

RECORD OF PROCEEDING

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

Regular Meeting
April 4, 2016

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Jim Dvorak, Chairman, opened the meeting at 7:30 p.m. with Board members: Ken Burnett and Dan Whiting in attendance. Those present joined the Board in reciting the Pledge of Allegiance.

Minutes: The regular meeting minutes from March 21, 2016 were approved with a motion from Mr. Burnett and seconded by Mr. Whiting. Vote: Mr. Dvorak – yes, Mr. Burnett – yes and Mr. Whiting – yes.

Cemetery: There were no burials in the months of February and March. New flags are needed for the cemeteries. Mr. Whiting made a motion to contract with Gingerich Excavating for 2016 for the opening and closing of burials and maintain the grave site for one year after the date of burial with the rates as attached. Mr. Burnett seconded this motion. Vote: Mr. Dvorak – yes, Mr. Burnett – yes and Mr. Whiting – yes. Mr. Whiting made a motion to contract with Wayne Luoma Concrete and Repairs for the laying of footers with the rates as attached. Mr. Burnett seconded this motion. Vote: Mr. Dvorak – yes, Mr. Burnett – yes and Mr. Whiting – yes.

Zoning: There were three permits issued in the month of March. They were for a storage shed, garage and a new sugar house. There were two permits issued in the month of February. They were for a shed for ice and for an addition/deck. A garage permit was refused and a variance was requested. A certified letter was sent to Carl and Joyce Prinkey for miscellaneous junk and boats on his property. They have until March 31st to clean it up. A certified letter was sent to Wayne Erickson to stop his commercial business in a residential district. He has until March 31st to cease the operation.

Roads: A two year contract was received from Fiore Snow and Landscape Management for the maintaining of the cemeteries. Mr. Burnett made a motion to contract with Fiore's for two years for the price as attached. Mr. Whiting seconded the motion. Vote: Mr. Dvorak – yes, Mr. Burnett – yes and Mr. Whiting – yes. Road limit reduction signs can be taken down after April 15th. There is a culvert pipe that is ready to be replaced on Peckham Road. Mr. Portman cleaned up the plow damage. The Kubota was serviced. It has a leaking axel. The '96 International had the starter motor replaced.

Fire Department: Fire Chief Wendl gave a report on the fire department. There were 14 calls in Burton Township in the month of February and 22 calls in the month of March.

Park Advisory Committee: No one in attendance.

Fiscal Officer: Shelley McDermott was sworn in as Fiscal Officer by Trustee, Jim Dvorak. The Trustees decided against having a formal pre-engagement audit meeting.

Public Comment: None.

New Business: Mr. Dvorak heard that there may be a new Amish school built. He let Joe Cattell know. Mr. Whiting will contact Susan Weiland about restarting the proceedings against Mr. Hershberger.

Old Business: Mr. Whiting made a motion to appoint Diane Finzel as Administrative Assistant with a term to expire on December 31, 2016 at a rate of \$14.00 per hour. Mr. Burnett seconded this motion. Vote: Mr. Dvorak – yes, Mr. Burnett – yes and Mr. Whiting – yes. Mr. Whiting made a motion to appoint Katie O’Neill as secretary of the Zoning Board of Appeals and Zoning Commission with a term to expire December 31, 2016 at a rate of \$14.00 per hour. Mr. Dvorak seconded this motion. Vote: Mr. Dvorak – yes, Mr. Burnett – yes and Mr. Whiting – yes. Mr. Dvorak will get pricing for a roof replacement. Mr. Dvorak made a motion to add Policy 409.1 as attached. Mr. Burnett seconded this motion. Vote: Mr. Dvorak – yes, Mr. Burnett – yes and Mr. Whiting – yes.

The next regular meeting will be April 18, 2016 at 7:30 pm with a work session to review the Policy and Procedure Manual to begin at 6:30 pm.

Warrants: Warrants #9094 thru #9115 were approved and paid.

As there was no further business, this meeting was adjourned at 10:41 p.m. by a motion from Mr. Whiting and seconded by Mr. Burnett. The vote was unanimous.

Chairman

Fiscal Officer