

RECORD OF PROCEEDING

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

Regular Meeting
July 8, 2024

Jarred Miller, Chairman, opened the meeting at 7:35 p.m. All present recited the Pledge of Allegiance.

Board Members Jarred Miller, Ken Burnett and Dan Whiting, in attendance, together with Fiscal Officer, Katie O'Neill.

Attendees included: Ken Zwolinski, Shane Hajjar, Jason Sutter, Rick Gruber, Elana Koh.

Minutes: The minutes from June 3, 2024 were approved as amended with a motion from Mr. Burnett. Mr. Whiting seconded this motion. Vote: Mr. Miller – abstained, Mr. Burnett – yes, Mr. Whiting – yes. The minutes from June 17, 2024 were tabled till the next meeting.

Public Comment: Shane Hajjar from the Geauga County Engineer's Office was present. Mr. Hajjar provided guidance on the documentation sent regarding the White Road Project. Mr. Burnett has signed the OPWC Project Agreement pertaining to White Road.

After the review of the documents Mr. Burnett made the motion to award Ronyak Paving, Inc. the Unit Price Contract pertaining to White Road in the amount of \$200,145.00. Mr. Whiting seconded the motion. Vote: Mr. Miller – yes, Mr. Burnett – yes, Mr. Whiting – yes.

Mr. Burnett made the motion to sign and execute the Unit Price Contract pertaining to White Road. Mr. Whiting seconded the motion. Vote: Mr. Miller – yes, Mr. Burnett – yes, Mr. Whiting – yes.

Mr. Hajjar accepted two (2) signed copies of the Unit Price Contract, one (1) for the Engineer's Office and one (1) for the Contractor, Ronyak Paving, Inc..

Ken Zwolinski was present. Mr. Zwolinski requested the American Flag at the Administration Building be replaced. Rick Gruber, offered to donate his father's military flag as a replacement. Mr. Zwolinski commented that the sawmill on Tavern Road has moved to Burton Windsor Road, east of Rt. 528. Mr. Zwolinski shared his support for State Wide Zoning opposed to Zoning at the Township level. In his opinion, an area needs to have the ability for growth, and zoning should be based more on environment and what is best for the residents. Mr. Miller stated that the Land Use Plan Survey, anticipated to be available late summer or early fall, will be a good indicator of what Burton Township residents are wanting. Mr. Zwolinski suggested the Trustees have Dale Markowitz provide a presentation on zoning matters.

Fire Department: No one in attendance.

Cemetery: Cemetery Sexton, Elana Koh provided her report. Foundation completed at Slitor for Mr. William Anton Urbanowicz. Open/Closes for the month of June included a full burial at Pleasant Hills for Betty Lou Gingerich. Mrs. Gingerich was laid to rest on June 26th. A cremation burial for Mrs. Barbara Goff was completed on July 6th at Pleasant Hills. Mr. Burnett commented on the cleanliness of the fence at Pleasant Hills. Jason Sutter will prepare hours for completion power washing and the Trustees will research power washing companies for an estimate.

Zoning: Zoning Inspector, Rick Gruber issued 3 permits during the month of June. Permits included: 1 – Sign, for Berkshire School District, 1 – Solar Panel, 1 – Primary Residence (2,900 sqft). An application for a zoning appeal was received by Adam & Sarah Corbett. They are requesting to consolidate 2 lots on Burton Hts. Blvd. that are below the area minimum acreage. Inspector Gruber has sent a violation to Mr. Kovach. The gentleman in the camper has been evicted from the Adamic property. Inspector Gruber has a signed affidavit for the property on

the corner of Fisher and Osmond for the old residence to be torn down within 60 days of completion of the new residence. Inspector Gruber will follow up on the sign affixed to the telephone pole at the corner of Rt 87 and Gingerich. Zoning Secretary, Elana Koh reported the GCTA has received the signed zoning letter. The Board of Zoning Appeals has a public hearing on July 9th to consider the Conditional Use Application #1652-24, submitted by Mr. Troy Jones of 14828 Hubbard Road. A public hearing for Application #1655-24, submitted by Adam & Sarah Corbett is pending a date.

Park Committee: No one in attendance.

Roads: Road Foreman, Mr. Jason Sutter provided the following report for the department. White Road: ditching is complete. Drive pipes are in. He is cutting down the berm to match paving level. Used the side mower on Burton Lakes, the Park and the building. Cleaned up at the Pavilion. Backhoe is coming up 2,000 hours, which requires an advanced service. Will begin working on removal of park trees. Mr. Sutter is on vacation July 13th – 20th. Mr. Portman is out on July 18th & 19th.

Fiscal Officer: Mr. Burnett made a motion to approve Resolution 2024-09: Certificate of Need for the 1.25 mill Fire Levy Renewal. Mr. Whiting seconded the motion. Vote: Mr. Miller – yes, Mr. Burnett – yes, Mr. Whiting – yes.

The draft of the 2022-2023 Audit conducted by Perry & Associates was reviewed. Mr. Miller & Mrs. O'Neill approved and signed off on the draft and its findings. Mrs. O'Neill reported on the NOPEC NEC Grant balance of \$13,745.00, of which \$4,484.00 will expire November 30th.

Trustees to collect exterior door quotes to tax advance of these grants. Mrs. O'Neill will contact the Department of Commerce related to Altice and the franchise fees collected. Discussed the ach payment option for Anthem Life in the amount of \$31.26. The invoice to Mr. Jim Timmons for the 38 acres of CAUV land in the amount of \$1,492.36 is ready to go out. Mr. Whiting to contact Mr. Timmons before the invoice is sent. A draft of the 2025 Tax Budget was reviewed.

Old Business: Mr. Burnett reported on status of the New Maintenance Building & Garage. Mr. Sean Thompson dropped off a full set of blue prints to review. Mr. Thompson is ready to submit for bids: \$825,000 accepting till August 7th. Trustees to contact Mr. Thompson to change initial bid to \$800,000.

New Business: Mr. Whiting provided the information on following topics from the May issue of the Township Association Magazine: publishing of meeting notices and reinstatement of indigent burial grants. Mr. Whiting would like to recognize long time resident of Burton Township, Beth Cup as she celebrates her 95th birthday in August.

On July 15th, 2024 Trustees will conduct the 2025 Tax Budget Hearing at 7:00 p.m. The next regular meeting will be on July 22nd, 2024 at 7:30 pm.

Warrants: Warrants #12416 thru #12443 were approved and paid.

As there was no further business, this meeting was adjourned at 10.43 p.m. by a motion from Mr. Burnett and seconded by Mr. Whiting. Vote: Mr. Miller – yes, Mr. Burnett – yes and Mr. Whiting – yes.


Chairman


Fiscal Officer