
Dan Whiting, Chairman, opened the meeting at 7:00 p.m.

Roll Call: Board Members Dan Whiting, Jarred Miller were in attendance, together with Fiscal Officer, Katie O'Neill. Mr. Burnett entered at 7:00 p.m. after roll call.

Attendees included: Fire Chief – Brian Davidson, Road Superintendent – Jason Sutter, BZA Chairman – Tim Snyder, County Engineer's Office – Shane Hajar, Residents – Ken Zwolinski, William Johnson, Village of Burton Resident – Kevin Freeman.

Minutes: The minutes from February 16th, 2026 and March 2nd, 2026 were tabled.

Public Comment: Mr. Snyder reported that the State is proposing a new law requiring the Board of Zoning Appeals (BZA) to schedule a public hearing within 60 days. He noted that meeting this timeline may not always be feasible due to various circumstances. To address potential challenges and additional costs associated with the change, he proposed that the Trustees implement a \$300 application fee along with an additional \$300 deposit to be refunded upon completion of the application process. Mr. Burnett asked if Mr. Snyder would be willing to draft a letter to the State Representative outlining the potential complications of the proposed law, and Mr. Snyder agreed to do so.

Mr. Johnson expressed concern that the proposed addition of 137 units on Route 87 and 55 units on Rapids Road would worsen the existing traffic bifurcation issues at the intersection of Preston, Route 87, and Rapids Road. This concern relates to a variance request submitted by Dan Demko for the construction of new housing units on vacant land within the Village of Burton. Mr. Johnson asked where residents could voice their concerns or opinions regarding limiting the number of units. Mr. Burnett responded that the Trustees could communicate and advocate for these concerns alongside the residents.

Mr. Johnson also questioned how this impact on local schools, as well as water and sewer systems, would be addressed. Mr. Burnett explained the process for calculating water and sewer tap-in and usage agreements. He added that the Trustees will make every effort to attend the public hearing scheduled for March 30th.

Mr. Hajar presented the draft improvement plans for Peckam Road and Erwin Drive. Erwin Drive is a straightforward resurfacing project. Peckam Road, however, presents several unique challenges: it abuts the Village and serves Village residents; it connects a State Route to a County Road; it experiences heavy cut-through traffic; it is narrow at 18 feet, compared to the standard 20 feet; it accommodates a variety of traffic types, including semi-trucks, residential, commercial, and agricultural vehicles; and its right-of-way is entirely within the Township, making the Township fully responsible for the project.

Mr. Hajar explained that the draft plans propose widening the western (Village) side of Peckam Road to better accommodate current traffic patterns, conduct additional repairs, and resurface the entire road. This widening would reduce visible property for Village residents by 2–3 feet, which is a material impact. The eastern side of the road, which has a high hill, would require significantly more investment to widen and is not considered cost-effective for the project. The estimated cost of the plan is \$350,000, with \$230,000 allocated to Peckam Road and \$120,000 to Erwin Drive. The Trustees will review the draft, and the final plans are expected to be ready at the next meeting.

Mr. Whiting inquired whether the County might be interested in taking over Peckam Road, but Mr. Hajar stated that is not an option at this time.

Department Reports:

Fire Department – Chief Davidson presented the February report. There were 111 incidents for the month, of which 37 occurred in Burton Township. There have been 211 incidents YTD in 2026, of which 61 have occurred in Burton Township. YTD incidents in 2025 were 238 resulting in an 11% reduction in call volume year over year. Approximately, 56% of all incidents are related to Emergency Medical Services, with the remaining 44% relating to Fire incidents through February 2026.

The Departments Pancake Breakfast fundraiser has stated. Breakfasts are held every Sunday throughout March from 9am – 1pm. The Department received a \$2,500 donation from the Chardon Eagles, which will be used to purchase an electric generator to be placed on Rescue Engine 3222.

