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 resident Deb Standley.

GUESTS:

Keith Blaser, Secretary of the Auburn Fire Department, spoke to the Board about two Trustees that were appointed to the Volunteer Firefighters Dependent Fund Board at the Organizational Meeting on January 5, 2026; the two Trustees were Patrick J. Cavanagh and Riley Davis. The Fire Department has also appointed two if its own members. A fifth member was also needed, Mr. Blaser explained, one who was not associated with Auburn Township or the Auburn Fire Department and had to be a resident. Mr. Blaser noted Carl Schneider was the fifth member and had been for a couple of years.

Mr. Cavanagh suggested that Mr. Davis be the chairman, since he was Vice Chairman of the Trustees. Mr. Blaser said he would be secretary, since he was the secretary of the Auburn Fire Department.

Mr. Blaser explained the VFDFB is a state-mandated organization that provides benefits to volunteer firefighters in the event of a line-of-duty death or permanent disability. The local Board's responsibility is to facilitate these benefits should a claim arise.

Mr. Cavanagh thought it was mandatory for Townships and Mr. Blaser noted it was voluntary for private fire companies – and they chose to belong; they don't have to. Mr. Troyan thought this only applied to volunteer fire companies. Mr. Blaser said he was going to validate that, since Auburn Township does pay firefighters.

Motion made by Michael S. Troyan and seconded by Patrick J. Cavanagh to reappoint Carl Schneider as the fifth member of the Volunteer Firefighters Dependent Fund. VOTE: Cavanagh, yes; Davis, yes; Troyan, yes. The motion PASSED.

MINUTE APPROVAL:

Mr. Cavanagh pointed out that in the Board of Trustees Regular and Organizational Meeting Minutes of January 5, 2026, there was mention of a Fire Prevention Officer and a Fire Chief. Mr. Troyan noted the minutes should reflect the Fire Prevention Officer. Mr. Matsko said the minutes were not changed to reflect that, as the minutes had to reflect what was actually said. The motion read, under the topic of Fire Prevention Officer, that Patrick J. Cavanagh moved, seconded by Michael S. Troyan to reappoint John Phillips as Auburn Township Fire Chief.

Motion made by Patrick J. Cavanagh, seconded by Michael S. Troyan, to rescind the motion of The Board of Trustees Regular and Organizational Meeting of January 5, 2026, under the topic of FIRE PREVENTION OFFICER (page 4) "Patrick J. Cavanagh MOVED, seconded by Michael S. Troyan, to reappoint John L. Phillips as Auburn Township Fire Chief." VOTE: Cavanagh, yes; Davis, yes; Troyan, yes. The motion PASSED.

A replacement Motion made by Patrick J. Cavanagh, seconded by Michael S. Troyan, to reappoint John L. Phillips as the Auburn Township Fire Prevention Officer for the calendar year 2026. VOTE: Cavanagh, yes; Davis, no; Troyan, yes. The motion PASSED.

The minutes were changed to reflect the motion listed above. The Trustees initiated and signed the change on the minutes of January 5, 2026. There were no other changes or corrections.

Motion by Patrick J. Cavanagh, seconded by Michael S. Troyan, to approve the minutes of the Auburn Township Board of Trustees Regular and Organizational meeting held on January 5, 2026. VOTE: Cavanagh, yes; Davis, yes; Troyan, yes. The motion PASSED.

SCHEDULED REPORTS:

Auburn Fire Department Chief John Phillips presented the monthly detailed report for the Auburn Fire Department. He presented a Year-to-Date Statistics Report comparing 1084 year-to-date total calls for December 2025; to 1053 total calls in December 2024. The percentage of multiple calls was 26.75% for December 2025, compared to 21.65% in December 2024.

TRUSTEE & FISCAL OFFICER REPORTS:

Mr. Cavanagh reported on some mechanical and wiring issues on trucks during the current active snow plowing season.

Mr. Cavanagh noted he was part of the Ohio Public Works Commission Integrating Committee which approves projects through OPWC funding. A joint application to the Ohio Public Works Commission for funding the two western sections of Crackel Road was approved. This will provide $300,000 for the project, with additional funding from Mantua, resulting in the project being 50% funded. Mantua will provide $150,000 and Auburn Township another $150,000.

Another application was planned for May to address Stafford Road East, considered a priority due to its condition, and as the last remaining section of the east-west routes that have not been addressed. Mr. Cavanagh felt they would probably go with the County Engineer's recommendation.

