

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

**Regular Meeting
June 16th, 2025**

Ken Burnett, Chairman, opened the meeting at 7:02 p.m. Attendees recited the Pledge of Allegiance.

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

Attendees Included: Road Foreman - Jason Sutter.

Minutes: The minutes from June 2nd, 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: None.

Department Reports:

Fire Department - Chief Davidson, though not present, provided the May report by email. According to the reports, there were 74 incidents for the month, of which 23 occurred in Burton Township. There have been 519 incidents YTD in 2025, of which 148 have occurred in Burton Township. YTD incidents in 2024 were 518 resulting in an even call volume year over year. Approximately 64% of all incidents are related to Emergency Medical Services, with the remaining 36% relating to Fire incidents through May 2025.

The Trustees reviewed product and pricing information for the refurbished Zoll AED Plus. Before approving the purchase, they would like confirmation from the Fire Department that they support and are comfortable with this product.

Roads - Mr. Sutter reported that the department completed weed whipping and applied weed killer along all guardrails. They also mowed the areas around the administration building and park. All dirt roads were graded, and deberming was performed on both Hubbard Road and Shedd Road. On Hubbard, the guard rail was also cleared to allow for proper water drainage. Osmond and Forest Roads are now ready for the resurfacing project. Great Lakes will be coming out to inspect the guardrail on Osmond. The changes to the project will be reviewed by the Engineer's Office and a change order issued if needed. Mr. Sutter will be picking up the new construction signs, which are now required by the townships and are reusable and will post them on Osmond and Forest Roads. Upcoming tasks include continued preparation on Shedd Road, as well as tree clearing and ditching on Erwin Drive.

Mr. Burnett contacted the Engineer's Office regarding Peckham Road to seek clarification on the road's location—specifically, which portions lie within the Township versus within the Village.

Building & Grounds - Hoar Construction is expected to return to the site this week; however, they are currently awaiting the gas company to complete the tie-in. The electrical contractor is still in the process of finishing their work. Mr. Whiting plans to meet with the Village of Burton to discuss the revised water and sewer tap-in fee.

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Additionally, Mr. Whiting made a motion to request a limited title report concerning easements on the Lawrence property, with the cost not to exceed \$500.00. Mr. Miller seconded this motion.

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

Mr. Miller made a motion to approve the Annual Exterior Spray Application by Glenridge for the Pavillion in the amount of \$175. Mr. Whiting seconded this motion.

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

The Trustees have requested a detailed list of items and associated pricing needed to furnish the new maintenance garage. This proposal, which will include the cost of a washer and dryer as well as uniforms, will serve as a benchmark for establishing the overall spend of these items.

Fiscal Officer – Mr. Miller made a motion to pass Resolution #2025-8 Certificate of Need for the 3.0 Mill Road & Bridge Levy Replacement. Mr. Whiting seconded this motion.

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

The Trustees have decided to postpone placing the 1.0 mill Fire Levy on the ballot a year early. They plan to revisit the matter during the winter, with the possibility of pursuing the levy in the spring of 2026.

The annual OTARMA renewal has been received. Ms. O'Neill will present a year-over-year comparison at the next regular meeting. The renewal deadline is July 30, 2025.

Ms. O'Neill presented a draft of the 2026 Budget. Trustees decided to have a Special meeting on June 25th to discuss the budget in more detail in order to meet the Auditor Submission deadline of July 18th.

Old Business - The Vector Security Cancellation Team received Burton Township's cancellation request on June 9th. Mr. Miller will contact RadioActive to discuss the ongoing calls related to the security system. Since the system provides fire protection only, the continued alerts may be the result of a communication issue caused by a disconnected phone line.

Mr. Miller reported that Perfect Power Wash completed the fence a Pleasant Hills Cemetery. Other than a few stains, he was happy with the finished product. Williams Cemetery has not yet been done.

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New Business:

The request for a hearing from the Division of Liquor Control was submitted on June 4th.

Mr. Miller made a motion to pass Resolution #2025-7, Approval of the Geauga-Trumbull Solid Waste Plan. Mr. Whiting seconded this motion.

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

NOACA accepted Burton Township’s Acknowledgement n June 10th via email from Fiscal Office.

The Trustees visited School Yard Studios in preparation for potentially hosting the October 8th GCTA Dinner at the venue. School Yard Studios will be sending pricing details and additional information in the near future.

Mr. Miller nominated the Chairman to serve as the IT and Cybersecurity Liaison for Burton Township. In this role, the Chairman will meet quarterly with the Fiscal Officer and ADP to address any issues or outstanding items. Mr. Miller made a motion to appoint Ken Burnett, Chairman as IT and Cybersecurity Liaison for 2025. Mr. Whiting seconded this motion.

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

Mr. Miller made a motion to donate \$300 to The American Legion, Post 459 on behalf of the residents of Burton Township. This donation is intended to support the Legion’s annual fireworks display. Mr. Whiting seconded this motion.

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

Information regarding the OPERS Board of Trustees Election was distributed to the Trustees. The next Geauga County America250 Committee meeting is scheduled for June 18th at 2:30 p.m. As no one from Burton Township is able to attend, a request will be made for the meeting minutes. Additionally, a new committee—the East Geauga Road Superintendents—held its first quarterly meeting. These gatherings serve as a forum for questions, troubleshooting, and brainstorming among local road departments. The hosting township provides breakfast for attendees at Johnny’s Grill. Burton Township is scheduled to host the next meeting in October.

Next Meeting: The next meeting is scheduled for Wednesday, June 25th, 2025, at 7:00 p.m. Trustees will discuss the 2026 Budget.


Warrants Issued: #12822 - 12838

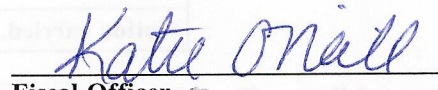
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Adjourn: With no further business to discuss, the meeting was adjourned at 10:00 p.m. following a motion by Mr. Whiting, seconded by Mr. Miller

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


Chairman


Fiscal Officer

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

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

Mr. Whiting⁶ seconded the Motion and the roll being called upon its adoption resulted as follows:

TRUSTEE	VOTE (YEA or NAY)
<u>Kenneth Burnett</u>	<u>YEA</u>
<u>Daniel Whiting</u>	<u>YES</u>
<u>Jarred Miller</u> ⁵	<u>YEA</u> ¹⁹

Adopted the 16 day of June, 2025²⁰

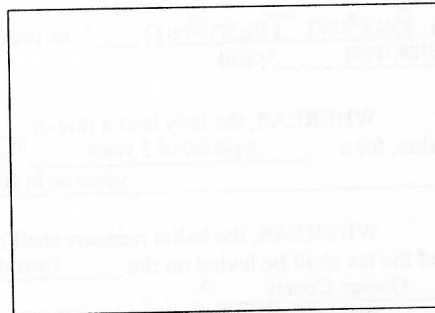
Katie O'Neill²¹
Fiscal Officer
Burton Township¹
Geauga County, Ohio

The State of Ohio, Geauga County, ss.

I, Katie O'Neill²², Fiscal Officer of Burton Township¹, do hereby certify that the foregoing is taken and copied from the Record of the Proceedings of said Burton Township¹; that the same has been compared by me with the Resolution on said Record and that it is a true and correct copy thereof.

Witness my signature, this 16 day of June, 2025²³

Katie O'Neill²⁴
Fiscal Officer



PLACE APA STAMP HERE²⁵