

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

Regular Meeting  
December 2<sup>nd</sup>, 2024

Jarred Miller, Chairman, opened the meeting at 7:32 p.m. All present recited the Pledge of Allegiance.

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

Attendees included: Cemetery Sexton & Zoning Secretary – Elana Koh, Road Foreman – Jason Sutter, Land Use Committee Chairman – Nick Gorris, Residents – Ken Zwolinski, John Nelson, MaryJo Beck, Geoff Beck, Kevin Suszynski.

**Minutes:** The minutes from November 18<sup>th</sup>, 2024 were approved as amended with a motion from Mr. Burnett. Mr. Whiting seconded this motion.

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

**Public Comment:** Mr. John Nelson, a member of the BZA and resident of Rapids Rd, remarked on an abandoned house located at 15855 Rapids Rd that has been in disrepair for over 15 years. The property includes a shortwave radio tower and has been a concern for several years due to health and safety issues. Neighbors, particularly those with small children, are worried about potential hazards. The property owner, who lives out of state, continues to pay taxes on the land. The Health Department inspected the property on 10/22/24, but no updates have been received.

The property is a legal non-conforming lot of 1.3 acres, which is a result of a lot split. If it can be classified as a health and safety hazard, the demolition cost could be applied to the property's taxes upon sale. Addressing this issue would require coordination with the Fire Department and Health Department. Mr. Whiting will contact the Prosecutor's office to explore next steps.

Mr. Kevin Suszynski, Mr. Geoff Beck, and Mrs. MaryJo Beck, residents of North Osmond Rd, attended the meeting to discuss improvements for their road. They had previously brought up the issue at a Trustee meeting and sought to continue the conversation. Mr. Burnett explained that North Osmond is co-owned by both Burton and Claridon Townships, and there are other dirt roads jointly owned by both that also require improvement. He shared that the plan is to open discussions with Claridon Township regarding improvements to another co-owned road, and North Osmond will be included in these talks, ideally within the next month.

Mr. Beck asked what further actions they could take to assist with the road improvement. Trustees suggested initiating a dialogue with the Claridon Trustees. From a maintenance perspective, Mr. Burnett noted that the Road Department does an excellent job maintaining the dirt roads, despite having only two staff members. Mr. Suszynski mentioned that he would like to see more gravel added when gravel is applied to the road.

Mr. Nick Gorris attended the meeting to provide an update on the status of the Land Use Plan Survey. The survey was mailed out last week, and so far, 9% of residents have responded electronically. This response rate does not include the requests for paper surveys. Approximately 15-20 requests for paper surveys have been made, and those will be delivered, hopefully, within this week. Overall, the survey is off to a good start.

Department Reports:

Fire Department – Chief Davidson was absent. According to the provided monthly report, Burton Township had 22 incidents during the month of October. There have been 1,088 incidents YTD in 2024. 302 of these have occurred in Burton Township. YTD incidents in 2023 were 1,044, resulting in a 5% increase in call volume year over year. Approximately 61% of all incidents are related to Emergency Medical Services, with the remaining 39% relating to Fire incidents as of October 31<sup>st</sup>.

The Trustees reviewed the proposed fire contract, which includes a 10% increase for 2025, followed by a 4% increase each year for 2026 and 2027. Considering the 5% increase for the 2025 budget and the current deficit spending, the Trustees decided to counter the proposed fire contract with the following terms: a 6% increase for 2025, followed by a 5% increase each year for 2026 and 2027. The purchase/lease of AED equipment was tabled for the December 16<sup>th</sup> meeting.

Cemetery – Ms. Elana Koh reported that one foundation is pending at Slitor Cemetery for Enos Detweiler. There were no burials in November. She also presented two deed transfers to be signed: the WAUSR Trust Successors are transferring Lots 353 and 354 in Section New B of Slitor Cemetery to Janice Doing, the sister of the deceased. Transfer fees of \$800.00 have been received. Additionally, Ms. Koh noted that there will be a price increase for foundations in 2025, and she will provide the new prices for approval once they have been received.

Zoning – Mr. Gruber was absent. He plans to provide his November report at the December 16<sup>th</sup> meeting. Ms. Koh reported that the Zoning Commission discussed shipping containers at their November meeting. The conclusion was that zoning cannot make decisions regarding the aesthetics of buildings, and that responsibility would fall under an Architectural Review Board. The next Zoning Commission meeting is scheduled for December 9<sup>th</sup> at 7:00 p.m. Ms. Koh reported that both Mr. Greg Rinehart and Mr. Matthew Iouse have agreed to serve another term on the Zoning Commission. She will contact Mr. John Nelson and Mr. Joe Dallos from the BZA to inquire if they would like to serve another term. The Trustees plan to reappoint members at the December 16<sup>th</sup> meeting.

Park Committee – No one was in attendance.

