$21.40	C
63-2026	03/17/2026	03/22/2026	CH	ILLUMINATING CO.	$5,012.62	C
64-2026	03/17/2026	03/22/2026	CH	PUBLIC EMPLOYEES RETIREMENT SYSTE	$13,118.59	C
65-2026	03/18/2026	03/22/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$115.93	C
66-2026	03/18/2026	03/22/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$147.91	C
67-2026	03/18/2026	03/22/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$208.57	C
68-2026	03/19/2026	03/22/2026	CH	AHOLA CORPORATION	$31,304.42	C
69-2026	03/20/2026	03/22/2026	CH	Dumpster Bandit, LLC.	$657.00	C
70-2026	03/24/2026	03/25/2026	CH	OHIO DEFFERRED COMPENSATION	$30.00	C
71-2026	03/24/2026	03/25/2026	CH	OHIO DEFFERRED COMPENSATION	$1,400.00	C
72-2026	03/25/2026	03/25/2026	CH	BUREAU OF WORKERS COMPENSATION	$859.91	C
73-2026	03/31/2026	04/02/2026	CH	BURNHAM & FLOWER	$3,546.76	C
74-2026	04/01/2026	04/03/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$118.35	O
75-2026	04/02/2026	04/03/2026	CH	MARS ELECTRIC COMPANY	$84.00	O
76-2026	04/02/2026	04/03/2026	CH	SUN LIFE FINANCIAL	$165.88	O
77-2026	04/02/2026	04/03/2026	CH	VISA	$1,320.43	O
78-2026	04/02/2026	04/03/2026	CH	AHOLA CORPORATION	$18,029.39	O
79-2026	04/02/2026	04/03/2026	CH	MIDDLEFIELD BANKING COMPANY	$30.00	O
80-2026	04/03/2026	04/03/2026	CH	OHIO DEFFERRED COMPENSATION	$1,400.00	O
81-2026	04/06/2026	04/06/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$184.13	O
82-2026	04/06/2026	04/06/2026	CH	TREASURER OF STATE OF OHIO	$948.00	O
83-2026	04/06/2026	04/06/2026	CH	ILLUMINATING CO.	$11.42	O
9178	04/06/2026	04/06/2026	AW	GEAUGA COUNTY AUTOMATIC DATA PRO	$469.02	O
9179	04/06/2026	04/06/2026	AW	CHARLES E. HARRIS & ASSOCIATES, INC	$8,003.00	O
9180	04/06/2026	04/06/2026	AW	MICHAEL S. TROYAN	$1,217.40	O
9181	04/06/2026	04/06/2026	AW	MELZER'S FUEL SERVICE CO.	$2,877.90	O
9182	04/06/2026	04/06/2026	AW	KARLOVEC MEDIA GROUP	$330.80	O
9183	04/06/2026	04/06/2026	AW	ACQUIRE FIRE PROTECTION	$427.39	O
9184	04/06/2026	04/06/2026	AW	QUADIENT	$100.00	O
9185	04/06/2026	04/06/2026	AW	Dumpster Bandit, LLC.	$345.00	O
9186	04/06/2026	04/06/2026	AW	MINUTEMAN PRESS	$289.74	O
9187	04/06/2026	04/06/2026	AW	Buckeye Power Sales Co., Inc.	$938.00	O
9188	04/06/2026	04/06/2026	AW	GEAUGA COUNTY DEPT OF WATER RESO	$151.34	O
9189	04/06/2026	04/06/2026	AW	Dex Imaging, LLC	$7.00	O
9190	04/06/2026	04/06/2026	AW	STAPLES ADVANTAGE	$356.71	O
9191	04/06/2026	04/06/2026	AW	IRONMAN CONTRACTORS SUPPLY	$89.00	O
9192	04/06/2026	04/06/2026	AW	D.J.M. SALES	$244.71	O
9193	04/06/2026	04/06/2026	AW	ARIS	$144.50	O
9194	04/06/2026	04/06/2026	AW	ARIS	$129.50	O
9195	04/06/2026	04/06/2026	AW	CHAGRIN VALLEY TIMES	$164.00	O
				Total Payments:	$94,999.72	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$94,999.72	

Dan Matzke
4-6-26

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM -

Bank Reconciliation

Reconciled Date 3/31/2026

Posted 4/2/2026 4:11:05 PM

Prior UAN Balance:		$3,169,016.61
Receipts:	+	$992,667.49
Payments:	-	$516,020.84
Adjustments:	+	$0.00
Current UAN Balance as of 03/31/2026:		$3,645,663.26
Other Adjusting Factors:	+	$0.00
Adjusted UAN Balance as of 03/31/2026:		$3,645,663.26

Entered Bank Balances as of 03/31/2026:		$3,671,516.76
Deposits in Transit:	+	$0.00
Outstanding Payments:	-	$25,853.50
Outstanding Adjustments:	+	$0.00
Other Adjusting Factors:	+	$0.00
Adjusted Bank Balances as of 03/31/2026:		$3,645,663.26

Balances Reconciled

Governing Board Signatures

There are no outstanding receipts as of 03/31/2026.

