Minutes of Burton Township Trustees **Regular Meeting**
Held at the Burton Township Administration Building **May 18th, 2026**

Jarred Miller, Vice Chairman, opened the meeting at 7:00 p.m.

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

Attendees included: Fire Chief – Brian Davidson, Road Superintendent – Jason Sutter.

Minutes: The minutes from May 4th, 2026 were tabled.

Public Comment: No one in attendance presented testimony.

Department Reports:

Fire Department – Chief Davidson provided the April report. There were 95 incidents for the month, of which 29 occurred in Burton Township. There have been 447 incidents YTD in 2026, of which 135 have occurred in Burton Township. YTD incidents in 2025 were 445 resulting in an equal call volume year over year. Approximately 57% of all calls are related to Emergency Medical Services, with the remaining 43% relating to Fire incidents through April 2026.

Chief Davidson reported that the department was denied the CDS (Congressionally Directed Spending) Grant, however they plan to reapply. The department also plans to attend the 1st June meeting to discuss the expiring 1.0 Mill Fire & EMS levy.

Chief Davidson informed Trustees that if residents receive a bill from Troy Twp Fire Department for fire service to have them call the station. He recommends that residents do not pay the bill.

Roads – Mr. Sutter reported on The Road Department's activity for the period. He reported that the propane tank has been removed. Ditching work on the east side of Peckham Road has been completed. The department serviced 43 senior citizen trash pickup stops and spent one day at the fairgrounds repairing the driveway in preparation for the Trash Day event, utilizing stone material provided by the fairgrounds. Additional work included mowing at the park and transporting the Go Green Electronics collected on Trash Day to the recycling center. Scrap tires are scheduled to be picked up this week.

Upcoming projects include removing stumps along Peckham Road and continuing work on Peckham Road with the installation of drive pipes. Additional stone material is needed to support the ongoing road project. The department will also replace lost or damaged Trash Day signs. Additionally, the 2013 International truck will be sent to the shop for service and repairs.

The Trustees discussed potential road projects for the OPWC Round 41 Pre-Application process, focusing on Hubbard Road and Durkee Road. While Hubbard Road is paved and Durkee Road remains an unpaved roadway, both roads are in need of significant improvements. Discussion centered on Durkee Road, which is entirely maintained by the Burton Township; however, many of the adjoining residents who access and utilize the road reside in Claridon Township. As a result, the road experiences substantial wear and tear, while the associated tax revenue is received

by Claridon Township. The Trustees have been exploring potential solutions for improvements to Durkee Road but have not yet reached a consensus on the most cost-effective approach.

The Trustees discussed the anticipated timing and costs associated with both road projects, taking into consideration Mr. Sutter's historical knowledge and experience with the roads. His insights regarding past maintenance efforts, roadway conditions, and long-term needs were considered as part of the evaluation process. With this information, Mr. Burnett made a motion to submit Hubbard Road for the OPWC Round 41 Pre-Application. Mr. Miller seconded the motion, contingent upon the development of a plan to address improvements to Durkee Road.

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

Upon review of the Award Recommendation, Bid Tabulation and Bid Bonds received from the Engineer's Office regarding Project: RS-BUR-V-2026 (Peckham & Erwin), Mr. Burnett made a motion to execute the contract with Ronyak Paving Inc. in the amount of $376,464.00. Mr. Miller seconded this motion.

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

Mr. Burnett made a motion to accept the proposal for work regarding the Peckham Road – Culvert, Catch basin and Storm Sewers submitted by Grade Line Inc. As this was the only proposal provided for the work Mr. Miller seconded the motion.

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

Building & Grounds – Enbridge will be on-site on May 28th to switch out the meter and complete the final setup for the generator. Mr. Miller signed off on the Annual Backflow Inspection Report performed by Bill Conti.

Fiscal Officer – Mr. Burnett made a motion to pass Resolution #2026-5 Reallocation Appropriation Within The Same Fund. This resolution will approve the reallocation of $33,000 from the Principal account code and $35,000 from the Interest account code to the Contracted Services account code within the Gasoline Tax Fund. This reallocation will account for the services regarding the 2026 Road Projects. Mr. Miller seconded this motion.

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

Information regarding the options for the renewal and or increase of the expired 1.0 mill Fire Levy was presented to the Trustees, along with the renewal calculations for the 1.10 mill Road and Bridge (R&B) Levy. The Trustees reviewed the information and did not request any additional data or analysis at this time.

The Cybersecurity Training for all employees and elected officials that was previously set for May 18th at 6:00 p.m. was rescheduled for May 28th at 6:00 p.m.

Mr. Miller made a motion to select CyberFortRYSS as the User Awareness Training & Testing Service for Burton Township's Network. Mr. Burnett seconded the motion.

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

Old Business – None.

New Business: None.

Next Meeting: Monday, May 28th, 2026 at 6:00 p.m. for training. Trustees agreed to move the June 1st meeting to June 8th at 7:00 p.m.

Warrants: #13248 - #13256 were issued.

Adjourn: **As there was no further business, this meeting was adjourned at 9:40 p.m. by a motion from Mr. Burnett, seconded by Mr. Miller.**

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

Vice Chairman

Fiscal Officer