

Ken Burnett, Chairman, opened the meeting at 7:03 p.m.

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

Attendees included: Fire Chief – Brian Davidson, Cemetery Sexton & Zoning Secretary – Elana Koh, Zoning Inspector – Rick Gruber, Road Foreman – Jason Sutter, Sean Thompson, Ken Zwolinski, Robert Demko.

Minutes: The minutes from the Organization meeting on January 13th, 2025 were approved as amended with a motion from Mr. Whiting. Mr. Miller seconded this motion.

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

The minutes from the Special meeting on January 13th, 2025 were approved as amended with a motion from Mr. Miller. Mr. Whiting seconded this motion.

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

Public Comment: Mr. Sean Thompson presented a change order for the New Maintenance Garage project. The change order proposes altering the trench drainage system from four drains running North to South to a single drain running East to West. Mr. Miller made a motion to approve the trench drain change order, this being Change Order #1, of the New Maintenance Garage project. Change Order #1 results in a cost savings to the Township. Mr. Whiting seconded this motion.

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

Location of the new drain will be staked out to ensure its placement is adequate to facilitate easier road crew work on trucks. By the end of the week, the building's shell is expected to be erected.

Mr. Ken Zwolinski shared feedback on several topics. He mentioned that the Land Use Survey was well done, but the use of a QR code in the newsletter was not effective, as many residents didn't understand how to use it. He suggested that volunteers should have gone door-to-door to deliver paper copies of the survey. Mr. Zwolinski also raised concerns about the condition of the potholes on the roads. He asked about the status of Durkee Road, and the Trustees responded that progress is being made, but it will take time. The process is moving in the right direction.

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

Regular Meeting
February 3rd, 2025

Mr. Rob Demko attended to acknowledge the efforts of the road crew. He praised Lance for doing an excellent job plowing and keeping Station Road clear during this challenging winter. He expressed his appreciation for the hard work and dedication of the Road Department.

Department Reports:

Fire Department – Chief Davidson reported on activity during the month of January. There were 102 incidents for the month, of which 31 occurred in Burton Township. In January 2024, 107 incidents occurred, resulting in a 5% decrease in call volume year over year. Approximately 52% of all incidents are related to Emergency Medical Services, with the remaining 48% relating to Fire incidents for January 2025.

Chief Davidson and the Trustees reviewed the revised Fire Contract for 2025-2027. They discussed minor adjustments to the annual and monthly contract amounts, based on a 6% increase for 2025 and a 5% increase for both 2026 and 2027. Chief Davidson will provide the final contract for the Trustees to sign at the next meeting.

The Trustees also discussed AED options with Chief Davidson. It was agreed that Mr. Miller would research and gather quotes for the purchase or rental of an AED device.

Cemetery – The issue regarding the two lots in Pleasant Hills, which Dan Gingerich is interested in, was revisited. Pleasant Hills Cemetery no longer allows the purchase of lots. However, the Trustees do not want to deny a family member the right to be buried within the family plot. While the Trustees stated that no additional lots will be allowed for full burials, they are open to considering cremation burials. This information will be presented to Mr. Gingerich for his consideration.

Zoning – Mr. Gruber reported that 3 permits were issued in January: 2 for accessory structures and 1 for a stand-alone solar panel. An update on the cleanup progress at the Adamic property reported significant improvement in its overall condition. Photos of the property were shared, showcasing the progress made. Mr. Gruber plans to follow up on the following items:

- The condition of the property located at the corner of Hotchkiss and Ryder, which requires attention.
- The installation of a solar panel on Georgia.
- An accessory structure at the corner of Tavern and Jug.

Ms. Koh reported that the Zoning Commission will meet on Monday, February 10th at 7:00 p.m. for their regularly scheduled meeting. The Board did not meet in January.

Park Committee – No one was in attendance. Mr. Sutter reported that Jerry Davis had dropped off some pine trees to be placed in the pond. The trees will provide a beneficial habitat for the pond's wildlife.

Roads – Mr. Sutter provided his report for the Road Department. The crew has been plowing frequently and has applied gravel to the dirt roads. They also added a wing to the backhoe to help manage snow drifts. They purchased and replaced a tire on the 2013 International. The salt tally for the season is currently at 159 tons.

Mr. Whiting inquired about feedback regarding the abandoned road status letter sent to the County Engineers. Ms. O'Neill will follow up with the Engineers' office.

Claridon Township reached out to discuss chip sealing North Osmond. Mr. Burnett explained to Claridon Township that Burton Township is not in favor of chip sealing and that North Osmond is not a priority, as there is only one Burton Township resident on the road, and they have access to Butternut Road as their main

Minutes of Burton Township Trustees
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driveway. However, the Trustees agreed to keep the conversation open for improving North Osmond in the future.

Building & Grounds – Ms. O’Neill will contact the Board of Elections to inform them that minimal parking will be available for the May 6th Special Election. Economy Doors has completed the installation of 3 new commercial doors on the admin building. New locks will be installed once the New Maintenance Garage is complete.

Fiscal Officer – Ms. O’Neill reported as of January 28th, 5 weeks remain on the current Cintas uniform contract. The Scrap Tire Grant application was submitted on February 2nd. Trustees signed the 2025 Agriculture Use Valuation (CAUV) Renewal application. Burton Township has been awarded a 2025 NEC Grant through NOPEC. Ms. O’Neill will begin working on the application. Ohio Insurance provided some options for Burton Township to carry \$25,000 on all elected officials. Trustees will review and discuss at the next meeting.

Old Business – The Land Use Committee met on January 28th to discuss the results of the survey. A total of 1,114 newsletters were mailed out, and approximately 220 surveys were completed, resulting in a 20% response rate. This percentage is consistent with other townships in the county. The Committee is scheduled to meet again on February 25th at 6:00 p.m.

New Business: The Geauga-Trumbull Solid Waste Management Plan Update has been received. The information will be posted on the website. The Elected Officials information on the website will be reviewed and updated according.

Next Meeting: Monday, February 17th, 2025 @ 7:00 p.m. Mr. Burnett will be absent.

Warrants Issued: #12654 – 12676

Adjourn: As there was no further business, this meeting was adjourned at 9:00 p.m. by a motion from Mr. Whiting and seconded by Mr. Miller.

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

Daniel Whiting
Vice Chairman

Kate O'Neill
Fiscal Officer

