

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

Regular Meeting
November 4th, 2024

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

Roll Call: Board Members Jarred Miller, Ken Burnett in attendance, together with Fiscal Officer, Katie O'Neill. Dan Whiting was absent.

Attendees included: Zoning Inspector - Rick Gruber, Cemetery Sexton & Zoning Secretary – Elana Koh, Road Foreman – Jason Sutter, Residents – Ken Zwolinski, Mary Lambert.

Minutes: The minutes from October 21st, 2024 were tabled for the November 18th meeting.

Public Comment: Mrs. Mary Lambert was in attendance. She recently filed an official zoning complaint pursuant to her adjacent neighbor at 15640 Claridon Troy Rd. Mrs. Lambert stated that the resident has plans to expand the existing parking lot on the property to accommodate the heating & cooling business, however the expansion will encroach on the property line and violate the 20-foot setback zoning regulation. Mrs. Lambert read a letter and provided pictures to further illustrate the issues. She stated there are several zoning violations happening. Mrs. Lambert requested from her neighbors that the existing dumpster be removed, no more gravel be put down within 20 feet of the property line and the commercial vehicles be parked inside or out of sight. She stated that her neighbors filed harassment charges and built the driveway anyway. In closing Mrs. Lambert stated that not only are her neighbors in a setback violation, but they are running a commercial business in a residential area. Not only running it but trying to grow it. The official complaint was filed in the last week of October. Mr. Gruber sent a letter of complaint on to the property owner. The owners have 5-7 days to respond or address the complaint before Mr. Gruber can move forward with the violation process. Mr. Burnett asked if the property pins are there? Mrs. Lambert stated they are and that she will ensure that they are easily located in order to determine the actual property line for the Zoning Inspector to establish the property line.

Department Reports:

Building & Grounds - Mr. Burnett made the motion to award the new maintenance garage contract with alternates G2, M1 and M2 to Hoar Construction. The contract consisted of the base bid of \$771,369.00 for a Total Amount of \$800,869.00. Mr. Miller seconded this motion.

Roll Call:	Yes	No	Abstain
Miller	X		
Burnett	X		
Whiting			
Motion Carried.			

Mr. Sean Thompson will provide the contract to Hoar Construction for signature. Trustees will execute New Maintenance Garage Contract on November 18th. Mr. Miller stated Economy Door will measure the door frames this week and provide a final invoice by November 15th. The install will be complete by November 30th at the earliest. The doors will be white.

Fire Department – No one was in attendance. The Proposed Fire Contract for 2025-2027 was tabled.

Cemetery – Ms. Elana Koh reported on 3 Foundations at Slitor Cemetery. Michael Detweiler’s foundation is complete and paid in full. Enos Detweiler’s foundation is pending payment. Monument is coming from the VA. Albert Schienke’s foundation is pending. There were 3 Burials in October, 2 cremain burials at Pleasant Hills for Joan Sherman and Janis Janecek both on 10/15/24. One full burial at Slitor or Joan Szydowski on 10/28/24. There are 2 Lot Transfers pending at Slitor (Lots 353 & 354 in Section New B). Both required a \$400.00 transfer fee.

Zoning – Mr. Gruber reported 1 permit in the month of October. The permit fell under an Agricultural Exemption, for a solar panel. The solar panel will be used on the barn where the resident will be training horses.

Mr. Burnett made a motion to authorize Kristen Rine, APA; to settle Case #22A000731 JUDITH A. GAIS VS BURTON TOWNSHIP ZONING INSPECTOR and to submit the Proposed Judgement Entry to the Court of Common Pleas. This motion was seconded by Mr. Miller.

Roll Call:	Yes	No	Abstain
Miller	X		
Burnett	X		
Whiting			
Motion Carried.			

Ms. Koh reported that the Zoning Commission will meet on November 11th at 7:00 p.m. for their next regular meeting. The Zoning Commission will be discussing shipping containers as storage/accessory structures. The BZA has no new business at this time.

