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

Regular Meeting
September 21st, 2026

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

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

Attendees included: Zoning Inspector – Rick Gruber, Road Superintendent – Jason Sutter, Representatives of Citizen's for Berkshire's Children – Becca Smith, Taylor Arnold, John Stoddard, Matt Hosler, Phil Sayre.

Minutes: **Mr. Miller made a motion to approve the minutes from the September 9th Work Session. Mr. Burnett seconded this motion.**

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

Mr. Burnett made a motion to approve the minutes from the September 9th Regular Meeting as amended. Mr. Miller seconded this motion.

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

Public Comment: **Citizens for Berkshire's Children Committee Members: Becca Smith, Taylor Arnold and Phil Sayre were in attendance; along with Berkshire's Superintendent John Stoddard and Treasurer Matt Hosler to speak about Issue 4. The proposed additional 0.5% earned income tax levy under Issue 4 provides Berkshire Schools with the reliable, funding necessary to maintain high-quality academic programs, retain excellent teachers, and provide safe learning environments—even amid unpredictable state funding and recent revenue losses. Because this is an earned income tax, the funding responsibility falls exclusively on working residents. Ultimately, this levy keeps Berkshire competitive, protects local property values, and ensures every child in the district has the resources to succeed.**

Furthermore, Superintendent Dr. Stoddard highlighted several current Berkshire programs, many of which are collaborative partnerships designed to meet student and community interests while maintaining strict fiscal responsibility. The district's state performance ratings continue to increase year over year, proving that these methods and investments are working.

With no further public comments, the public comments were closed. The Trustees and the Zoning Inspector then attended a demonstration of the zoning software presented by iWorQ Summit. The pricing structure requires a three-year commitment, with the first year including an $1,800 setup fee, followed by a service pricing of $2,700 for both Year 1 through Year 3. The Trustees will review the proposal and make a final decision at the next meeting.

Department Reports:

Fire Department – No one was in attendance; however Chief Davidson emailed the August Report. There were 97 incidents for the month, of which 26 occurred in Burton Township. There have been 829 incidents YTD in 2026, of which 233 occurred in Burton Township. Burton Township makes up approximately 27% of total call volume in 2026. YTD incidents in 2025 were 853, resulting in a 3% reduction in call volume year over year. This reduction can be attributed to the timing of the Great Geauga County Fair. Approximately 60% of all calls are related to Emergency Medical Services, with the remaining 40% relating to Fire incidents through August 2026. There have been 147 overlapping incidents in 2026, representing 18% of the total call volume.

Roads – Mr. Sutter reported on the road department activity. The road crew completed routine patching and maintenance on dirt roads, in addition to work on Peckham Road and Erwin Drive related to the paving project. Regarding department equipment, Mr. Sutter noted that the 2013 International has developed both a hydraulic leak and an exhaust leak, which will require outsourcing for repairs. Upcoming items include patching on Hubbard Road, crack sealing, and the drainage project on Durkee Road.

Mr. Burnett provided a status of the OPWC Pre-Application stating that the Hubbard Road project scored well. Barring any significant changes or a withdrawal of the application, it is anticipated that the requested funding will be approved and available after July 1, 2027.

Geauga County Commissioners provided Resolutions #26-139 & #26-140 for the improvement of Rapids & Aquilla Roads.

Building & Grounds – Maple Leaf Community will schedule a time with Mr. Sutter to come access the old generator for use at one of their homes.

Fiscal Officer – Mr. Miller made a motion to pass Resolution #2026-14, Amendment of the 2026 Annual Appropriations. Mr. Burnett seconded this motion. Trustees discussed the impact of high gas prices on the final cost of the Peckham & Erwin paving projects. They will obtain more information from the Engineer's Office and address a change at a later date it applicable. With that the motion went to a vote:

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

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Mr. Miller made a motion to sponsor the Annual Burton Fall Festival in the amount of $100. Mr. Burnett seconded this motion.

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

Cyber Security – The BYOD (Bring Your Own Device) policy was tabled for further discussion. There are 2 remaining township email accounts that need to be setup.

Old Business – Trustees discussed the revised Snow & Ice Control Agreement for Forest Road & Levi Lane. However, because they received the document just before the meeting, they tabled the matter and will address it at their next scheduled meeting.

New Business: Jennifer Jones from Geauga-Trumbull Waste Management will present on October 5th. Candidate Night for Burton Chamber of Commerce will be held on October 1st. Mr. Whiting & Mr. Miller will attend to speak on Issue 13 the 1.31 mill Fire & EMS Levy. The next JEDD meeting is scheduled for September 24th at 5:30 p.m.

Next Meeting: Monday, October 5th, 2026 at 7:00 p.m.

Warrants: #13382 - 13384 were issued.

Adjourn: As there was no further business, this meeting was adjourned at 9:52 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