AUBURN TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
Monday, October 19, 2026

1. Meeting Information

Date:	Monday, October 19, 2026
Regular Meeting Called to Order:	7:00 PM, by Chairman Michael S. Troyan
Meeting Adjourned:	9:03 PM (as announced by the Fiscal Officer)
Location:	Auburn Township Administration Building (
Trustees Present:	• Michael S. Troyan, Chairman • Patrick J. ("PJ") Cavanagh, Trustee • Riley Davis, Trustee
Also Present (Officials/Staff):	• Daniel J. Matsko, Fiscal Officer • Lorraine Sevich, Fiscal Officer's Assistant • Mike Fenstermaker, Highway Superintendent • John Phillips, Fire Prevention Officer • Michael Cardaman, Auburn Fire Department
Guests:	• Samantha Salamon, Candidate for Ohio House District 35 • Kimm Leininger, Geauga Growth Partnership (not on the agenda)
Members of the Public (identified by name in the record):	Kim Kaifesh, Deb Standley, Patti Phillips, John Nesi, and other unidentified residents.

2. Call to Order, Pledge of Allegiance, and Guests

Chairman Michael S. Troyan called the regular meeting to order at 7:00 PM. Samantha Salamon led the Pledge of Allegiance. Chairman Troyan stated that, consistent with recent practice, he would make a motion to adjourn at 9:00 PM and that any unfinished items would be carried to the next meeting.

Guest: Samantha Salamon, Candidate for Ohio House District 35

Ms. Salamon introduced herself as a resident of Northfield Center Township and a candidate for State Representative in District 35, which includes parts of Geauga, Portage, and Summit Counties. She described her background, including degrees in social work and Middle Eastern studies and a law degree from Cleveland State University; her current role as chief counsel of a nonprofit in Cleveland and Akron serving victims of crime, specifically domestic violence and human trafficking; and her work as a legislative consultant to the Ohio Attorney General and with legislators of both parties. She stated that the share of the state budget distributed directly to communities had declined from approximately five percent eleven years ago to less than two percent, and that her priority would be community needs.

Fiscal Officer Matsko stated that the Township learned of a State Capital funding opportunity only through an email sent to him in error by another Auburn Township, and that the Township was subsequently awarded $50,000 toward a restroom at the community park. He asked how she would keep the Township informed of funding opportunities. Ms. Salamon stated she would advocate for increased grant funding for communities and would remain directly accessible to local officials, including by providing her cell phone number. No action was taken.

Guest (not on agenda): Kimm Leininger, Geauga Growth Partnership

Trustee Cavanagh introduced Ms. Leininger; Chairman Troyan noted she was not on the agenda. Ms. Leininger stated she had submitted a request by email and distributed a handout. She reported that a manufacturer is under contract (not yet closed) to purchase the building at 16959 Munn Road for approximately $2.3 million, with an anticipated investment of approximately $500,000 for windows, roof, and HVAC upgrades. The company anticipates approximately 15 new jobs initially and at least 60 jobs after three years. She asked for the Board's views on a potential tax abatement of 25% over 10 years, which she estimated would save the company approximately $31,000, and stated it would not cost the Township existing tax revenue. She explained that the Township would need to pass a resolution authorizing the County Commissioners to consider creating an enterprise zone and to identify the areas to be included, and offered to assist. Payroll information was not yet available.

Trustee Cavanagh referenced a prior abatement request from the IMS company approximately six years ago that was widely discussed publicly. In response to a question from Mr. Matsko, Ms. Leininger

stated that Geauga Growth Partnership is not a county organization and provides economic development and workforce development programming, including career exploration for approximately 4,800 students in grades 6–12. Chairman Troyan stated the Board would take the request under advisement. No action was taken.

3. Minute Approval

Regular Meeting of October 5, 2026

Chairman Troyan stated he had reviewed the minutes of the October 5, 2026 regular meeting and found no problems. Trustee Cavanagh moved to approve the minutes. The motion carried unanimously **(see Motion #1 in Section 11).**

4. Scheduled Reports

Mike Fenstermaker, Highway Superintendent

Mr. Fenstermaker presented the October 2026 Road Report. Equipment repairs included a new steering gearbox and PTO solenoid on Truck 19; correction of a headlight wiring issue on the new truck (returned to the dealer); rebuilding of the road grader's leaking steering cylinder; repair of a coolant leak on Truck 16; and full fluid and filter service on the boom mower.