Park Committee – No one was in attendance.

Roads – Mr. Jason Sutter provided his report for the Road Dept: Completed the exhaust work on the '96 International. Changed the oil and checked lights on the '04 International. Installed a drive pipe on Fisher Rd for Mr. Hauxhurst. Blew and chopped leaves at the Admin Building, twice. Changed the oil and greased and changed fittings on the '96 International. Pressure washed the equipment. Performed winter storage maintenance on the road side mower. Performed road checks, nothing to report. Replaced the STOP sign at Chipmunk and Moss Woods. Tree removal on Fisher near the flying field. Prepped the Admin Building for voting (installed ramps & yard stakes for parking). 219 Tons of limestone mix was put down on Durkee/Hale. Upcoming Items include: Additional tree removal from the new maintenance building site. Install snow fencing. Pressure wash roller for winter storage. Cold patch for Hubbard & Erwin; Osmond & Forest if needed. Cold patch the hole on Stanley.

Mr. Burnett made a motion to approve the contract adjusting Change Order as submitted for the White Road Project. This motion was seconded by Mr. Miller.

Roll Call:	Yes	No	Abstain
Miller	X		
Burnett	X		
Whiting			
Motion Carried.			

The Final Invoice Payment of \$8,135.50, Warrant #12554, was issued to Ronyak Paving for the White Road Project.

Mr. Burnett made a motion to Request that OPWC funds be made in the amount of \$8,135.50 in correlation with the Pay App. This motion was seconded by Mr. Miller.

Roll Call:	Yes	No	Abstain
Miller	X		
Burnett	X		
Whiting			
Motion Carried.			

The Durkee Road Resident Survey will be discussed at the November 18th meeting.

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Fiscal Officer – Ms. O’Neill dispersed the calculation options to reduce the collection of the 3.0 Mill Road & Bridge Levy in 2025. Mr. Burnett made a motion to approve Resolution #2024-16 To Reduce Collection of Burton Township’s 3.0 Mill Road & Bridge Levy to 2.78 Mill for 2025 Only. Mr. Miller seconded this motion.

Roll Call:	Yes	No	Abstain
Miller	X		
Burnett	X		
Whiting			
Motion Carried.			

This resolution will provide Burton Township property owners with \$21,848.68 in property tax relief in efforts to offset the increased inside millage. Ms. O’Neill reported the receipt of the Annexation 2023 Property Taxes in the amount of \$4,010.79 (Burton Township receives 40%). Once the final invoice from Economy Doors is received Ms. O’Neill will submit for the NOPEC NEC Grant Reimbursement.

Old Business – The Fall Newsletter levy information will be adjusted after the election. The addresses are being finalized along with the QR Code. The quantity will be under 1,500, reducing the cost of printing & postage. The 2025 OTA Conference (Jan 29th-31st) Registration & Housing is open. The next HDAC meeting is schedule for November 20th at 6:30 p.m. The meeting will be held on the 3rd Floor of the Geauga County Offices.

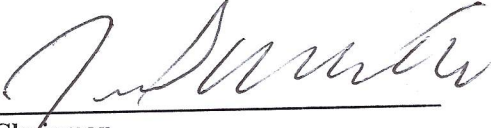
New Business: Jim Zuccaro, from OTARMA with the attend the November 18th meeting. He will provide a short presentation on any updates.

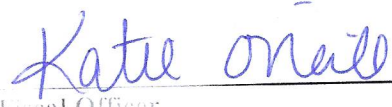
Next Meeting: Monday, November 18th, 2024 @ 7:30 pm

Warrants Issued: #12549 – 12567

Adjourn: As there was no further business, this meeting was adjourned at 9:19 p.m. by a motion from Mr. Burnett and seconded by Mr. Miller.

Roll Call:	Yes	No	Abstain
Miller	X		
Burnett	X		
Whiting			
Motion Carried.			


Chairman


Fiscal Officer