A new cemetery software program was viewed in a presentation given by The Geauga County ADP Board staff on Thursday, January 15, 2026, in Chardon. Mr. Cavanagh, Mr. Matsko and the Fiscal Officer assistant, Lorraine Sevich, attended the presentation. Mr. Cavanagh and the other attendees were impressed by the software and its capabilities, which include a user-friendly phone app that would be available to residents, GIS color coded location maps, and supporting documentation. Mr. Matsko liked the idea that there would not be any additional cost, as Auburn Township is part of the Geauga County ADP system. One of the developers at ADP will check into integrating the information the Township now has on a cemetery program Crypt Keeper. Mr. Cavanagh reported that the ADP team will provide a presentation at the Trustee Meeting on February 2, 2026. The ADP Board has started work to provide this cemetery software for Hambden Township.

Mr. Davis asked if the Cemetery Sexton, Michael Ludwig, brought in his laptop with the cemetery records, username and password, and Mr. Cavanagh said no. Mr. Davis asked how the Township would transfer this cemetery program over, noting he emailed everyone on January 5, 2026, and he also had a 20-minute phone call with Mr. Ludwig. Mr. Davis was told that at the Road Department there was nothing in Mr. Ludwig's office, no maps, no Excel files, no personal laptop. Mr. Davis asked if the Trustees were appointing Mr. Ludwig as Sexton on a month-to-month basis, why the Township didn't have any data of their cemeteries for the last decade; it was still with the Sexton. Mr. Cavanagh explained that the Township does have a Deed book which lists all of the cemetery plots, names and locations, and they are looking into this situation, and Mr. Ludwig knew that.

Mr. Davis asked the Trustees if they would be opposed to putting the admin email address and phone number on the Township website for the cemetery sexton, since Mr. Ludwig was not answering his phone - so messages could be answered. Mr. Troyan did not have a problem with that, and Mr. Cavanagh agreed.

Mr. Matsko researched information in the Ohio Revised Code on cemeteries, and found in ORC 517.06, Cemetery Plat – "The Board of Trustees shall have the cemetery laid out and lots, avenues, and paths, shall number the lots, and shall have a suitable plat of the lots made, which plat shall be carefully kept by the township fiscal officer." Mr.

Matsko said that was news to him. Mr. Matsko also read in the ORC 5.7.20 that stated "Appointment of directors of township cemetery. The board of township trustees may appoint three directors to take charge of any cemetery in the township, the control of which is vested in such board".

There was discussion among the Trustees as to who should operate/manage the cemetery, how many hours it would take, the volume of work, and in what department the Sexton should work.

Mr. Cavanagh presented the Trustees with the 2025 Township Highway System Mileage Certification for Auburn Township. This certification was issued annually, and the Ohio Department of Transportation Office of Technical Services certified the total mileage for calendar year 2024 was 53.884 miles of public roads. This was certified by the Ohio Department of Transportation as of December 31, 2025. All 3 Trustees signed the document.

Mr. Davis addressed the repairs at Town Hall and passed along a copy of a contract from Caves Construction, and noted nothing changed on the contract. Caves Construction felt aluminum railings would not be as good as cast iron railings, as cast iron would match the cemetery and would be on a hundred-year-old building. Mr. Davis said the contract/quote from Caves Construction was reorganized. He showed a copy of the plan from Caves Construction to the Trustees, and noted the plan was included in the quote, along with the estimated cost of the permits which was approximately $100.

Mr. Troyan wanted to make sure that the lifting of platform/landing was addressed, because it was missed before. Mr. Davis read from the Scope of Work, and said it was addressed, "There is currently 24 inches of rise from the asphalt parking lot surface to the bottom of the door threshold."

The completion date given by Caves Construction was May 31, 2026.

Mr. Davis noted that using aluminum rails would save approximately $4500, but strongly advised against it, due to the aesthetics and not lasting a lifetime. Mr. Troyan felt it would be better to spend the extra money and do it right the first time. Mr. Davis wanted to table the discussion and Mr. Troyan felt it would be better for Mr. Davis to take the time and go through everything. Mr. Cavanagh noted that nobody would be breaking ground in the next two weeks and suggested to put it on the next Trustee meeting agenda under Old Business.