Roads – Mr. Sutter provided his report for the Road Department. The team has finished cutting trees at the new building site, resulting in one load of brush for Hauser. Ryan Hoar cleared the site and will work on the footers, weather permitting. Potential design changes include adjusting the interior drainage system to have one pipe trench drain running east to west instead of individual pipes in the bays, and switching to a less expensive version of the oil and water separator. Once the footers are in, Ryan will begin building the walls, again weather permitting.

The Road Department completed several tasks, including putting the plows and spreaders on the trucks and loading the remaining 57 slag into them. Mr. Burnett approved an order for more material for the Akron property. The first load of salt cinder was also loaded, and a round of salt cinder mix was laid down on Friday. Additionally, the brake lights on the 2004 International were replaced, and a taillight, inner fender well, and mud flag were replaced on the 1989 International. The department picked up 11 tons of salt from the Engineer's office and performed road maintenance on Durkee/Hale, Pond, Rider, North Osmond, and Colony. The shop was cleaned up as well.

Mr. Sutter took off on December 2<sup>nd</sup>, and Mr. Portman handled plowing, salting, and replaced the hydraulic line on the 2013 International. Upcoming tasks include additional plowing.

The Trustees approved the purchase of two sets of heated, LED plow lights from Mill Supply, with a total cost of approximately \$700.00.

**RECORD OF PROCEEDING**

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Mr. Burnett provided the Board with a draft survey for the residents of Durkee Rd, which includes 6 questions. The Board will review and discuss the survey at the next meeting.

**Building & Grounds** – Mr. Burnett made the motion to rescind Resolution #2024-17, and Mr. Whiting seconded the motion.

Roll Call:	Yes	No	Abstain
Miller	X		
Burnett	X		
Whiting	X		
<b>Motion unanimously Carried.</b>			

Mr. Burnett made Resolution #2024-18 to execute the building contract and utilize the ARPA Funds. Mr. Whiting seconded the Resolution.

Roll Call:	Yes	No	Abstain
Miller	X		
Burnett	X		
Whiting	X		
<b>Motion unanimously Carried.</b>			

**Fiscal Officer** – Mr. Burnett made Resolution #2024-19, which accepts the amounts and rates determined by the Budget Commission, authorizes the necessary tax levies, and certifies them to the County Auditor. A new rate resolution was needed because the rate of the 3.0 mil road levy was reduced by 0.22 mils at the November 4<sup>th</sup> meeting.

Roll Call:	Yes	No	Abstain
Miller	X		
Burnett	X		
Whiting	X		
<b>Motion unanimously Carried.</b>			

Mr. Burnett made Resolution #2024-20, which requests the Tax Advance Payments for the tax year 2024, on the collection dates as provided in 2025. Mr. Whiting seconded this Resolution.

Roll Call:	Yes	No	Abstain
Miller	X		
Burnett	X		
Whiting	X		
<b>Motion unanimously Carried.</b>			

Mr. Burnett made a motion to approve the Temporary Appropriations as presented.

General Fund	\$ 71,000.00
All Other Funds	\$164,750.00
<b>Total</b>	<b>\$235,750.00</b>

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Mr. Whiting seconded this motion.

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

Ms. O'Neill reminded Mr. Miller and Mr. Whiting that their Fraud Reporting and Training Certificates are still needed. Health insurance reimbursements will be available for the December 16th meeting. Additionally, she recommended changing the Anthem Life electronic payment to be drawn from the Health Savings Account instead of the primary checking account. She will double-check to ensure there are no restrictions for making this change.

Old Business – Mr. Whiting and Mr. Burnett provided an update on Bigelow Rd, which is currently listed by the County as "Abandoned/Unimproved." The Trustees decided to draft a letter to the Engineer's Office with the following inquiries:

1. Confirmation of the abandoned/unimproved status.
2. Clarification on what that status means for potential improvements by the Township.
3. Whether abutting property owners can compel the Township to improve the road.
4. The process for the Township to vacate the abandoned/unimproved portion of the road.

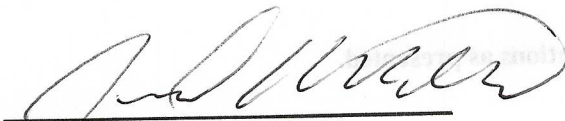
New Business: The paperwork for the OTARMA Board of Directors Election was distributed to the Trustees to complete at their discretion. Mr. Miller and Mr. Whiting will attend the next Quarterly GCTA Dinner, hosted by Hamden Township on January 8th. The event will begin at 6:00 p.m. at St. Mary Church, and the cost is \$32.00 per person.

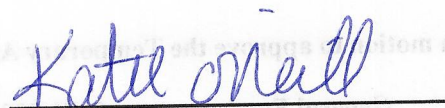
Next Meeting: Monday, December 16<sup>th</sup>, 2024 @ 7:30 pm

Warrants Issued: #12582 – 12602

Adjourn: As there was no further business, this meeting was adjourned at 10:28 p.m. by a motion from Mr. Burnett and seconded by Mr. Whiting.

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

  
Chairman

  
Fiscal Officer