
Ken Burnett, Chairman, opened the meeting at 7:00 p.m. Attendees recited the Pledge of Allegiance.

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

Attendees Included: Fire Chief – Brian Davidson, Road Foreman - Jason Sutter, ADP – Frank Antenucci, Joe Walkos, Halley Moore.

Attendees observed a moment of silence in honor of the Whiting family.

Minutes: The minutes from April 21st, April 28th and April 30th were tabled.

Public Comment: Mr. Antenucci presented the invoice for the ADP migration and addressed previous concerns regarding the agreement between Burton Township and ADP. Mr. Burnett expressed satisfaction with the migration cost, noting that the Trustees aimed to keep it under \$1,000—a goal ADP successfully met. Mr. Antenucci also referenced a May 8th *Maple Leaf* article and directly questioned Mr. Miller about his comments on email access. Mr. Miller clarified that he is concerned about relinquishing control over Burton Township's identity and acknowledged that ADP has the capability to access emails. However, he emphasized his willingness to work with the County, citing their understanding of local government and commitment to the township's best interests. Mr. Burnett noted that the article did not fully reflect the context of the original comment. Mr. Antenucci concluded by proposing quarterly meetings with the Fiscal Officer and a Trustee to address ongoing issues and support communication.

Mr. Walkos and Ms. Moore, residents of Colony Lane, attended the meeting to follow up on the Burton Village rezoning application, which proposes changing the zoning of the Ronyak Paving property from residential to industrial use. Mr. Burnett confirmed that both the Prosecutor's Office and the County Engineer's Office are aware of the issue. The Trustees were advised they lack the authority to block access to the road or enforce a legal load limit. The Engineer's Office has also indicated that Colony Lane is not designed to withstand heavy truck traffic. Mr. Walkos noted that residents have taken all possible steps to oppose the application and now await the Village's decision. They requested the Trustees' support in attending the May 27th public hearing and voicing opposition. Ms. Moore also expressed interest in obtaining data on the maintenance costs for Colony Lane. In response, the Trustees agreed to submit a letter of opposition to the Village Council and plan to attend the May 27th public hearing.

Department Reports:

Fire Department - Chief Davidson reported on activity during the month of April. There were 102 incidents for the month, of which 24 occurred in Burton Township. There have been 441 incidents YTD in 2025, of which 125 have occurred in Burton Township. YTD incidents in 2024 were 421, resulting in a 5% increase in call volume year over year. Approximately 64% of all incidents are related to Emergency Medical Services, with the remaining 36% relating to Fire incidents for April 2025.

The department has initiated a renovation of the dayroom, which includes floor resurfacing, drywall repairs, wall painting, the installation of a new built-in desk/workstation, and updated furniture. Maintenance was completed on all power cots, cot power load systems, and stair chairs. Additionally, all SCBA air pack bottles underwent hydrotesting, with one bottle requiring valve repair. On April 4th, the department participated in a Touch-A-Truck event at Kent State University's Geauga Campus. On April 12th, Burton and Chardon Fire Departments co-hosted a local Girl Scout Troop at Claridon Town Hall. The troop received instruction in basic first aid, including wound bandaging, bleeding control, and splinting, and toured fire engines and ambulances to

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

learn about the equipment. All portable and mobile radios were reprogrammed in preparation for the Ohio MARCS radio system authentication update scheduled for July, enhancing communication security. The department has hired two new Firefighter/EMTs who are new to the fire service and will begin their orientation soon.

The 2025-2027 Fire Contract was signed by the Trustees. A copy of the signed contract was provided to Chief Davidson for his records.

The Physio-Control Lifepak CR Plus Refurbished AED that was approved for purchase from AED Market has been discontinued. Ms. O'Neill is in the process of acquiring quotes for a similar product at the same price point.

Roads - Mr. Sutter reported that the department completed several maintenance and cleanup tasks. The lights in the Administration Building were cleaned, and during their annual inspection, the Fire Department noted that the emergency exit light in the large conference room needs replacement. On Osmond Road, the department completed deberming, installed a drive pipe, addressed a settled area, and cleared the discharge point north of Bhanick's property, outside the right-of-way. A downed tree was cleared from Hotchkiss, and ditch cleanup was performed along Burton Heights Boulevard. The park and Administration Building were mowed, and the building and garage doors were power washed in preparation for Election Day. All dirt roads were graded, and a ditch cleanout was completed on Jackson Drive at the request of a resident. Additionally, the cross pipe on Pond Road was cleared due to a beaver dam, and a drive pipe on Peckham was cleaned out. Slitor Cemetery was also cleaned up. On May 22nd, the department conducted the annual Senior Trash Pickup, and the 2025 Trash Day event was successful. The Village backhoe was returned, and Horodyski is scheduled to collect tires this week. All Trash Day signs have been retrieved. The berms on Forest Road were cut, and both Osmond and Forest Roads are now ready for paving. Upcoming tasks include mowing the Administration Building and park, roadside mowing, and beginning removal of the hazardous "widow maker" tree on Colony Lane

Mr. Miller made the motion to approve to execute the contract between Burton Township and Ronyak Paving Inc. for the Asphalt Resurfacing of Various Roads (RS-BUR-V-2025: Forest and Osmond), in the amount of \$279,310.00. Mr. Burnett seconded this motion.

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

The Bigelow Road Status was tabled for the next meeting and OPWC Application is planned to be submitted by May 23rd.

Building & Grounds - The water and sewer application was reviewed and revised by the Village Engineer, Chip Hess, resulting in an additional tap in fee of \$1,773.80. This payment will be approved upon Mr. Whiting's return.

RECORD OF PROCEEDING

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

Regular Meeting
May 19th, 2025

Fiscal Officer - The Fire Alarm Addition invoice was reviewed and discussed. Ms. O'Neill will follow up with RadioActive to request an itemized breakdown of the charges. Additionally, Vector Security will be contacted to obtain a final invoice, and a formal letter of cancellation will be sent to conclude their services.

The Trustees reviewed the levy information and agreed to continue the discussion at the next meeting, pending confirmation from the County Auditor on whether a levy is considered renewed in the collection year following its expiration

Old Business - None.


New Business: RSVPs for the July 9th GCTA Quarterly Dinner were tabled for future consideration. The Board of Zoning Appeals will hold a public hearing on May 27th at 7:00 p.m. An Open House for the Land Use Plan is scheduled for May 29th from 6:30 to 8:00 p.m. at the Bond Building in Century Village.


Next Meeting: The next regular meeting is scheduled for Monday, June 2nd, 2025, at 7:00 p.m.

Warrants Issued: #12782 - 12791

Adjourn: With no further business to discuss, the meeting was adjourned at 9:24 p.m. following a motion by Mr. Miller, seconded by Mr. Burnett.

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


Chairman


Fiscal Officer