Road crews have been preparing roads for winter with grading and asphalt patching. Wing Road from Washington north to Stafford is complete, and Stafford eastward to Messenger is nearly complete, after which crews will work westward. Hot box patching of potholes throughout the Township is approximately half complete and is to be finished before the asphalt plant shuts down for the season. Other work included ditching on Valley; replacing the tetherball and cord at the park; treating bees and repairing a picnic table at Adam Hall; reinstalling a speed limit sign on Fox; installing a new sign on Frostwood; replacing a stop-ahead sign on Wing and speed limit signs on Washington; removing a deer on Stafford Road; and clearing downed trees on Shaw Road (south of Route 422) and on Quinn Road north of Bartholomew. He and Trustee Cavanagh met with the County Engineer's office regarding the office's expectations of the Township. One full burial took place on October 10 at Shadyside Cemetery.

Surplus items listed on GovDeals sold as follows: a pallet of miscellaneous filters ($30), an old generator ($40), and an old weed eater ($10). Truck 16 did not meet its $15,000 reserve; bidding reached just over $10,000, consistent with his expected value of $10,000–$12,000. He noted GovDeals allows the asset to be offered to the highest bidder or re-auctioned. Chairman Troyan suggested a $12,500 reserve, and Trustee Cavanagh noted GovDeals has produced better results than the Township's former sealed-bid process. The Board approved relisting Truck 16 **(Motion #2).**

Resident Kim Kaifesh reported that a Portage County "road closed" sign left after a road closure on the Mantua side has remained for approximately two weeks at the corner of Crackel and Munn on the Auburn side, obstructing the view for left turns. Mr. Fenstermaker stated the Road Department would pick it up.

John Phillips, Fire Prevention Officer

Mr. Phillips reported year-to-date statistics for January 1–September 30, 2026, compared with the same period in the prior year:

Metric (Jan. 1 – Sept. 30)	2026	2025
EMS Calls	414	476
Fire Calls	329	318
Total Calls	**743**	**794**
Mutual Aid Given	203	203
Mutual Aid Received	51	108
Total Transports	280	323
Total Non-Transports	144	200
Transfers to Other Agencies	3	5
Total Patients	**427**	**528**
Back-to-Back Call Percentage	25.57%	Not reported

He also reported that the Fire Department clambake was successful, with 125 bakes and 75 additional dozens sold. Chairman Troyan thanked the Scouts for their assistance at the event. No questions were raised by the Board.

5. Trustee and Fiscal Officer Reports

Patrick J. Cavanagh

Shared concrete road with Newbury Township. Trustee Cavanagh reported on a conversation with Shane Hajjar, Deputy Engineer of the County Engineer's office regarding the deteriorated concrete-panel road shared with Newbury Township (Lucky Bell Lane), which is over 50 years old and extends approximately 700 feet into Auburn, together with the Auburn side streets of Shadowwood (approximately 844 feet) and Whisperwood. Mr. Fenstermaker stated the Township has approximately 2,900 feet of concrete road in the area, with Newbury having a similar amount. The Engineer's office recommended a memorandum of understanding (MOU) between the two boards stating that the project will be done concurrently, requesting that the County Engineer begin preliminary engineering, and requesting that the County pursue available grants. The through-street portion may be eligible for up to 50% funding, and funding for the side streets may also be possible. The Engineer also recommended that each township establish a reserve account.

The total project cost was described as over $1 million but under $2 million. Mr. Fenstermaker reported an unofficial Engineer estimate of approximately $1.2 million per mile, or approximately $700,000 for the Township's approximately 0.55 miles; possible project years of 2028–2030 were mentioned. Mr. Matsko noted the project would be prioritized within the existing five-year road plan and road levy funds. Mr. Fenstermaker summarized next year's planned work: Fox, Indian Hills, the two paved sections of Crackel, and the Waterford development (Waterford, Primrose, Colonial, and Crystal), with possible chip-and-seal work, as well as the shared-road project with Mantua previously arranged. Lorraine Sevich asked whether the MOU would commit both townships. Trustee Cavanagh stated he has contacted two of the three Newbury trustees and will speak with Newbury's road liaison, Dave Blair, before bringing the matter back. He stated he was not making a motion or proposing a reserve account at this time. No action was taken.