There are no outstanding adjustments as of 03/31/2026.

Dan Matsko
4-6-26

Bank Balances

Reconciled Date 3/31/2026

Posted 4/2/2026 4:11:05 PM

Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY		$1,131,320.05	$1,623,751.31	$1,623,751.31	$0.00
Investment	STARPLUS		$2,041,201.05	$2,047,765.45	$2,047,765.45	$0.00
		Total:	$3,172,521.10	$3,671,516.76	$3,671,516.76	$0.00

Outstanding Payments

Reconciled Date 3/31/2026

Posted 4/2/2026 4:11:05 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Warrant	8831	07/07/2025	CHARLES McBRIDE	$150.00
PRIMARY	Warrant	9134	03/02/2026	KUHNLE MOTORSPORTS PARK LLC	$300.00
PRIMARY	Warrant	9136	03/02/2026	ASCENDANCE TRUCKS MIDWEST, LLC	$257.88
PRIMARY	Warrant	9137	03/02/2026	NEWBURY AUTO PARTS,INC.	$504.20
PRIMARY	Warrant	9138	03/02/2026	KENSTON COMMUNITY EDUCATION	$5,000.00
PRIMARY	Warrant	9139	03/02/2026	CHARLES E. HARRIS & ASSOCIATES, INC	$700.00
PRIMARY	Warrant	9142	03/02/2026	MELZER'S FUEL SERVICE CO.	$1,383.59
PRIMARY	Warrant	9143	03/02/2026	F&S AUTOMOTIVE INC.	$585.00
PRIMARY	Warrant	9145	03/02/2026	BLUE LAKE CLEANING	$182.00
PRIMARY	Warrant	9146	03/02/2026	ARIS	$144.50
PRIMARY	Warrant	9147	03/02/2026	SUNRISE SPRINGS WATER COMPANY	$137.00
PRIMARY	Warrant	9148	03/02/2026	MORTON SALT	$14,764.33
PRIMARY	Warrant	9161	03/16/2026	GEAUGA COUNTY TOWNSHIP ASSOCIATION	$245.00
PRIMARY	Warrant	9165	03/16/2026	J & A GENERAL CONSTRUCTION	$1,500.00
					$25,853.50

Agenda

- Opening Statement
- Concerns and Potential Impact to Residents
- Call to Action

Opening Statement

Thank you, Trustees, for the opportunity to speak this evening.

I am Ted Mroz and here as a resident of Auburn Township to voice my concerns about the Motocross Track being built at 19122 Munn Road.

To date the only information available about its construction was a letter mailed in November 2025. It stated that a track was being built, riding activities would be limited to ten motorcycles except for special events, a sprinkler system would be installed for dust control, and assurances to comply with township ordnances.

My quick internet research indicated that an organized Motocross Track could have potential negative impacts on our Township's Property Values, Residential Lifestyle, Tax Revenues, School Revenues, Law Enforcement, and the Environment.

Further research showed this land is currently zoned as R-1 Residential, and to my understanding would not allow a Motocross Track to be approved or built. With that said, it appears be happening.

Because of the potential impact, I felt it important to formally raise the issue and seek your assurance that (1), this is on your radar, (2) there is a process to review the "use request", (3) if it is allowed, that the known impacts of a Motocross Track are being addressed and the residents would be protected. These "Concerns" are listed later in this document.

As you are aware, there is a petition that has been created and signed by over 280 residents asking the Township to enforce the R-1 property rules and stop the construction of the Track.

I am not the originator of the petition or promoting its social media movement, but my concerns are in alignment with those listed.

Concerns and Potential Impact to the Township Residents

1) **Zoning**
   A Motocross Track located in an R-1 Residential Zone appears to be Code Violation.

2) **Declining Property Values – Could create a Financial Loss for Residents**
   Simple searches with AI engines reveal similar situations in the US where property values have dropped by up to 30 %
   - Homes in close proximity, in a 1-2 mile radius, could realize substantial losses
   - Homes bordering the property lines may become unsellable

3) **Hardship on Residents**
   People have invested their life savings in homes here with the expectation of a quiet, rural-residential environment being secured by R-1 zoning rules.
   A Motocross Track brings a totally different level of regular weekly disturbances well beyond what R-1 residents should reasonably expect.

