

Dan Whiting, Chairman Pro Tem, opened the meeting at 6:30 p.m. All present recited the Pledge of Allegiance.

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

**Organizational Information 2026**

**Administrative Appointments:**

**Chairman:** Mr. Burnett made the motion to appoint Mr. Whiting as the Chairman of the Burton Township Trustees for 2026. Mr. Miller seconded this motion.

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

**Vice Chairman:** Mr. Whiting made the motion to appoint Mr. Miller as the Vice Chairman of the Burton Township Trustees for 2026. Mr. Burnett seconded this motion.

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

**Regular Meeting Dates & Times:** Mr. Burnett made the motion that all Burton Township’s Trustee regular meetings will be held on the first and third Mondays of the month at 7:00 p.m. Mr. Miller seconded this motion.

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

Elected Official Website Bios were reviewed and amended as needed.

**Liaisons:**

**Department Liaisons:** Mr. Burnett made the motion for the following Trustees to be the liaison to the departments as listed below:

- Mr. Whiting – Zoning, Land Use, Cemeteries.
- Mr. Miller – Parks, Building/Grounds Maintenance, Fire Department.
- Mr. Burnett – Safety, BCPC, Roads, Prevailing Wage, JEDD.

Mr. Miller seconded this motion.

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

**Drug and Alcohol Consortium:** Mr. Whiting made a motion to appoint Mr. Burnett as the Designated Employer Representative (ADER) to the Drug and Alcohol Consortium. Mr. Miller seconded this motion.

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

**Health District Advisory Committee:** Mr. Miller made the motion to appoint the Chairman as the representative to the HDAC and the Vice Chairman to be the alternate. Mr. Burnett seconded this motion.

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

**Community Reinvestment Area Committee:** Mr. Burnett made the motion to appoint the Chairman and Vice Chairman as the committee appointees to the CRA. Mr. Miller seconded this motion.

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

**JEDD:** Mr. Miller made a motion to appoint Mr. John Manfredi as the JEDD Board Member for term beginning January 2027. Mr. Burnett seconded this motion.

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

**Department Staff Appointments:**

Mr. Miller made the motion to reappoint Rick Gruber as Zoning Inspector for the term ending December 31, 2026. Mr. Burnett seconded this motion.

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

Mr. Burnett made the motion to reappoint Elana Koh as Cemetery Sexton for the term ending December 31, 2026. Mr. Whiting seconded this motion.

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

Mr. Miller made the motion to reappoint Elana Koh as Secretary to the Board of Zoning Appeals and Zoning Commission for the term ending December 31, 2026. Mr. Whiting seconded this motion.

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

**Fiscal Items:** Mr. Miller made the motion to approve reimbursement for all approved travel as outlined in the Policy & Procedures Manual. Mileage shall be reimbursed at the current IRS rate. Mr. Burnett seconded this motion.

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

**Employee Compensation:** Mr. Miller made a motion to enter into executive session pursuant to O.R.C. Section 121.22(G)(1) "Compensation of a Public Employee." Mr. Burnett seconded this motion.

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

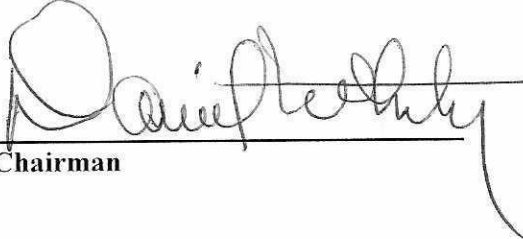
Minutes of Burton Township Trustees  
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Organizational Meeting  
January 5<sup>th</sup>, 2026

The Board entered into executive session at 6:42 p.m. At 7:04 p.m. the public session resumed.

Adjourn: As there was no further organizational business, this meeting was adjourned at 7:09p.m. by a motion from Mr. Burnett and seconded by Mr. Miller.

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

  
Chairman

  
Fiscal Officer