Cemetery headstones. Trustee Cavanagh reported that he and Christine Blaser treated lichen growth on headstones at the Township cemeteries approximately a week and a half earlier and that the treatment is working.

David Lacy monument. Trustee Cavanagh reported that the Bronze Star and Purple Heart embedded in the monument to David Lacy, an Auburn resident killed in action in Vietnam, located in front of the cemetery flag display, are missing. The stone was engraved by Sheffield Monuments in 1970. A quote of approximately $400 to replace the medals was obtained from another memorial company; Sheffield Monuments is looking into the matter, including whether the federal government will provide replacement medals, and Congressman Dave Joyce's office was contacted. He credited Lorraine Sevich for her work on the matter and stated it is still being pursued.

Riley Davis

Trustee Davis used his report to present the Adam Hall roof repair quotes, job descriptions, and the office refrigerator replacement. These items are summarized under Old Business (Section 6) and New Business (Section 7).

Daniel J. Matsko, Fiscal Officer

Mr. Matsko reported that since October 5 he processed 11 electronic payments totaling $40,128.49 and 17 warrants totaling $21,550.96, for a combined total of $61,679.45. The Board approved the motion to pay bills **(Motion #3).**

He reported that the Township procedures manual allows up to 40 hours of compensatory time for the two employees who receive it, that the maximum for townships is 240 hours, and that the 40-hour limit has been exceeded in recent months due to additional meeting, training, and building-check duties. He requested an increase to 120 hours **(Motion #4).**

He reported attending the Ohio Association of Public Treasurers conference and having shared selected presentations with the Trustees, including one on data centers. He noted that since January 2019 the Auditor of State's Special Investigations Unit has recorded 168 convictions with $18,111,597.92 in restitution, and that under ORC 117.103 elected officials are to report suspected fraud, theft in office, or misuse of public money to the Auditor of State's fraud reporting system.

6. Old Business

NOPEC Energizing Grant ($14,369.00)

Mr. Matsko reported that the grant was awarded in January and that the funds may be used until November 30, 2028. It remains to be confirmed whether the Township accepted the award, as member communities were required to have a completed and approved profile by June 30. Christine Blaser is to look into access to the NOPEC website and contact Jeffrey Heinrich; Trustee Davis forwarded his email address to her during the meeting. Chairman Troyan stated the funds would help with the Adam Hall roof if available but that existing funds are sufficient either way. No action was taken.

AED Buy vs. Lease

Chairman Troyan stated he had just seen the information for the first time and wanted to review it further given the cost of either leasing or purchasing. No action was taken.

Adam Hall Roof Repairs

Trustee Davis reported that a standard request-for-quotation package was sent to nine roofing companies and that two quotes were received, from M&K Roofing and Link Exteriors. Both propose a cold roof system, in which vented channels from soffit to ridge keep the roof deck cold to prevent the ice dams that have caused recurring water intrusion on the east and west sides of the main hall. Three options were quoted: (1) the problem areas only; (2) the full roof; and (3) the full heated envelope, including the addition. Quoted prices read into the record ranged from approximately $75,000–$81,000 for Option 1 to approximately $126,400–$132,700 for Option 3. Both contractors cited a 10-year warranty and targeted mid- to late-November completion, weather permitting. A revised heat tape proposal of $9,100 (previously $20,000) was also noted. Trustee Davis stated replacement of damaged sheathing is priced per sheet and estimated that 40 sheets would add approximately $2,000.

Chairman Troyan cited ORC 153.12 and stated that down payments are not permitted and payment should be made by draws as work is completed; Mr. Matsko suggested 50% at the halfway point and the balance at completion for what was described as a 7–10 day project. Trustee Cavanagh noted that neither quote covers leaks caused by ice dams and stated that properly installed heat tape should remain a preventative measure. Mr. Fenstermaker recommended an additional three-foot run of ice and water shield because of the large overhangs and recommended Grace Ice and Water Shield. Mr. Matsko noted that Link Exteriors provided a customer reference and that M&K Roofing did not.

Lorraine Sevich asked whether a structural engineer had reviewed the cold roof approach; Trustee Davis stated he did not consider it necessary, citing prior repair history including the 2017 renovation. Patti Phillips asked whether the contracts had been compared line by line; Trustee Davis stated the proposals are substantially similar. Deb Standley asked how sheathing replacement approvals would be handled on site; Trustee Davis stated the per-sheet cost would be approved in advance and that he would be available throughout the project.

