

## RECORD OF PROCEEDING

Minutes of Burton Township Trustees  
Held at the Burton Township Administration Building

Regular Meeting  
May 6, 2024

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Jarred Miller, Chairman, opened the meeting at 7:30 p.m. All present recited the Pledge of Allegiance.

Board Members Jarred Miller and Dan Whiting, in attendance.

Minutes: The minutes from April 15, 2024 were tabled until next meeting, scheduled for May 20<sup>th</sup>, 2024.

Public Comment: Ms. Kristi Pinkley and Mr. Adam Litke of Geauga Public Health, were present to provide information on the State mandated change related to septic systems. The Department has implemented a staggered roll out program throughout Geauga County, which has allowed them to keep the fees efficient and cost effective for residents. Burton Township residents roll out will begin Mid May. Any questions related to this program can be directed to the Geauga Public Health Department at 440-279-1902.

Mr. Sean Thompson was present to provide an update on the new maintenance building. He anticipates approval of the Building Permit at the first June meeting. Legal Notice for Bids will also be included at the June meeting. Trustees discussed turning the building 90 degrees for better ingress and egress. Mr. Thompson plans to stake out the building to illustrate the new location. Mr. Miller stated the importance of retaining the trail access and the perseveration of trees in the Park.

Mr. Ken Zwolinski was present. He provided a report from the NOAH trash pickup, stating in was very successful.

Fire Department: No one in attendance.

Cemetery: Cemetery Sexton, Elana Koh is working on a foundation at Slitor Cemetery for Deborah Swain Lea. Payment has been received. Pending foundation. There was a full burial performed at Slitor Cemetery for Mr. Albert Schienki in Section Newest A, Lot 671. Mr. Schienki was a Veteran. There are 2 lots a Pleasant Hills that are waiting to be probed, related to a request from Dan Gingerich. He would like access to these lots in order to be laid to rest near his family. Mr. Gingerich stated he believed his father, Melbourn Gingerich purchased these lots in the 1990's however no deed exists in the Township Records.

Zoning: Mr. Rick Gruber, Zoning Inspector, issued 6 permits in April, including permits for an accessory structure located in the Industrial District, a new primary residence with agricultural accessory structure, and an addition.

Elana Koh, Zoning Secretary, reported on Zoning Commission, stating that the 2<sup>nd</sup> Alternate, Matt Iouse was introduced at the April Meeting. The next Zoning Commission meeting will take place on Monday, May 13<sup>th</sup>, 2024 at 7:00 p.m. Mrs. Koh had nothing to report on the Board of Zoning Appeals.

Park Committee: No one in attendance.

**Roads:** Andy Baker, resident on Carlton Street, reported 5-7 downed Township trees on his property. Jason Sutter investigated and reported that the trees are hung up and in a very difficult area to get to. Mr. Miller will contact Township Insurance Company for guidance.

Mr. Sutter reported that Proscap increased \$10 per cut stating in April. Mr. Sutter reported a culvert replacement on Roselawn. Resident should contact the County for ditch elimination. Trustees approved the quote from Independent Tree in the amount of \$1,300 to remove a 26" Maple Tree near the wires on White Road. Trustees will investigate cost of a new 12' commercial garage door opener, specifically for Model #SXT5011.

Mr. Sutter reported the ditch dirt was cleaned out on Longwood, tree cleaning on Colony Lane, they graded Bigelow, waxed the Kubota and mowed and weed whipped at the Park. Tree clean up continued on White Road and cleared a downed tree of Hotchkiss. Logs were hauled from White Road. Cemetery Flags were raised. Side mower was serviced, but is in need to new blades. New batteries for grader. Trash Day dumpsters are ready. Crew will be working on ditching White Road and then will move onto drive pipes. Plan to cold patch Hubbard & Forest.

**Fiscal Officer:** Mr. Miller made a motion to approve Resolution 2024-6: Approving the Geauga County 911 Final Plan, ORC 128.06. Mr. Whiting seconded the motion. Vote: Mr. Miller – yes, Mr. Burnett – absent, Mr. Whiting – yes.

Mr. Miller made a motion to approve Resolution 2024-7: Resolution to Order the Asphalt Resurfacing of Section A of White Road, TR-0140. Mr. Whiting seconded the motion.

Vote: Mr. Miller – yes, Mr. Burnett – absent, Mr. Whiting – yes.

Mr. Miller made a motion to approve Resolution 2024-8: Resolution Requesting Address Recommendations from the Geauga County Engineer's Tax Map Department. Mr.

Whiting seconded the motion. Vote: Mr. Miller – yes, Mr. Burnett – absent, Mr. Whiting – yes.