Mr. Davis spoke about a situation last week where the Township Administration Office was closed on Friday, due to personnel being out of the office. Mr. Davis suggested in the event that happened again, to forward the phone calls to a Trustees' phone, or having a new voicemail stating the office is closed, or having an out-of-office email reply, or putting information on Facebook. He didn't want residents to drive to the Administrative Office to find out they were closed, and not to have phones answered. Mr. Davis read Ohio Revised Code 505.031 – whoever is Chairman at the time shall act as the administrator, or have a replacement voted on by the Board. Mr. Davis addressed Mr. Troyan and said since he was chairman, he was in charge of how this should be handled. Mr. Troyan explained this was a very rare event, and he did not have a problem with notifications, be it on the website, voice mail, etc. He was willing to look at any suggestions Mr. Davis came up with.

Mr. Davis addressed the maintenance problems at Adam Hall, including some active leaks and drywall tape tearing from the interior of the building. Mr. Davis asked the administrative assistant to pull all the files from the building and asked about the number of roofs. Mr. Cavanagh said the next roof would be roof number four. Mr. Cavanagh explained that when they were given the building, they reshingled the roof, and it had been reroofed twice. He noted they had thermal imaging done, there are still thermometers in the attic, when he was trying to measure temperature loss – attic temperature versus outside air temperature. Mr. Troyan felt there should have been a higher pitch on the roof and Mr. Cavanagh said there wasn't room for all of the HVAC and insulation. Mr. Cavanagh and Mr. Troyan felt it would not be an easy fix, and it would not be cheap. Mr. Troyan encouraged Mr. Davis to review all of the prior work that had been done over the years, the history of the repairs, and noted they have had

roofers come in, engineers looked at it and everyone had a different opinion on how to fix it. The Trustees agreed it was a priority. Mr. Cavanagh confirmed that the GFI's are done, the circuits have not been split off yet.

Mr. Davis addressed Mr. Phillips and said he did not receive a reply from an email he sent him on January 13, 2026, regarding some information about records retention policies, and the plans for 2026. Mr. Phillips said he was in the process of having the information pulled and was waiting for all of the information to be gathered before he sent it to Mr. Davis.

Mr. Davis noted that his emails are not being replied to from the Trustees, and spoke about a recent email to the Trustees, and the administrative assistant knew about it.

Mr. Cavanagh explained that until a short time ago, he did not have internet service at his home. The administrative assistant printed his emails and put them in his mailbox, most of the emails were from OPWC or the Engineer's office. Mr. Cavanagh stops in the office two to three times a week to pick up his mail and emails, and makes return phone calls.

Mr. Troyan explained he has used one email for 30 years and does not have a Township email (he declined it), he only uses one email address. Mr. Davis said the emails are free. (Secretaries note: each Township email address costs the Township $432.00). Mr. Troyan said with a lot of emails that he received, he takes them strictly as information and does not respond to all of them.

Mr. Troyan read the body of an email he received from the Assistant Prosecuting Attorney, clarifying the issues Mr. Davis had with the appointment of the Fire Prevention Officer. The attorney noted Mr. Davis had asked her a number of other questions and asked that those questions be discussed as a Board, at an open meeting of the Board. Then, after coming to a consensus on legal questions, the Trustees are to submit them to her for review. The attorney added – she could only provide advice on legal questions for matters concerning the Board, and questions about whether good policy decisions are being made are not appropriate matters for her to review. Mr. Troyan stated that going forward, any questions to the Assistant Prosecutor have to come from the Board of Trustees, which will be discussed at a Trustee meeting, then forwarded to the attorney. Mr. Davis remarked that the attorney said what Mr. Troyan read was private info; client privilege, she said don't go to the public… and it was not to be discussed.

Mr. Davis said they have verified the Township is operating under Ohio Revised Code (ORC) Section 505.38(B), regarding Townships that do not have a fire department because it's contracted – they shall appoint a fire prevention officer. He went on to say that Mr. Phillips represented himself as a fire chief, and the state did not allow it.

Mr. Troyan emphasized the Board of Trustees shall appoint a fire prevention officer who shall exercise all the duties of the fire chief except those involving the maintenance and operation of the fire apparatus.

Mr. Davis stated he had the contract with him, as well as the bylaws, and in the bylaws, they amended the fire chief position to officer in 2022. Mr. Davis went on to say he did not think it was correct that Chief Phillips was representing himself as a fire chief, per the contract and bylaws. He stated that there was not a job description on file for a fire prevention officer. Mr. Davis spoke about compensation, and said it was confusing because of the titles of fire chief, fire prevention officer and EMS administrator; of which he voted 'No -confidently' he said. He added he has been working on this topic for over a month and felt some things should be examined closer. Mr. Davis did not understand why it was one of two positions in the Township that were salaried.