Chairman Troyan stated he supports the cold roof as the most logical permanent repair, to be completed before winter on the entire roof, and asked for a side-by-side review of the contracts. Trustee Cavanagh stated he supports the approach but that open issues should be resolved before an award, and noted November 18–26 as a likely final installation window. No motion was made. Trustee Davis will request the Link Exteriors contract and an M&K Roofing reference, specify draw payments instead of down payments, request an additional ice and water shield run, and request an adder price for Grace materials. A special meeting was tentatively proposed for Wednesday, October 21, 2026 at 6:00 PM, subject to the 24-hour public notice requirement.

Job Descriptions

Trustee Davis stated that the Township's insurer, OTARMA, has identified the absence of job descriptions as a high risk and that the Road Department is preparing its own descriptions for its three positions; he asked about the timeline for those, and no date was given. He asked the Board to decide whether the Fire Prevention Officer position should require firefighter and EMT certification, and proposed combining the position with the fire chief position for which the fire board has budgeted $60,000 for next year. He cited a projected Fire Department operating deficit of approximately $192,000 for next year, stated the total cost of the Fire Prevention Officer position exceeds $100,000 (Patti Phillips stated the salary is under $70,000), and cited approximately 20 inspections over the prior five years compared with approximately 25 this year.

Deb Standley compared the role to school administrators who are not expected to staff classrooms and stated that fully staffing every shift would exceed the projected deficit. Michael Cardaman of the Auburn Fire Department stated the department has at least six trained inspectors who are not being utilized and that Newbury and Chardon handle inspections through their fire departments. John Nesi asked whether the intent was to eliminate the position, stated that combining positions would be an upgrade but not necessarily a savings, and suggested the Trustees circulate drafts and vote on final language publicly; Trustee Davis stated the drafts must be discussed in public. Chairman Troyan stated discussion would continue at subsequent meetings. No action was taken.

7. New Business

Replace Office Refrigerator

Trustee Davis reported that the office refrigerator's freezer works intermittently and that a technician recommended replacing the approximately five-year-old unit rather than attempting a repair. Chairman Troyan stated $1,300 should cover the purchase, delivery, and disposal. The Board approved the expenditure **(Motion #5).**

Auburn Corners Project

This item was not discussed during the meeting, and no action was taken.

8. Public Comments

No separate public comment period was held before adjournment; public comment was taken throughout the meeting, including: a report of an obstructing Portage County road sign at Crackel and Munn (Kim Kaifesh); questions on the Adam Hall roof quotes, sheathing approvals, and contract comparison (Deb Standley, Patti Phillips, Lorraine Sevich); and comments on the Fire Prevention Officer job description and Fire Department budget (Deb Standley, Patti Phillips, Michael Cardaman, John Nesi). Before seconding the motion to adjourn, Trustee Cavanagh asked whether there was any further public comment.

9. Announcements / Save the Date

- 10/26/2026 – Red Cross Blood Drive, Adam Hall, 1:00–6:00 PM (future blood drives will be held at Town Hall, 11000 E. Washington St.)
- 10/31/2026 – Trick-or-Treat, 6:00–8:00 PM
- 11/02/2026 – Board of Trustees Regular Meeting, Admin Building, 7:00 PM
- 11/03/2026 – Election Day, Adam Hall, 6:30 AM–7:30 PM
- 11/10/2026 – BZA Regular Meeting, Admin Building, 7:00 PM
- 11/11/2026 – Veterans Day, Office closed
- 11/12/2026 – Zoning Commission Meeting, Admin Building, 7:00 PM
- 11/16/2026 – Board of Trustees Regular Meeting, Admin Building, 7:00 PM
- 11/26/2026 – Thanksgiving, Office closed

During the meeting, a special meeting regarding the Adam Hall roof was also tentatively proposed for Wednesday, October 21, 2026 at 6:00 PM, subject to required public notice.

