The special meeting of the Auburn Township Board of Trustees was called to order at 8:00 a.m., by Trustee Chairman Michael S. Troyan. Also present were Trustees Patrick J. Cavanagh and Riley Davis, and Fiscal Officer Dan Matsko.

The meeting was held in Executive session. Per Ohio Revised Code 121.22 (G). Personnel Matters: To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Seven applicants were interviewed for the position of Administrative Assistant.

Executive Session ended at 10:45 a.m.

The Trustees discussed several applicants that were their top contenders.

Mr. Troyan wanted Ms. Dolezal to put together information she had on what she did for Memorial Day, trash pickup and large item trash pickup, etc.

Mr. Davis will meet with Ms. Dolezal on Friday, April 24, 2026, to gather usernames and passwords and that sort of information to he can organize the Tech aspect of that job; so it doesn't get lost in the shuffle. Mr. Troyan noted that since Mr. Davis was running the IT for the Township, that would be a prudent move. Mr. Davis noted there were a lot of things to keep track of and hand off smoothly.

The Trustees discussed keeping the previous scheduled special meeting open – April 29, 2026, for the possibility of discussion/hiring of the administrative assistant.

ADJOURNMENT:

Motion made by Michael S. Troyan and seconded by Patrick J. Cavanagh to adjourn the meeting. The meeting was adjourned at 10:50 a.m.
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

MAY 4, 2026
Date