Mr. Troyan explained to Mr. Davis that the Fire Chief did not establish his salary and method of hours – the Trustees did. Mr. Troyan noted that Mr. Davis made it clear he did not want Chief Phillips here and did not want to pay him. Mr. Davis felt there were a lot of things wrong with the position, qualifications and salary.

Fiscal Office report - Mr. Dan Matsko, Fiscal Officer, presented the payment listing for payments processed since January 5, 2026 - listing 13 electronic payments processed for $42,800.23 and 12 warrants processed for $33,886.76, totaling $76,686.99.

Mr. Matsko shared that he attended a meeting for Fiscal Officers hosted by Geauga County Auditor Chuck Walder and the topics discussed were the components and variables of property taxes. The goal was to educate Fiscal Officers, who in turn would educate the Trustees, as to what the ramifications would be if there were no property taxes, and how it would impact Townships. For example, no money for the roads and fire departments, etc. Other topics discussed included inside millage, outside millage, school levies and HB 920. Mr. Matsko emailed the information he received to the Trustees.

Mr. Matsko received a letter from a resident, who shared his thoughts on property taxes, as a result of the initiative to abolish property tax in Ohio. There is a possibility this could appear on the ballot in November 2026. This resident thought property taxes were a bad idea and very complicated. Mr. Cavanagh thought the replacement would be greater sales and income taxes, and noted this was tried before across the state of Ohio, without much success. Mr. Walder said it would take a 23% county sales tax to generate the same amount of revenue as no property taxes.

Mr. Matsko will be part of a panel that will discuss this topic in February, at the Bainbridge Library, sponsored by the League of Women Voters of Geauga County.

Mr. Brian Sebor was hired as a part-time member of the Service Department in November of 2025, and to be classified as full-time to get benefits, he would need to work 30 hours, Mr. Matsko reported. Mr. Matsko was told by Mr. Fenstermaker, Road Superintendent, that because of his current employment/retirement status, Mr. Sebor can't work full time for another 60 days. Mr. Fenstermaker reported that as of January 3, 2026, Mr. Sebor is now part-time, at a minimum of 30 hours per week. Mr. Matsko reported that per the insurance company, to be a full-time employee, he must work at least 30 hours a week, so 90 days from January 3, 2026, he will be eligible for full-time benefits. Mr. Cavanagh said that when Mr. Sebor is eligible, he will make a motion to hire him full-time. Mr. Matsko said that effective April 3, 2026, he will have his 90 days in and be eligible for benefits.

Christine Blazer, the Treasurer of the Auburn Fire Department, asked Mr. Matsko about the fire department hiring a new accounting firm in Middlefield, Nicholas Giardina of Advanced Accounting Consultants LLC. The current accounting firm they use was not working out. Mr. Matsko read some of the current customers of Advanced Accounting Consultants, and noted the owner is the current fiscal officer of the Village of Middlefield. Ms. Blazer asked Mr. Matsko if he would approve, as the fiscal officer. Mr. Matsko thought with their experience with fire companies, they would be a good fit and added the Board of the Auburn Fire Department also agreed.

Mr. Matsko reported on the distribution of the tax levy refund money from last year. The total amount to be refunded, the net distribution, was $751,931.51. The amount of money disbursed – the checks that cleared was $696,044.12. After attempts were made to get the money back to residents, there was $31,291.50 reported as stale, and another $24,595.89 was reported as undeliverable. They were able to distribute 88.73% of the money to residents, and the remaining unclaimed money will go to the state of Ohio, unclaimed funds. Mr. Cavanagh thought most of the unclaimed money was from estates, and Mr. Matsko and Mr. Cavanagh made numerous attempts to contact residents about the refund money.

NEW BUSINESS:

2026 Chargin River Watershed Partners (CRWP) 2026 membership - $1403. Mr. Cavanagh explained that over the years he and Mr. McCune Jr. have worked with CRWP and stated some of the projects they helped Auburn Township with, also noting that the Township has utilized them for grant applications over the years. CRWP was instrumental in getting the playground at the park, was used with the Zoning department when an amendment was done for Riparian Setbacks and was instrumental in getting money for the Pavilion. They also helped with the restroom facility that will be at the park. Mr. Davis spoke to the executive director,

and she explained some of the recent work they did with invasive plants, and assisted with a grant application to ODNR Natureworks for the restroom facilities at the park.

