

RECORD OF PROCEEDING

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

Special Meeting
January 18, 2021

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Jarred Miller, Chairman, opened the special meeting at 6:32 p.m. with Board members, Ken Burnett and Dan Whiting, in attendance.

Jedd Agreement: Mr. Burnett made Resolution 2021-2, a Resolution approving the contract to create the Joint Economic Development District. Mr. Whiting seconded the Resolution. Vote: Mr. Miller – yes, Mr. Burnett – yes, and Mr. Whiting – yes. Mr. Burnett made resolution 2021-3 approving the Memorandum of Understanding between Burton Township, Burton Village, Berkshire Local School District and Kent State University. Mr. Whiting seconded this Resolution. Vote: Mr. Miller – yes, Mr. Burnett – yes and Mr. Whiting – yes.

Fiscal Officer: Year end balances were reviewed. Burton Township ended the 2020 calendar year with a balance of \$1,043,419.82 with \$17,736.99 reserved for encumbrances. The final certificate will be sent to the Geauga County Auditor's office.

Zoning: An update was giving on the Miller/Heimlein zoning situation. Mr. Miller was reissued a zoning violation that stated that he had until February 26, 2021 to cease operations. Mr. Miller was given a zoning permit to fill out. Once the zoning application is submitted, it can be refused and then Mr. Miller has 20 days to appeal the refusal.

Executive Session: Mr. Burnett made a motion to recess the meeting and enter into executive session to discuss employee personnel matters under Ohio Revised Code (ORC) Section 121.22(G)(1) for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Mr. Whiting seconded this motion. Vote: Mr. Miller – yes, Mr. Burnett – yes and Mr. Whiting – yes.

The Trustees reconvened into regular session at 8:01 pm.

Employee Compensation: Mr. Burnett made a motion to increase the rate of all hourly employees by 3%, increase the Zoning Inspector salary to \$550 per month and to retain the Cemetery Sexton salary at the current rate. These salary increases are retroactive to January 1, 2021. The pay rates for 2021 will be as follows:

Lance Portman – Road Worker - \$22.12/hour

Jason Sutter – Road Foreman - \$27.85/hour, meeting equal to 2.5 regular hours or 1.67 overtime hours

Joanne George – Assistant Zoning Inspector - \$17.20/hour

Rick Gruber – Zoning Inspector - \$550/month

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

Katie O'Neill – Zoning Secretary – \$17.20/hour

Katie O'Neill – Administrative Assistant - \$17.20/hour

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

Warrants: Warrants #11069 thru #11076 were approved and paid.

The next regular meeting will be on February 1, 2021 at 7:30.

As there was no further business, this meeting was adjourned at 8:16 p.m. by a motion from Mr. Whiting and seconded by Mr. Burnett. The vote was unanimous.

Chairman

Fiscal Officer