10. Adjournment

Chairman Troyan moved to adjourn the meeting. The motion was seconded by Trustee Cavanagh and carried with Trustee Davis objecting. The meeting adjourned at 9:03 PM **(Motion #6).**

11. Summary of Formal Motions and Vote Outcomes

#	Motion	Moved / Seconded	Vote	Result
1	Approve the minutes of the Regular Meeting of October 5, 2026.	Moved: P. Cavanagh Seconded: M. Troyan	Cavanagh — Yes Davis — Yes Troyan — Yes	Carried
2	Relist Truck 16 on GovDeals with a reserve of $12,500.	Moved: P. Cavanagh Seconded: R. Davis	Cavanagh — Yes Davis — Yes Troyan — Yes	Carried
3	Pay bills (11 electronic payments totaling $40,128.49; 17 warrants totaling $21,550.96; combined total $61,679.45).	Moved: M. Troyan Seconded: P. Cavanagh	Cavanagh — Yes Davis — Yes Troyan — Yes	Carried
4	Increase the maximum accrual of compensatory time in the procedures manual from 40 hours to 120 hours.	Moved: M. Troyan Seconded: P. Cavanagh	Cavanagh — Yes Davis — Yes Troyan — Yes	Carried
5	Authorize up to $1,300 for a replacement refrigerator/freezer for the office building.	Moved: R. Davis Seconded: M. Troyan	Cavanagh — Yes Davis — Yes Troyan — Yes	Carried
6	Adjourn the meeting.	Moved: M. Troyan Seconded: P. Cavanagh	Cavanagh — Yes Davis — No Troyan — Yes	Carried

12. Action Items

The following items were identified during discussion as requiring follow-up. Deadlines reflect dates stated in the meeting record or agenda; where no specific date or owner was given, the item is noted as "not specified."

Action Item	Owner	Deadline / Timing	Source
Relist Truck 16 on GovDeals with a $12,500 reserve and report results to the Board.	M. Fenstermaker	Not specified	Highway Superintendent report
Remove the Portage County road sign at Crackel and Munn.	M. Fenstermaker	Not specified	Highway Superintendent report
Complete hot-mix pothole patching Township-wide.	M. Fenstermaker	Before asphalt plant shutdown / winter	Highway Superintendent report
Contact Newbury road liaison Dave Blair regarding a joint MOU for the shared concrete road project and report back to the Board.	P. Cavanagh	Not specified	Trustee report – P. Cavanagh
Continue pursuing replacement of the Bronze Star and Purple Heart on the David Lacy monument (Sheffield Monuments; Congressman Joyce's office).	P. Cavanagh; L. Sevich	Ongoing	Trustee report – P. Cavanagh
Confirm whether the NOPEC grant award was accepted and the profile approved; contact Jeffrey Heinrich.	Christine (Township staff); D. Matsko	October 20, 2026 (call requested "tomorrow"); funds available through Nov. 30, 2028	Old Business – NOPEC
Request the Link Exteriors contract and an M&K Roofing reference; specify draw payments in lieu of down payments; request an additional ice and water shield run and an adder price for Grace materials.	R. Davis	Before tentative special meeting (Oct. 21, 2026)	Old Business – Adam Hall roof
Schedule and advertise a special meeting on the Adam Hall roof (24-hour notice required).	R. Davis; Christine (Township staff)	Tentatively Oct. 21, 2026, 6:00 PM	Old Business – Adam Hall roof
Review the two roofing contracts side by side before award.	Board of Trustees	At special meeting	Old Business – Adam Hall roof
Review AED purchase vs. lease information.	M. Troyan	Not specified	Old Business – AED
Continue discussion of the Fire Prevention Officer job description.	R. Davis; Board of Trustees	Next meeting(s) (Nov. 2, 2026)	Old Business – Job descriptions
Prepare Road Department job descriptions for its three positions.	Road Department	Not specified	Old Business – Job descriptions
Update the procedures manual to a 120-hour compensatory time maximum.	D. Matsko; Christine (Township staff)	Not specified	Fiscal Officer report
Purchase replacement office refrigerator/freezer (up to $1,300).	Not specified	Not specified	New Business – Refrigerator
Return with additional information (including payroll) on the proposed Munn Road tax abatement, if requested.	K. Leininger (Geauga Growth Partnership)	Not specified	Guest – Tax abatement
Carry forward the Auburn Corners project (not discussed).	Board of Trustees	Next regular meeting (Nov. 2, 2026)	New Business – Auburn Corners

Minutes prepared from the official meeting agenda and audio/video transcript of the October 19, 2026 regular meeting of the Auburn Township Board of Trustees. Subject to approval by the Board at a subsequent meeting.