Roads - The Road Department reported that they cleaned up Slitor Cemetery and marked out the property line, as well as completed cleanup at all other cemeteries. Downed stones were documented: 3 at Slitor, 36 at Memorial (including 2 veterans’ stones), 5 at Pleasant Hills, and 3 at Williams. The area around the administration building was raked, and tree debris was also cleared along road sides.

The department picked up 6 tons of salt, bringing the season total to 151 tons. Gravel was placed on dirt roads, and cold patching was completed on a long section of Hubbard Road. The County plow went into a ditch on Forest and at the corner of Butternut and Hale; the County will address the damage and repair Forest Road. A tree damaged the new guardrail on Osmond, which the road department will repair.

Mr. Sutter was called out on Friday for a road closure at Pond and Rider, and Mr. Portman was called out on Sunday for a road closure at Hubbard and Rt. 700. A tree at the entrance to the Township driveway fell onto a neighbor’s property and was cleaned up. Pond conditions remain very wet, and a beaver dam needs to be cleared. Lastly, the 2013 International vehicle requires brake work.

Building & Grounds – Clio Club to meet in the large conference room on April 13th from 1:30-4:30 p.m. Glenridge Pest Control will conduct quarterly services on March 19th.

Fiscal Officer – Mr. Miller made a motion to appoint the Chairman as OTARMA Pool Representative and the Vice Chair as the Alternate for 2026. Mr. Burnett seconded this motion.

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

Mr. Burnett made a motion to execute the Go Green Grant Agreement by authorization of Katie O'Neill, Fiscal Officer. Mr. Miller seconded this motion.

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

Ms. O'Neill announced that Middlefield Banking Co. will merge with Farmers National Bank. She will contact Farmers to ensure that the transition will be smooth and research the options for a sweep account. Mr. Burnett made a motion to execute the Memorandum of Agreement for Deposit of Public Funds by Mr. Whiting and Ms. O'Neill's signatures. Mr. Miller seconded this motion.

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

Ms. O'Neill will present a Reserve Resolution for review and/or approval at the next meeting.

Old Business – Trustees selected April 22nd at 6:00 p.m. as the date and time for the Joint Meeting.

New Business: The Village of Burton Board of Zoning Appeals (BZA) will hold a public hearing on March 31st at 6:00 p.m. to consider the variance request submitted by Dan Demko. Mr. Burnett plans to attend to express Burton Township's concerns regarding this request and Trustees agree they are not in favor of high density housing.

Before summer, a County-wide Scrap Tire Collection Event will take place. This event will be funded by the EPA, and complete details will be provided to the townships for distribution to residents. Additionally, the township will undergo an LED streetlight upgrade as part of FirstEnergy's five-year conversion program.

Ms. O'Neill will prepare an Ongoing Issue Status Report to serve as a reference and help keep meetings moving efficiently. At the recent HDAC meeting, Dan Green was elected as a new member. County engineers are unable to survey Slitor Cemetery, so Mr. Whiting will request the legal description from the last third-party survey on record. The County Engineers also recommended contacting the APA for guidance on electric vehicle traffic on township roads, and she is currently researching this issue.

Next Meeting: Thursday, April 9th, 2026 at 7:00 p.m.

Warrants: #13172 - #13182 were issued.

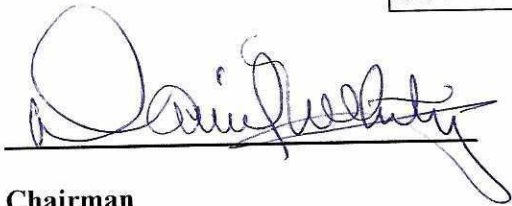
RECORD OF PROCEEDING

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

Regular Meeting
March 16th, 2026

Adjourn: As there was no further business, this meeting was adjourned at 9:41 p.m. by a motion from Mr. Burnett, seconded by Mr. Miller.

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



Chairman



Fiscal Officer