Trash Day Advertisement will be published in the Good News on May 16<sup>th</sup>. The Township received a certified letter from Altice regarding State issued video service authorization and a Chapter 11 Case. Mrs. O'Neill will pass these items along to Kristen Rine for any required legal guidance.

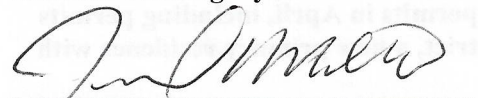
**Old Business:** There was none.

**New Business:** There was none.

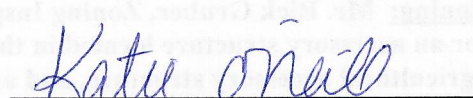
The next regular meeting will be on May 20th, 2024 at 7:30 pm.

**Warrants:** Warrants #12321 thru #12367 were approved and paid.

As there was no further business, this meeting was adjourned at 9:59 p.m. by a motion from Mr. Whiting and seconded by Mr. Miller. Vote: Mr. Miller – yes, Mr. Burnett – absent and Mr. Whiting – yes.



Chairman



Fiscal Officer

**RESOLUTION 2024-6**  
**APPROVING THE COUNTYWIDE 9-1-1 PLAN PER ORC 128.08**

WHEREAS, Geauga County has established a 9-1-1 Program Review Committee as required by the Ohio Revised Code; and


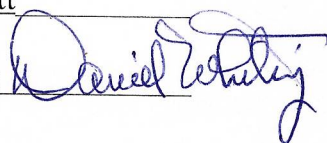
WHEREAS, the 9-1-1 Program Review Committee has met and approved the Geauga County 9-1-1 Final Plan; and

WHEREAS, the Board of Burton Township Trustees has reviewed the Final Plan and discussed the same in an open meeting and approves the Geauga County 9-1-1 Final Plan.

NOW THEREFORE, BE IT RESOLVED, that the Geauga County 9-1-1 Final Plan as presented by the Geauga County 9-1-1 Program Review Committee is hereby approved;

BE IT FURTHER RESOLVED, that this Resolution becomes part of the permanent record of the Board of Burton Township Trustees, Geauga County, Ohio.

Mr. Miller moved for the adoption of the foregoing, and  
Mr. Whiting seconded the motion. Upon the call of the question, the vote was as follows:

TRUSTEE	YEA OR NAY
Mr. Jarred Miller 	<u>yes</u>
Mr. Kenneth Burnett	_____
Mr. Daniel Whiting 	<u>yes</u>

Adopted on this 6<sup>th</sup> day of May, 2024

Fiscal Officer's Certification

The foregoing is a true and correct excerpt from the minutes of the meeting held on the 6<sup>th</sup> day of May, 2024 of the Board of Burton Township Trustees of County of Geauga, State of Ohio, showing the adoption of the resolution here in above set forth.

Katie O'Neill  
Katie O'Neill, Fiscal Officer

RESOLUTION 2024-4  
 APPROVING THE COUNTYWIDE 9-1-1 PLAN PER ORC 138.08

WHEREAS, Geauga County has established a 9-1-1 Program Review Committee as required by the Ohio Revised Code, and

WHEREAS, the 9-1-1 Program Review Committee has met and approved the Geauga County 9-1-1 Final Plan; and

WHEREAS, the Board of Burton Township Trustees has reviewed the Final Plan and discussed the same in an open meeting and approves the Geauga County 9-1-1 Final Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Geauga County 9-1-1 Final Plan as presented by the Geauga County 9-1-1 Program Review Committee is hereby approved;

BE IT FURTHER RESOLVED, that this Resolution becomes part of the permanent record of the Board of Burton Township Trustees, Geauga County, Ohio.


Mr. Miller moved for the adoption of the foregoing, and  
 Mr. Wyrzykowski seconded the motion. Upon the call of the question, the vote was as follows:

YEA OR NAY	TRUSTEE
_____	Mr. James Miller 
_____	Mr. Kenneth Bonnell
_____	Mr. Daniel Whittle 

Adopted on this 6<sup>th</sup> day of May, 2024

Tactical Officer's Certification

The foregoing is a true and correct except from the minutes of the meeting held on the 6<sup>th</sup> day of May, 2024 of the Board of Burton Township Trustees of County of Geauga, State of Ohio, showing the adoption of the resolution here in above set forth.

