

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

Regular Meeting
December 15, 2025

Mr. Jim Dvorak administered the oath of office to Mr. Ken Burnett, who will serve as Trustee to Burton Township for his fifth term, beginning January 1, 2026.

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

Roll Call: Board Members Ken Burnett, Dan Whiting (entered at 7:15 p.m.) and Jarred Miller were in attendance, together with Fiscal Officer, Katie O’Neill.

Attendees included: Geauga County Commissioner - Jim Dvorak, Fire Department – Kevin Luoma & Austin Grube, Road Superintendent – Jason Sutter.

Minutes: The minutes from December 1st, 2025 were approved as amended, with a motion from Mr. Miller. Mr. Burnett seconded this motion.

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

Department Reports:

Fire Department – The Fire Department presented a detailed breakdown of each service area, illustrating current levy revenue, coverage areas, calls per jurisdiction, and the total operating budget. The Trustees reviewed and discussed the figures. The Trustees stated they will not consider levy issues until the Fire Department has presented this information to the Village of Burton and Claridon Township.

Roads - The Road Department reported that crews have been doing a significant amount of plowing; however, the volume and texture of the snow, combined with current temperatures, have made it difficult to keep roads bare. The 2004 International has returned from Kronk’s Garage after repairs to a faulty coolant line, and a transmission error was identified due to a bad connector. The truck will need to return for additional service when time and scheduling allow.

Salt pickup to date is approximately 30 tons, though the pickup process has become more challenging due to changes related to county operating hours. Mr. Sutter suggested the possibility of partnering with the Village of Burton on a hoop house for salt storage if needed. He also reported that it takes an average of 2.5 hours to plow a paved route and approximately 5 hours when dirt roads are included.

Mr. Burnett noted that Jonathan Tiber, Trustee from Claridon Township is open to assisting with maintenance on Durkee Road, information he obtained while informing Mr. Tiber that Burton Township’s section of North Osmond chip and seal project was not budgeted for Burton Township in 2026.

Mr. Sutter further reported that the new building is functioning very well, keeping trucks clean, dry, and warm, though there is noticeable condensation around windows and door frames. The contractor has recommended installing industrial fans to address this issue.

Building & Grounds – Glen Ridge Pest Control will be onsite on December 18, 2025. Enbridge will be contacted to schedule the meter resizing required for the generator. Shepp Electric came out to mark the generator pad. The original location was on the west side of the building and was relocated to the south side of the building. Mr. Whiting spoke with Nick Gorris from the Geauga County Water Resources Department. The Trustees will

request the original invoice from the Village of Burton for the water & sewer tap in fee to determine how to move forward.

Fiscal Officer – Trustees discussed the expiring 2016 1.0 mill Fire & EMS levy. It was agreed that Trustees will table further discussions until they obtain feedback from the Village of Burton and Claridon Township regarding the Fire Department’s proposals.

Ms. O’Neill provided an update on cyber security stating that she has a meeting with RYSS on December 19th.

Ms. O’Neill suggested applying for the Go Green Grant to help offset the costs associated with the annual trash day. The deadline for applying is January 30th, 2026.

Old Business – None.

New Business: Trustees decided to dedicate a plaque to Joanne George for her 50+ years of service to Burton Township.

Mr. Burnett made the motion to nominate Mr. Whiting as Chairman pro tem for the organizational meeting in January 2026. Mr. Miller seconded this motion.

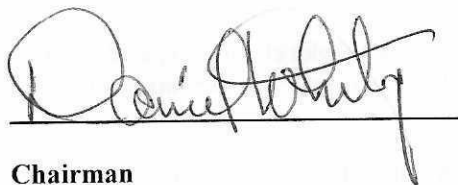
Roll Call:	Yes	No	Abstain
Burnett	X		
Whiting	X		
Miller	X		
Motion carried.			

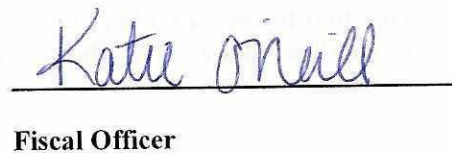
Next Meeting: Monday, January 5th, 2026 at 6:30 p.m. for the 2026 Organizational Meeting with Regular Meeting to follow.

Warrants: #13052 - 13061

Adjourn: As there was no further business, this meeting was adjourned at 10:45 p.m. by a motion from Mr. Miller, seconded by Mr. Whiting.

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


Chairman


Fiscal Officer