Daniel J. Matsko, Fiscal Officer

Michael S. Troyan, Chairman

Riley Davis, Vice-Chairman

Patrick J. Cavanagh, Trustee

Nov 2, 2026

Date

AUBURN TOWNSHIP

BOARD OF TRUSTEES MEETING AGENDA
Monday, October 19, 2026

7:00pm CALL TO ORDER:
- Chairman Michael S. Troyan

PLEDGE OF ALLEGIANCE

GUEST: Samantha Salamon, Candidate for Ohio House District 35

MINUTE APPROVAL: Regular Meeting 10/05/2026

SCHEDULED REPORTS:
- Mike Fenstermaker, Highway Superintendent
- John Phillips, Fire Prevention Officer

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

OLD BUSINESS:
- NOPEC Energizing Grant ($14,369.00)
- AED buy vs lease
- Adam Hall roof repairs
- Job Descriptions

NEW BUSINESS:
- Replace office refrigerator
- Auburn Corners project

PUBLIC COMMENTS

SAVE THE DATE:

10/26/26 - Red Cross Blood Drive, Adam Hall 1:00pm to 6:00pm
***Future Blood Drives will be held at Town Hall 11000 E Washington St
10/31/26 - Happy Halloween! Trick-or-Treat 6:00 pm – 8:00 pm
11/02/26 - Board of Trustees Regular Meeting, Admin Building 7:00pm
11/03/26 - Election Day, Adam Hall 6:30am – 7:30pm
11/10/26 - BZA Regular Meeting, Admin Building 7:00pm
11/11/26 - Veterans Day, Office Will be CLOSED
11/12/26 - Zoning Commission Meeting, Admin Building 7:00pm
11/16/26 - Board of Trustees Regular Meeting, Admin Building 7:00pm
11/26/26 - Thanksgiving, Office Will be CLOSED

AUBURN TOWNSHIP

Auburn Township Board of Trustees

Meeting Attendance Sheet

Monday, October 19, 2026

Please Sign in

	Print Name	Resident	Non-Resident
1	Deb Standley	✓	
2	Patti Phillips	✓	
3	Kimm Leininger - GGP		✓
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Auburn Township Road Report

October 2026

Repairs

- Steering gear box and PTO solenoid replaced on truck 19
- New truck 16 was returned to have headlight issues fixed
- Coolant leak on old truck 16 was repaired
- Rebuilt steering cylinder on grader
- Full service on boom mower
    - Hydraulic filter and oil
    - Engine oil and filter
    - Air filter

Asphalt patching with road grader

- Grader patching on Wing, North and Southbound has been finished
- Grader patching on Stafford began at Munn and went East

Asphalt patching with hotbox

- Patched holes at the cul-de-sac of Carriage, intersection of Jennifer and Lindsay, Park Driveway, Shaw, most of Fox and Auburn Glenn
- Continued ditching on Valley

Miscellaneous

- Replaced Teather Ball at park
- Dusted bees at Adam Hall
- Repaired picnic table at Adam Hall
- Reinstalled speed limit sign on Fox
- Installed new sign at Frostwood Drive
- Replaced Stop Ahead sign on Wing
- Replaced speed limit sign on Washington extension
- PJ and I went to a meeting at the engineer's office to discuss their expectations
-
- + Picked up a deer on Stafford West of 44

Trees down

- Tree down on Shaw Road just South of 322

- Tree down on Quinn just North of Bartholomew

Gov Deals

- All items were picked up
- Miscellaneous filters were sold for $30.00
- Generator sold for $45.00
- Weed eater sold for $10.00
- Truck 16 did not meet the reserve (reserve was set at $15,000.00 and bid up to $10,001.00)

Cemetery

- Full burial October 10th at Shadey Side Cemetery

Auburn Fire Department
10950 Washington Street
Auburn Township, Ohio 44023
Phone: 440-543-4133
info@auburnfd.com
John L. Phillips, Chief

TO: Chief Phillips

FROM: Assistant Chief Vincent Valerio

DATE: October 10, 2026

RE: Auburn Fire YTD Statistics (2026 vs 2025)

	Jan-Sept 2026	**Jan-Sept 2025**
EMS Calls	414	476
Fire Calls	329	318
Total Calls	**743**	**794**
Mutual Aid Given	203	203
Mutual Aid Received	51	108
Total Transports	280	323
Total Non-Transports	144	200
Total Transfer to other Agency	3	5
Total Patients	**427**	**528**
Percentage of Multiple Calls*	**25.57%**	**25.44%**

