

Burton Village Council Meeting  
Minutes  
May 26, 2020

Visitors: Jennell Dahlhausen, Ann Wishart, Dan Demko, Chip Hess, Chief Smigelski.

Mayor Spanos called the meeting to order at 7 PM.

**Roll Call:**

Alex Hansel – Yes, Tom Blair – Yes, Bonnie Richards – Yes, Cory Brown – Yes, Charles Boehnlein – Yes, Caleb Ferroni – Yes

Mr. Boehnlein moved to approve the minutes of May 11, 2020, seconded by Mr. Blair. By voice vote, the motion passed.

**Mayors Report**

Mayor Spanos stated there will be a food pick up at the Geauga County Fairgrounds May 27<sup>th</sup>.

Mr. Hess presented his recommendation for the bid results for the Goodwin Improvements Project. The lowest bid came in at \$849,140.60 from Eclipse Companies, LLC. Mr. Boehnlein moved to approve the quote from Eclipse Companies, LLC for \$849,140.60, seconded by Mr. Brown. Roll Call: Charles Boehnlein – Yes, Cory Brown – Yes, Alex Hansel – Yes, Tom Blair – Yes, Bonnie Richards – Yes, Caleb Ferroni – Yes. Motion passed.

Mr. Hess also recommended Ronyak Paving, Inc. as the lowest bid for the Kirtland/Hickox Resurfacing, which came in at \$117,168.00. Mr. Boehnlein moved to approve the quote from Ronyak Paving, Inc. for \$117,168.00, seconded by Mr. Brown. Roll Call: Charles Boehnlein – Yes, Cory Brown – Yes, Alex Hansel – Yes, Tom Blair – Yes, Bonnie Richards – Yes, Caleb Ferroni – Yes. Motion passed.

**Standing Committees**

*Finance, Funding and Personnel Committee* – Mr. Boehnlein & Mr. Ferroni will be meeting about the handbook changes soon.

*Police Department Report* – Chief Smigelski stated the Police Department responded to 87 calls, there were 4 traffic citations and 2 arrests made in the month of March. Mr. Boehnlein said the Police Department did a great job directing traffic for the Memorial Day service.

*Fire Department Report* – No one was available to report.

*Street Committee* – Brush Pickup will be held June 1<sup>st</sup>.

**Council Reports on Independent Boards and Commissions**

*Board of Public Affairs* – Mr. Hansel stated the waterline was installed at the school property and the new WWTP should begin operation in June.

*Board of Zoning Appeals* – Mr. Blair had nothing to report.

*Cemetery Board* – Ms. Richards had nothing to report.

*Historic District Architectural Review Board* – Mr. Brown stated a few permits have been reviewed recently and mentioned Mr. Rundo, BPA Board Member, would like to simplify procedures for any construction or zoning changes with a flow chart so needed processes are easier to understand for residents. Mr. Brown also mentioned the Board would like to put standards in place so residents know what is expected from them in the Historic District. Mr. Boehnlein stated the board should be strictly an advisory board that gives suggestions.

*Planning Commission* – Mr. Blair had nothing to report.

*Tree Commission* – Ms. Richards said the Tree Commission is scheduled to meet in June.

*Chamber of Commerce* – Mr. Blair stated the Chamber is open and practicing social distancing guidelines.

*Berkshire Community Planning Association* – Mr. Brown stated BCPA meetings have been postponed due to COVID 19.

*Burton Historic District Association* – Mr. Brown had nothing to report.

### **Fiscal Officers Report**

Ms. Dahlhausen presented a quote for the Village Office remodel from MC Construction for \$23,356.79. The other companies she sent the quote request to didn't respond. This amount includes new floors, removing the chalk boards and installing drywall, painting, various electrical work, removing the air handler from the ceiling and new tiles, and a window near the closet for the public to use when conducting village business, which will add some security to the office. Ms. Dahlhausen had the company include the installation of a new window on the quote but she can use the NOPEC grant next year for new windows. The quote came in slightly over what was budgeted but Ms. Dahlhausen stated she can move some money around in the General Fund to make it work.

Chief Smigelski said the added security with the window instead of residents entering the office is standard at most municipal buildings.

After much discussion, Mr. Ferroni moved to approve the quote from MC Construction for \$23,356.79 to remodel the office, seconded by Mr. Hansel. Roll Call: Caleb Ferroni – Yes, Alex Hansel – Yes, Charles Boehnlein – Yes, Tom Blair – Yes, Bonnie Richards – Yes, Cory Brown – Yes. Motion passed.

Ms. Dahlhausen presented a quote from National Business Furniture for new desks for the Fiscal Officer and Deputy Administrative Assistant, new bookshelves and new chairs for the conference table. Ms. Richards moved to approve the quote from National Business Furniture for

\$3,216.75, seconded by Mr. Brown. Roll Call: Bonnie Richards – Yes, Cory Brown – Yes, Charles Boehnlein – Yes, Alex Hansel – Yes, Tom Blair – Yes, Caleb Ferroni – Yes. Motion passed.

**Solicitors Report:**

Mr. Hicks was not available to report.

**Engineer’s Report:**

Mr. Hess had nothing to report.

**Zoning Inspector’s Report:**

Mr. Gruber was not available to report.

**Invoice Approval**

Mr. Boehnlein moved to pay approved invoices, seconded by Mr. Brown. Roll Call: Charles Boehnlein – Yes, Cory Brown – Yes, Bonnie Richards – Yes, Tom Blair – Yes, Alex Hansel – Yes, Caleb Ferroni – Yes. Motion passed.

**Ordinances and Resolutions**

Mayor Spanos placed Resolution 2020-15, authorizing the Fiscal Officer to transfer appropriated funds from A01 General Fund to D04 Street Capitalization and D09 Goodwin Street Project Funds and declaring an emergency, on third reading. Mr. Boehnlein moved to adopt, seconded by Mr. Hansel. Roll Call: Charles Boehnlein – Yes, Alex Hansel – Yes, Tom Blair – Yes, Bonnie Richards – Yes, Cory Brown – Yes, Caleb Ferroni – Yes. Motion passed.

Ms. Spanos placed Resolution 2020-17 requesting the County Auditor to certify to the taxing authority the total tax valuation of the subdivision and the dollar amount of revenue that would be generated by a specified number of mills, on second reading. This is for the new 3 mill road levy.

Ms. Spanos placed Resolution 2020-18 requesting the County Auditor to certify to the taxing authority the total tax valuation of the subdivision and the dollar amount of revenue that would be generated by a specified number of mills, on first reading. This is for the renewal 2.25 mill Fire levy.

**Old Business**

Nothing to report.

**New Business**

Ms. Dahlhausen stated ARCADIS has sent Change Order 006 to the WWTP plans for approval, which was already approved by BPA for the aeration tank change. Mr. Boehnlein moved to approve Change Order 006, seconded by Ms. Blair. By voice vote, the motion passed.

Chief Smigelski requested to hire Dylan Spangenberg as part time Seasonal Laborer again this year. Mr. Boehnlein moved to hire Dylan Spangenberg as part time Seasonal Laborer, seconded by Ms. Richards. By voice vote, the motion passed.

**Open Public Participation**

Mr. Demko stated he received the letter from the Mayor concerning his deposit and is under the impression per the annexation agreement the village isn't able to charge him for anything to do with the annexation. Mr. Demko will submit a deposit when plans are submitted or whatever is needed for the meeting when he requests a change in zoning.

Mr. Boehnlein moved to adjourn, seconded by Mr. Brown. By voice vote, the motion passed. Meeting adjourned at 7:49 PM.

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Fiscal Officer

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Mayor/President Pro Tem