

Burton Village Council Meeting
Minutes
October 23, 2025

Visitors: Jennell Dahlhausen, Rick Smigelski, Todd Hicks, George Hess, Brian Davidson, Jill Vinecourt, Cynthia Grear.

Mayor Spanos called the meeting to order at 7:00 PM.

Roll Call

Nick Tromba – No, Tom Blair – Yes, Cory Brown – Yes, Charles Boehnlein – Yes, Craig Martin – Yes, Megan Williams – Yes

Minute Approval:

Mr. Blair moved to approve the minutes of October 14, 2025, seconded by Mr. Martin. By voice vote, the motion passed.

Mayors Report

The Mayor met with an elementary class from AGAPE last week in the office and answered questions about her responsibilities. They visited the Police Department too.

Historic District Permits

A permit for a metal roof at 13674 West Spring Street was reviewed. The resident currently has shingles and the roof is leaking. Mr. Martin moved to approve the black metal roof at 13674 West Spring Street, seconded by Mr. Boehnlein. By voice vote, the motion passed.

Standing Committees

Finance, Funding and Personnel Committee – Nothing to report.

Police Department Report – Chief Smigelski stated his report was emailed.

Fire Department Report – Chief Davidson stated his report was emailed.

Street Committee – Mr. Martin stated the Street Committee met to discuss projects for 2026. Chip and sealing is planned for Evergreen, Huff and the Cemetery Drive.

Council Reports on Village and Independent Boards and Commissions

Board of Public Affairs – Mr. Tromba was not available to report.

Board of Zoning Appeals – Mr. Blair stated BZA will meet next week to review a permit for a sign at Preston.

Cemetery Board – Nothing to report.

Planning Commission – Mayor Spanos stated the Planning Commission discussed creating a DORA and guidelines for a vacant property registration at their last meeting.

She would like Mr. Hicks to explain more about requirements to Council at the meeting on November 24th.

Ms. Vinecourt stated as a business and property owner in the village, she doesn't think creating a DORA is a good idea. She feels this opens the village to lawsuits, can be a public safety concern, and adds more work to village workers as they will need to oversee that everyone is complying with the DORA rules. She added this could be a detriment to the business owners in the village that don't serve alcohol as well.

Tree Commission – Chief Smigelski handed out 800 trees for the Arbor Day celebration at the Fall Festival in the park.

Berkshire Community Planning Association – Nothing to report.

Chamber of Commerce – Mr. Blair reported the Chamber will hand out hotdogs at the Bond Building for Halloween.

JEDD Board – Nothing to report.

Fiscal Officers Report

Ms. Dahlhausen emailed her report and added the health insurance renewal came in with a 8.74% increase for employees. After brief discussion, Mr. Martin moved to approve the 2026 rates presented for the employees health care benefits, seconded by Mr. Boehnlein. By voice vote, the motion passed.

Solicitors Report:

Mr. Hicks had nothing to report.

Engineers Report:

Mr. Hess stated Woodford Excavating is almost done with the water line work and is working on some hydrants and the sewer line repairs. All work should be complete and the road paved in the next few weeks. We are still waiting on some striping from Geauga Highway and retainage is held until the work is completed.

Zoning Inspector's Report:

Mr. Crea reviewed recent requests for a lot split on South Cheshire Street that was approved by the Planning Commission several years ago, an addition on Carlton Street and fence on Goodwin Ave.

Invoice Approval

Mr. Boehnlein moved to pay approved invoices, seconded by Mr. Martin. By voice vote, the motion passed.

Ordinances and Resolutions

Mayor Spanos placed on third reading Ordinance 2501-25 to establish pay increases for employees for fiscal year 2026. Mr. Boehnlein moved to adopt, seconded by Mr. Martin. Roll Call: Charles Boehnlein – Yes, Craig Martin – Yes, Tom Blair – Yes, Megan Williams – Yes, Cory Brown – Yes. Motion passed.

Mayor Spanos placed on second reading Ordinance 2503-25 accepting the HCC Public Risk of Ohio Property and Liability Insurance contract and authorizing the Mayor and Fiscal Officer to enter into an agreement with Seibertkeck Insurance Partners agents for HCC Public Risk of Ohio in an amount not to exceed \$28,153.00 and declaring an emergency. Mr. Boehnlein moved to waive, seconded by Mr. Martin. Roll Call: Charles Boehnlein – Yes, Craig Martin – Yes, Tom Blair – Yes, Megan Williams – Yes, Cory Brown – Yes. Motion passed.

Mr. Boehnlein moved to adopt, seconded by Mr. Martin. Roll Call: Charles Boehnlein – Yes, Craig Martin – Yes, Tom Blair – Yes, Megan Williams – Yes, Cory Brown – Yes. Motion passed.

Mayor Spanos placed on second reading Ordinance 2504-25 accepting the CFC Cyber Liability Insurance Coverage and authorizing the Mayor and Fiscal Officer to enter into an agreement with Seibertkeck Insurance Partners as agents for CFC in an amount not to exceed \$7,688.50 and declaring an emergency. Mr. Boehnlein moved to waive, seconded by Mr. Martin. Roll Call: Charles Boehnlein – Yes, Craig Martin – Yes, Tom Blair – Yes, Megan Williams – Yes, Cory Brown – Yes. Motion passed.

Mr. Boehnlein moved to adopt, seconded by Mr. Martin. Roll Call: Charles Boehnlein – Yes, Craig Martin – Yes, Tom Blair – Yes, Megan Williams – Yes, Cory Brown – Yes. Motion passed.

Mayor Spanos placed on third reading Resolution 2025-19 appointing Christopher Paquette to the position of Temporary Fiscal Officer effective February 23 and declaring an emergency. Mr. Boehnlein moved to adopt, seconded by Mr. Martin. Roll Call: Charles Boehnlein – Yes, Craig Martin – Yes, Tom Blair – Yes, Megan Williams – Yes, Cory Brown – Yes. Motion passed.

Mayor Spanos placed on first reading Resolution 2025-21 to enter into an agreement with the Ohio Department of Transportation (ODOT) for the use of the salt dome and declaring an emergency. Mr. Boehnlein moved to waive, seconded by Mr. Martin. Roll Call: Charles Boehnlein – Yes, Craig Martin – Yes, Tom Blair – Yes, Megan Williams – Yes, Cory Brown – Yes. Motion passed.

Mr. Boehnlein moved to adopt, seconded by Mr. Martin. Roll Call: Charles Boehnlein – Yes, Craig Martin – Yes, Tom Blair – Yes, Megan Williams – Yes, Cory Brown – Yes. Motion passed.

Old Business

Nothing to report.

New Business

Country Hearth Christmas Committee is looking for donations for their event. Last year the village was a Candy Cane sponsor for \$250. Mr. Boehnlein moved to donate \$250 as a Candy Cane sponsor to the Country Hearth Christmas Committee, seconded by Mr. Martin. By voice vote, the motion passed.

The next meeting will be a joint meeting with BPA on November 10th at 7PM.

Public Participation

Nothing to report.

Mr. Boehnlein moved to adjourn, seconded by Mr. Brown. By voice vote, the motion passed. Meeting adjourned at 7:30 PM.

Fiscal Officer

Mayor/President Pro Tem