4) **Excessive noise**
   Noise levels are a significant complaint of tracks close to residential housing.
   - One typical dirt bike generates 90 – 100+ decibels, (Typical ordnance is 55 db)
   - Repetitive noise can take its toll as well, all day, every good weather weekend.

5) **Dust and Dirt**
   Motocross tracks are typically void of vegetation or ground cover. Dust and dirt from the track will travel with the wind and settle on neighbors' homes, vehicles, and outdoor spaces.

6) **Impact to Law Enforcement**
   If noise levels become a problem, this will be a drain on Law Enforcement

7) **Other Financial risks for the Township**
   Declining Property values can have a domino effect to:
   - Reduce Township and School Tax Revenues
   - Limit Future Township Revenues b/c of reluctance to build homes near it.

8) **Environmental concerns**
   - Air Quality (Exhaust & Dust)
   - Soil Erosion, Storm Water
   - Ground and Water Contamination

Call to Action

I am respectfully asking you tonight to do three things:

1) **Clearly affirm** whether a Motocross Track is permitted or not permitted on property zoned as R-1.

2) **If the Track is NOT permitted,** please direct zoning staff and legal counsel to take all lawful steps to prevent the establishment of this track before any further development proceeds.
   or
   If the Track IS permitted, please advise on what actions are being taken with the owner during the Permitting Process, Inspection, and Long-Term ordnance compliance to assure there will be no impact to Property Values and R1 Residential Lifestyles.

3) **Please communicate** the Township's position and proposed actions clearly and promptly to the property owner and to the residents, so there is no confusion about the township's expectations and the level of protection this Board is committed to providing to the residents.

Thank you for your time and consideration to this matter.

Auburn Township Trustee Meeting April 6, 2026

Thank you for the opportunity to speak tonight. I am Marc Kolanz and I am here today as a resident of Auburn Township to voice my concerns and objections to the construction of a motocross trail at 19122 Munn Road, a 27-acre parcel zoned R-1 owned by NKE Enterprises, a Limited Liability Corporation business owned by registered agent Kimberly Epprecht. Mrs. Epprecht's son, Nathan Epprecht has declared in writing and verbally his intention to have a professionally constructed motocross trail installed on the property to be routinely used as a motocross club including holding a larger annual motocross event.

There has already been a large amount of dirt placed on the property which does not appear to be related to the planned construction of a barndominium dwelling on the property. The placement of the dirt predates the zoning permit for the barndominium dwelling. I believe the placement of this dirt and Mr. Epprecht's declaration to build a motocross track is sufficient evidence to require Mr. Epprecht to apply for a zoning permit to build the motocross track before the construction proceeds any further. A November 13, 2025 letter from Zoning Inspector Frank Kitco to Mr. Epprecht advises him that his planned track requires the construction of a full time residence and based on history and Frank Kitco's experience as a zoning inspector, he informed Mr. Epprecht that the noise from a single dirt bike has violated Auburn Township Zoning Resolution 3.02 Maintenance Standards which states that "No land shall be used ... which is unhealthy, hazardous, noxious, or otherwise injurious to public health, safety, comfort or general welfare". Mr. Kitco's letter goes on to state that Zoning Resolution 3.02(a)(5) Noise: states that "No use shall emit noise which is objectionable due to volume, frequency or beat beyond its lot lines..." Mr. Kitco cautioned Mr. Epprecht of the strong possibility that his plans will violate these resolutions. Mr. Kitco also states that the barndominium/dwelling requires full time occupancy in order for accessory uses to be permitted.

Based on the currently available evidence, I respectfully ask that the Auburn Township Trustees either require Mr. Epprecht to apply for a construction zoning permit for his planned motocross track to allow the normal zoning process to proceed now or that the Trustees contact the Geauga County Prosecutor for a determination of a regulatory means to halt the planning and apparent construction of a motocross track on the R-1 parcel absent an approved zoning permit. I believe the currently available evidence is sufficient to take action now and should not require waiting for Mr. Epprecht to construct his barndominium dwelling or him directly violating noise and maintenance resolutions along with his failure thus far to apply for a construction permit for a motocross track. The available evidence includes Mr. Epprecht's:

1. Intent to build a professionally constructed motocross track.
2. Planning to operate 5-10 motocross motorcycles on a typical day.