  
 Tactical Officer

Resolution No. 2024-7  
**RESOLUTION TO ORDER**  
**THE ASPHALT RESURFACING OF SECTION A**  
**OF WHITE ROAD, TR-0140**

Burton Township, Geauga County, Ohio

WHEREAS, the Burton Township Board of Trustees (the Board) has determined by unanimous vote in Resolution # 2024-3 that the public convenience and welfare require the improvement of **WhiteRoad** (TR-0140), in Burton Township, and authorized the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code (R.C.); and

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

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

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

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

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

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

BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby ordered to let this project for bids in accordance with R.C. Section 5575.02. The bids shall be let upon a unit price basis. Bids shall be received until 10:00 AM on May 24, 2024 and read publicly thereafter.

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

Voting thereon:

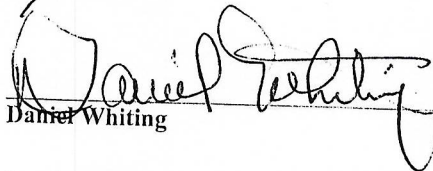
Vote:

\_\_\_\_\_  
Kenneth C. Burnett

\_\_\_\_\_  


Jarred Miller

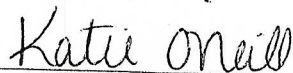
\_\_\_\_\_  
YES

\_\_\_\_\_  


Daniel Whiting

\_\_\_\_\_  
YES

I certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on May 6<sup>th</sup>, 2024.

\_\_\_\_\_  


Katie O'Neill

\_\_\_\_\_  
Fiscal Officer

\_\_\_\_\_  
5/16/24

Date



**RESOLUTION 2024-8**

**RESOLUTION OF THE BOARD OF TRUSTEES OF BURTON TOWNSHIP REQUESTING ADDRESS RECOMMENDATIONS FROM THE GEUGA COUNTY ENGINEER'S TAX MAP DEPARTMENT**

The Board of Trustees of Burton Township, Geauga County, Ohio, met in regular session on the 6<sup>th</sup> day of May, 2024 at the Administration Building with the following members present:

Jarred Miller

Daniel Whiting

WHEREAS, the Board of Trustees of Burton Township, Geauga County, Ohio (“the Township”) is authorized to assign numbers for houses on streets and roads in unincorporated areas of the Burton Township pursuant to R.C. 503.30;

WHEREAS, pursuant to R.C. 325.14, the Geauga County Engineer is the county tax map draftsman, and appoints necessary assistants and draftsmen to serve in the Geauga County Tax Map Department per R.C. 5713.09-.10;

WHEREAS, to ensure countywide consistency and accuracy in the assignment of addresses, the Township desires to request recommendations for address assignments from the Geauga County Engineer’s Tax Map Department when address assignments are needed in Burton Township; and

WHEREAS, the Geauga County Engineer agrees that countywide consistency and accuracy of address assignment is in the best interest of the Township, the County and benefits the public welfare; and

WHEREAS, the Township will consider address recommendations from the Geauga County Engineer’s Tax Map Department and will take action to either accept or reject the address recommendation and communicate its decision to the Geauga County Engineer’s Tax Map Department;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Burton Township, Geauga County Ohio, that:

1. The Township will seek address recommendations from the Geauga County Tax Map Department for the assignment of house numbers on the streets and roads in the unincorporated areas of the Township;
2. The Township will review said recommendations for approval or rejection, and will communicate its decision to the Geauga County Engineer’s Tax Map Department;

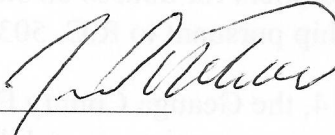
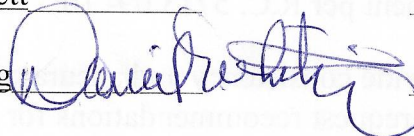
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- 3. In the event the Township rejects a recommended address assignment, the Township must instead provide an alternative address assignment for the location at issue.

Mr. Miller moved for the adoption of the foregoing, and

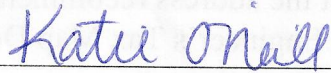
Mr. Whiting seconded the motion. Upon the call of the question, the vote was as follows:

TRUSTEE	YEA OR NAY
Mr. Jarred Miller 	<u>YEA</u>
Mr. Kenneth Burnett	_____
Mr. Daniel Whiting 	<u>YEA</u>

Adopted on this 6<sup>th</sup> day of May, 2024

**Fiscal Officer's Certification**

The foregoing is a true and correct excerpt from the minutes of the meeting held on the 6<sup>th</sup> day of May, 2024 of the Board of Burton Township Trustees of County of Geauga, State of Ohio, showing the adoption of the resolution here in above set forth.



Katie O'Neill, Fiscal Officer