

RECORD OF PROCEEDING

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

Regular Meeting
January 20, 2020

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Dan Whiting, Chairman, opened the meeting at 7:31 p.m. with Board members: Ken Burnett and Jarred Miller in attendance.

Minutes: The regular minutes from December 16, 2019 were approved as corrected with a motion from Mr. Burnett and seconded by Mr. Miller. Vote: Mr. Whiting – yes, Mr. Miller – yes and Mr. Burnett – yes.

Cemeteries: Mr. Luoma and Mr. Gingerich have been contacted for updated worker's compensation and liability certificates for 2020. The executor of a deceased Township resident would like to transfer deeds to cemetery plots to residents outside of the Township limits. This matter has been tabled until the February 17, 2020 meeting. The indigent charges on the invoice from Sly Funeral Home are appropriate.

Fire Department: No one in attendance. The Village of Burton approved a one-year contract with a seven percent increase.

Park Committee: No one in attendance.

Roads: Roads were plowed and #411 limestone was put down on the dirt roads. The recycling area was cleaned up. Station, Aspen Hills, Fairmeadow, North Rider, South Rider and White were cold-patched. The steering box on the 2005 International sprung a leak. It is currently up at Kronks.

Fiscal Officer: Mr. Miller made Resolution 2020-1 to request the tax advance for the first half of 2019 taxes. Mr. Burnett seconded the resolution. Vote: Mr. Whiting – yes, Mr. Miller – yes and Mr. Burnett – yes. Mr. Burnett made a motion to authorize the use of an “employee dishonesty and faithful performance of duty” coverage rather than surety bond, to cover loss by fraudulent or dishonest actions of employees and failure of employees to faithfully perform duties offered through OTARMA. Mr. Miller seconded this motion. Vote: Mr. Whiting – yes, Mr. Miller – yes and Mr. Burnett – yes. Mr. Burnett made a motion to amend the 2020 Certificate of Estimated Resources for an additional \$212,355.75 (\$185,000 – Road and Bridge Fund (Newbury – Hotchkiss) and \$27,335.75 – Capital Project Funds (OPWC-Hotchkiss)). Mr. Miller seconded this motion. Vote: Mr. Whiting – yes, Mr. Miller – yes and Mr. Burnett – yes. Mr. Miller made a motion for Resolution 2020-2 that adopts the Geauga County Commissioners Highway Use manual and authorizes the Geauga County Engineer office to issue and enforce all policies and procedures outlined therein. Mr. Burnett seconded this motion. Vote: Mr. Whiting – yes, Mr. Miller – yes and Mr. Burnett – yes. The 2019 Township Highway System Mileage Certification was signed. Burton Township is responsible for maintaining 19.715 miles of public roads. Mr. Burnett made a motion to authorize the installation of a LED light pole on the east side of Equestrian with a cost of \$3,721.51. Mr. Miller seconded this motion. Vote: Mr. Whiting – yes, Mr. Miller – yes and Mr. Burnett – yes.

Public Comment: None.

New Business: Trash Day is Saturday, May 16, 2020 and Senior Trash Day is Friday, May 15, 2020. Mr. Sutter has spoken to the Department of the Aging and Horodyski Bros. A

permit needs to be filled out for the fairgrounds.

Pay Rates: Mr. Miller made a motion to approve the following pay rates for 2020:

Lance Portman – Road Worker - \$21.48/hour

Jason Sutter – Road Foreman - \$27.04/hour, meeting equal to 2.5 regular hours

Joanne George – Assistant Zoning Inspector - \$16.70/hour

Rick Gruber – Zoning Inspector - \$500/month

Katie O’Neill – Cemetery Sexton - \$350/month

Katie O’Neill – Zoning Secretary - \$16.70/hour

Katie O’Neill – Administrative Assistant - \$16.70/hour

Mr. Burnett seconded this motion. Vote: Mr. Whiting – yes, Mr. Miller – yes and Mr. Burnett – yes.

The next regular meeting will be February 3, 2020 at 7:30 pm.

Warrants: Warrants #10642 thru #10674 were approved and paid.

As there was no further business, this meeting was adjourned at 8:35 p.m. by a motion from Mr. Miller and seconded by Mr. Whiting. The vote was unanimous.

Chairman

Fiscal Officer