Ms. Sevich read some information about CRWP – how they play an important role in maintaining the health and purity of the Great Lakes ecosystem – since we are all connected to Lake Erie. The Chagrin River Watershed is known statewide for having a very unique habitat quality and many cold-water designated streams, a relatively rare designation in the state of Ohio. The Ohio EPA gave this classification to the Chagrin River Watershed; it is very rare, a very high-quality designation and is extremely hard to obtain. In fact, there are no other watersheds where an entire "sub" watershed has been designated a cold-water habitat like the Chagrin River Watershed. The CRWP works closely with Geauga Soil and Water.

NOPEC Community Grant award - $1500 – Mr. Troyan said historically, the Township has spread the grant money to different youth organizations. $375 each to the Boy Scouts, Girl Scouts, Giggles and Stitches 4H club, and Granny's Kids 4H club.

Motion made by Michael S. Troyan, seconded by Patrick J. Cavanagh to distribute the NOPEC Community Grant Award of $1500 as follows: $375 to the Boy Scouts, $375 to the Girl Scouts of NEO, $375 to Giggles and Stitches 4H club, and $375 to Granny's Kids 4H club.
VOTE: Cavanagh, yes; Davis, yes; Troyan, yes. The motion PASSED.

Mr. Troyan read the upcoming Save the Dates.

PUBLIC COMMENT:

Resident Diane Jones asked for the correct spelling of Nicholas Giardina.

Another resident asked about what was going on with Spectrum – his cable was turned off with Optimum. He has been communicating with both Spectrum and Optimum to no avail. Mr. Davis gave him the name and number of Matthew Neiheisel at Spectrum (234 208 4767) to call. Mr. Davis asked the resident to call or email him or the office, to let him know what he found.

ADJOURNMENT:

Motion made by Michael S. Troyan and seconded by Riley Davis to adjourn the meeting. VOTE: Cavanagh, yes; Davis, yes; Troyan, yes. The motion PASSED. The meeting was adjourned at 8:43 p.m.

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Riley Davis, Vice-Chairman

Patrick J. Cavanagh, Trustee

February 2, 2026
Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, January 19, 2026

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

PLEDGE OF ALLEGIANCE

GUESTS:

MINUTE APPROVAL:
- Organizational Meeting – January 5, 2026

SCHEDULED REPORTS:
- Chief Phillips, AVFD

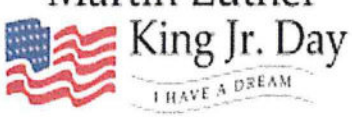
TRUSTEE & FISCAL OFFICER REPORTS:
- Patrick J. Cavanagh
- Riley Davis
- Daniel J. Matsko, Fiscal Officer
-

OLD BUSINESS:
- Town Hall Repairs

NEW BUSINESS:
- 2025 Township Highway System Mileage Certification / 53.884mi public roads
- Chagrin River Watershed Partners (CRWP) / 2026 membership / $1,403.00
- NOPEC Community Grant award / $1,500

SAVE THE DATE:

01/19/26 - Martin Luther King Jr. Day / Office Closed
01/22/25 - Zoning Commission Meeting / 7:00PM / Administration building
02/02/26 - Board of Trustees Regular Meeting / 7:00PM / Administration building
02/10/26 - BZA Meeting / 7:00PM / Administration building
02/12/26 - Zoning Commission Meeting / 7:00PM / Administration building
02/16/26 - Presidents Day – Office Closed
02/16/26 - Board of Trustees Regular Meeting / 7:00PM / Administration building
02/26/26 - Zoning Commission Meeting / 7:00PM / Administration building



Chagrin River Watershed Partners, Inc.
P.O. Box 229
Willoughby, OH 44096-0229 US
+14409753870
lmoran@crwp.org
www.crwp.org

INVOICE

BILL TO
Auburn Township
11010 East Washington Street
Auburn Township, OH
44023

INVOICE # 3317
DATE 01/05/2026
DUE DATE 01/20/2026
TERMS Net 15

DESCRIPTION	QTY	RATE	AMOUNT
January 1, 2026 through December 31, 2026 Chagrin River Watershed Partners Member Dues	1	1,403.00	1,403.00