*****01/01/2026 to 09/30/2026*****
***see multiple calls report for details**

Month	Double	Triple	Quadruple	Quintuple	Septuplet	Monthly Total
January 2026	8	2				10
February 2026	4					4
March 2026	11		1			12
April 2026	10					10
May 2026	6	2	1			9
June 2026	3	1				4
July 2026	7	3				10
August 2026	9	4				13
September 2026	10	2	1			13
October 2026						
November 2026						
December 2026						
TOTAL	68	14	3			85

YTD Occurrences: 85

Total # Overlapping Calls: 190 calls

Dept. Total YTD: 743 calls

Percentage of Multiple Calls- 25.57%

Report from 01/01/2026 to 09/30/2026

FISCAL OFFICER REPORT OCTOBER 19, 2026

Fiscal Officer Dan Matsko presented the payment list for payments processed since OCTOBER 5, 2026.

PAYMENT LISTING

• 11 ELECTRONIC PAYMENTS PROCESSED:	$ 40,128.49
• 17 WARRANTS PROCESSED:	$ 21,550.96
TOTAL:	$ 61,679.45

Dan Matsko
10/19/26

Dan Matsko

Payment Listing

10/6/2026 to 10/19/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
263-2026	10/06/2026	10/11/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$118.62	O
264-2026	10/06/2026	10/11/2026	CH	WINDSTREAM WESTERN RESERVE INC.	$174.17	O
265-2026	10/06/2026	10/15/2026	CH	MEDICAL MUTUAL OF OHIO	$18,577.27	O
266-2026	10/06/2026	10/15/2026	CH	OHIO EDISON	$24.13	O
267-2026	10/06/2026	10/15/2026	CH	ENBRIDGE GAS OHIO	$513.24	O
268-2026	10/13/2026	10/17/2026	CH	DELTA DENTAL	$760.17	O
269-2026	10/13/2026	10/17/2026	CH	BUREAU OF WORKERS COMPENSATION	$859.91	O
270-2026	10/14/2026	10/17/2026	CH	BESTCO HARTFORD	$2,277.55	O
271-2026	10/15/2026	10/17/2026	CH	ILLUMINATING CO.	$12.03	O
272-2026	10/15/2026	10/17/2026	CH	AHOLA CORPORATION	$16,572.98	O
273-2026	10/16/2026	10/17/2026	CH	VISION SERVICE PLAN - (OH)	$238.42	O
9427	10/19/2026	10/18/2026	RW	ASHLEY MCCLELLAN	$175.00	O
9428	10/19/2026	10/18/2026	AW	COMPANY 119	$6,450.00	O
9429	10/19/2026	10/18/2026	AW	DANIEL MATSKO	$642.92	O
9430	10/19/2026	10/18/2026	AW	AUBURN ASPHALT	$1,250.00	O
9431	10/19/2026	10/18/2026	AW	GEAUGA COUNTY DEPT OF WATER RESO	$151.34	O
9432	10/19/2026	10/18/2026	AW	KINETICO QUALITY WATER SYSTEMS	$48.40	O
9433	10/19/2026	10/18/2026	AW	FOGARTY SERVICES, LLC	$3,240.00	O
9434	10/19/2026	10/18/2026	AW	GILLMORE SECURITY SYSTEMS,INC.	$441.35	O
9435	10/19/2026	10/18/2026	AW	HARTVILLE HARDWARE	$122.88	O
9436	10/19/2026	10/18/2026	AW	NEWBURY AUTO PARTS,INC.	$850.90	O
9437	10/19/2026	10/19/2026	RW	CARRIE RIZZO	$300.00	O
9438	10/19/2026	10/19/2026	AW	MELZER'S FUEL SERVICE CO.	$2,698.20	O
9439	10/19/2026	10/19/2026	AW	21st Century Media-Ohio	$52.17	O
9440	10/19/2026	10/19/2026	AW	Cuyahoga Asphalt Materials	$1,594.80	O
9441	10/19/2026	10/19/2026	AW	G. KAUFMANS SEPTIC TANK CLEANING SE	$2,300.00	O
9442	10/19/2026	10/19/2026	AW	Buckeye Power Sales Co., Inc.	$938.00	O
9443	10/19/2026	10/19/2026	AW	VICTORIA DRUCKER	$295.00	O
				Total Payments:	$61,679.45	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$61,679.45	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

Dan Matsko
10/19/26