

Minutes of Burton Township Trustees
Held at the Courthouse Annex 231 Main St., Chardon

Special Meeting
August 18th, 2025

Ken Burnett, Chairman, opened the meeting at 10:12 a.m.

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

Attendees included: Geauga County Budget Commission Members – Christopher Hitchcock, James Flaiz, Charles Walder, Deputy Auditors - Tammy Most, Kristen Sinatra.

Ms. Most presented the cash balances, estimated revenue, and estimated expenses for the General Fund, Road & Bridge Fund, and Fire Fund. She also provided a breakdown of the current millage and noted that a replacement levy will appear on the November ballot.

Mr. Hitchcock began with comments regarding the township's financial position, noting that the beginning cash balance is unusually high—sufficient to operate for approximately 25 months without additional tax revenue. He emphasized that while the Fiscal Officer is responsible for maintaining the budget and managing the funds, it is ultimately the Trustees' responsibility to operate the township using those funds.

Mr. Flaiz, speaking from his perspective as a prosecutor with insight into the inner workings of townships, complimented Burton on the new building and offered an explanation regarding the timing of the associated expenditures. He clarified that the apparent cash balance reflects this timing rather than an overaccumulation of funds. Ms. O'Neill reinforced this point, noting that approximately \$500,000 of the beginning cash balance—\$300,000 in the General Fund and \$200,000 in the Road & Bridge Fund—is tied to the building project's timeline. Overall, the budget was considered sound.

Mr. Walder commented that the overall budget is sound. He suggested that establishing a reserve account could help manage the General Fund carryover more effectively. He noted that the township ranks 14th out of 16 in total revenue collection within the county yet falls around the middle of the pack in terms of General Fund and Road & Bridge Fund performance. This suggests that the township is using its available funds efficiently to benefit residents. Additionally, the Fire Levy is operating well, and the Road & Bridge Fund is working to generate additional revenue to support ongoing maintenance needs.


Mr. Walder made a motion to approve the budget as presented. Mr. Flaiz seconded this motion.

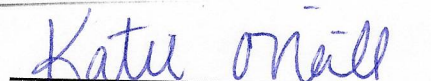
Roll Call:	Yes	No	Abstain
Flaiz	X		
Walder	X		
Hitchcock	X		
Motion carried.			

Motion carried, all in favor. None opposed.

Resolution Accepting the Amounts and Rates as Determined by the Budget Commission should be passed by the township no later than September 1st. Ms. O'Neill received the Certificate of Estimated Resources.

Adjourn: As there was no further business, this meeting was adjourned at 10:24 a.m. by a motion from Mr. Whiting, seconded by Mr. Burnett.


Chairman


Fiscal Officer