BALANCE DUE **$1,403.00**

RECEIVED

JAN 1 9 REC'D

AUBURN TOWNSHIP

DR. WILLIAM KOONS
Chairman

CHUCK KEIPER
Executive Director and CEO

BOARD OF DIRECTORS

CASEY KOZLOWSKI
Ashtabula County

DAVID SCHEFFLER
Central Ohio

JOHN ZEHENTBAUER
Columbiana County

BENJAMIN I. HOLBERT III
Cuyahoga County

WILLIAM KOONS
Geauga County

G. STUART O'HARA
Huron County

HOLLIE BARTONE
Lake County

KEVIN A. BRUBAKER
Lorain County

LISA BALSINGER
Mahoning County

GRANT AUNGST
Medina County

LARRY D. JENKINS, JR.
Portage County

PETER THEM
Richland County

NICK DUTRO
Seneca County

ALAN SWANK
Southeast Ohio

JULI SPRINGER
Southwest Ohio

Greetings from NOPEC,

NOPEC is once again making funds available to member communities through our Community Event Sponsorship Program! This program is designed to provide financial support to deserving organizations within your community that host events for residents.

Your community's sponsorship award and registration code are provided below.

Community Name: Auburn Township
Community Registration Code: 7543
2026 Sponsorship Award: $1,500.00
Sponsorship Program Application: https://nopecsponsorships.org/

Your sponsorship funds were determined by the average number of enrolled residential/business accounts. We calculate this average based on 2nd and 3rd quarter gas and/or electric enrollment.

To complete your Sponsorship Request you will need to complete the following:

- **Register:** Go to https://www.nopecsponsorships.org/ and use your community registration code (above) to register as a new user. *Please note that an employee of the community must register on behalf of your community. This can range from the Mayor, City Manager, Fiscal Officer, Executive Assistant, etc.*
- **Part 1: Submit a Community Profile** - Upload a completed Community Acknowledgment Form
- **Part 2: Submit a Sponsorship Request** - Upload a completed Organization Acknowledgment Form packet

Both of these forms can be downloaded under documents at https://nopecsponsorships.org/.

We define the 'organization' as the party receiving the sponsorship funds. This can be a non-profit organization, a for-profit organization or a department or committee within your community. If you wish to designate a department or committee within your community, you need to list the designated department/committee clearly on the Organization Acknowledgment Form.

You must complete **Part 1**, your Community Profile, **Part 2**, your Sponsorship Request(s) and all completed forms, by April 30, 2026. We strongly recommend submitting your request as early as possible to avoid any issues. **No extensions will be given, and no exceptions will be made. And remember, sponsorship dollars do not roll over.** If you need any assistance, please reach out to the Community Outreach Team.

All sponsorship funds will be distributed via Automated Clearing House (ACH) transfers directly to the designated account. **No paper checks will be issued.** Funds will be disbursed no later than the end of the Second Quarter— June 30, 2026.

Thank you and we look forward to supporting your events next year!

Lauren Vladyka
Community Engagement Administrator
Sponsorships@nopec.org
440-772-0429

Ohio Department of Transportation

Office of Technical Services

2025 Township Highway System Mileage Certification

Note: This form must be submitted to ODOT no later than March 1, 2026 or county mileage will be certified by default based on the best information available.

The total certified mileage at the end of Calendar Year 2024 for AUBURN **Township**

in GEAUGA **County was** 53.884 **miles**

As certified by the Board of Township Trustees or reported by the Director of Transportation. in accordance with the provisions specified in the Ohio Revised Code, Section 4501.04.

Consider all mileage changes that occurred in CY 2025 and determine the net increase or decrease in mileage. Add the net change to the 2024 certified mileage above and fill in the new total below.

We the undersigned, hereby certify that as of December 31,2025

the township was responsible for maintaining 53.884 **miles of public roads.**

Signature of Chairman of Board of Township Trustees	**Date**
Trustee Signature	**Date**
Trustee Signature	**Date**
County Engineer Signature	**Date**

Comments:

Please return a completed, signed copy of this form along with proper documentation of any changes made to:

Ohio Department of Transportation
Office of Technical Services
Mail Stop #3210
1980 West Broad St. 2nd Floor
Columbus, Ohio 43223
Attn: Aaron Shvach (614) 466-5135 or aaron.shvach@dot.ohio.gov