

Burton Village Council Meeting
Minutes
April 27, 2026

Mayor Spanos called the meeting to order at 7 PM.

Visitors: Christopher Paquette, Chief Richard Smigelski, George Hess III, Fire Chief Brian Davidson, Chris Elko, Jack Garner Sr., Jack Garner III, Becca Garner.

Roll Call:

Council: Nick Tromba – Yes, Tom Blair – Yes, Megan Williams – Yes, Kevin Freeman – Yes, Charles Boehnlein – Yes, Craig Martin –No

Mr. Boehnlein moved to approve the minutes of April 13, 2026, seconded by Mr. Freeman. By voice vote, the motion passed.

Mayors Report

Mayor Spanos had nothing to report.

Historic District Permits

No Historic District permits are before Council.

Standing Committees

Finance, Funding and Personnel Committee; Mr. Tromba reported that the Committee met and recommended that the Village hire another Police Officer. Mayor Spanos recommended that Council wait to make any motion to seek another office until Fiscal Officer Jennell Ortega returns and can identify available funding in the 2026 budget. Chief Smigelski informed Council that current staffing does not provide adequate coverage for the 21 shifts that need to be covered when factoring in sick time, vacation, comp and overtime. The Village has not been able to find more part time officers.

Safety Committee; Did not meet.

Police – Chief Smigelski provided a written report to Council.

Fire – Chief Davidson provided an electronic copy of his report to Council. The department responded to 357 calls, 103 in Burton Village year to date. Council had no questions about the report.

Street Committee did not meet.

Street Commissioners' Report; not available to report.

Council Reports on Village Boards and Commissions

BPA – Mr. Freeman noted that BPA was looking for Council to act on the Paystar and Payliance contracts and will cover their part next meeting. The BPA made some changes to their regulations and asked whether Council had met yet to discuss Tap In fees. Mayor Spanos stated that, together with the Finance Committee, she has decided to hold off on any legislation concerning tap in fees until closer to the end of the year when the regular cycle of utility rate charges is considered. Mr. Tromba added that the tap-in should be kept in line with the recommendations made by the RCAP study.

BZA- Did not meet.

Cemetery Board – Mr. Boehnlein reported that the Board met on 21 April 2026 to clean up their rules and looked at some other possible changes. A paranormal investigations

group expressed interest in conducting an investigation in Welton Cemetery. After careful consideration the Board chose not to allow them to do it.

Planning Commission – Met to consider rezoning 4 properties off Rapids Road from R1 to R3. The Commission recommends to Council not to change the zoning. The next step is for Council to hold a Public Hearing to decide the matter. Mr. Demko has verbally expressed interest in having Council make a final determination. Mayor Spanos indicated to Council that she would hold the Public Hearing as a Special Meeting on June 1, 2026, at the Burton American Legion Hall at 7 PM if a majority of Council could attend. Council generally agreed. The meeting will be advertised on 30 April 2026 for a June 1, 2026, meeting.

Tree Commission – Did not meet.

Council Report on Independent Boards and Commissions

BCPA – Not available to report.

Chamber of Commerce – Mr. Blair reported that the Chamber is holding its Volunteer Appreciation Dinner on May 7, 2026, at the Century Village. Reservations are recommended. The Chamber took 7th place for its Dark Amber Maple Syrup at the Geauga Maple Festival.

Burton Historic District – Did not meet.

JEDD – Mr. Tromba reported that the JEDD committee is seeking funding for sidewalks at or to the schools. Mr. Tromba has been selected to be JEDD Treasurer.

Fiscal Officers Report

Mr. Paquette noted that his report was submitted to Council on 13 April and remains the same.

Solicitors Report – Nothing to report.

Engineers Report –

- a. Garden Street, Spring Street, and Colony Lane; Mayor Spanos told Mr. Hess that Council and residents have noticed cracking and washouts on the recent work completed on Garden, Spring and Colony Lane. Mr. Hess stated that this was to be expected. The work done was a mill and fill job without full depth repair. The underlying structure of the roads in question continues to be a problem until a more comprehensive repair is completed.
- b. Cemetery Chip and Seal price increase. Mr. Hess explained that this was needed because more material was required to properly prepare the roadbed for chip and seal. Ms. Williams moved to approve the increase of \$4675 to Ronyak Paving to cover these costs. Mr. Boehnlein seconded the motion. By voice vote, the motion passed.
- c. Huff Avenue and Evergreen Drive Chip and Seal Award; Mr. Hess reported that Buckley Group has recommended that Ronyak Paving be awarded the Chip and Seal contract for Huff Avenue at the quote of \$18,595 plus \$2500 to cover additional material. Mr. Boehnlein moved to award the Huff Avenue project to Ronyak Paving at the requested rate. Ms. Williams seconded the motion. By voice vote, the motion passed. Mr. Hess reported that Buckley Group has recommended that Ronyak Paving also be awarded the Chip and Seal contract for Evergreen Drive with a quote of \$18,000 plus \$2500 to cover additional material. Mr. Boehnlein moved to award the Evergreen Drive

project to Ronyak Paving at the requested rate. Mr. Freeman seconded the motion. By voice vote, the motion passed.

Zoning Inspectors Report – Mr. Crea was not available to report.

Invoice Approval

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

Ordinances and Resolutions

Mayor Spanos noted that Ordinance 2512-26 authorizing the Fiscal Officer and Village Solicitor to amend the Personnel Handbook to eliminate the Village’s Compensatory Time Off policy and to make associated revisions and declaring an emergency, was still tabled.

Mayor Spanos placed Ordinance 2513-26, Approving the ACH client agreement with PAYLIANCE, INC. to provide ACH services in connection with online payment services, authorizing the Fiscal Officer to execute the agreement on behalf of the Village, and declaring an emergency, on first reading. Mr. Boehnlein moved to waive further readings. Ms. Williams seconded the motion. Roll Call: Mr. Boehnlein – Yes, Ms. Williams – Yes, Mr. Blair -Yes, Mr. Tromba – Yes, Mr. Freeman – Yes. Motion passed. Mr. Boehnlein moved to adopt Ordinance 2513-26, seconded by Mr. Tromba. Roll Call: Mr. Boehnlein – Yes, Mr. Tromba – Yes, Mr. Blair – Yes, Ms. Williams – Yes, Mr. Freeman -Yes. Ordinance 2513-26 is adopted.

Mayor Spanos placed Ordinance 2514-26, Approving the services agreement with Integrated Payment Solutions LLC (PAYSTAR) to provide online payment services in the amount of \$420.00 for a term of One (1) year, authorizing the Fiscal Officer to execute the agreement on behalf of the Village, and declaring an emergency, on first reading. Mr. Boehnlein moved to waive further readings. Mr. Tromba seconded the motion. Roll Call: Mr. Boehnlein – Yes, Mr. Tromba – Yes, Mr. Blair – Yes, Ms. Williams – Yes, Mr. Freeman -Yes. Motion passed. Mr. Boehnlein moved to adopt Ordinance 2514-26, seconded by Mr. Tromba. Roll Call: Mr. Boehnlein – Yes, Mr. Tromba – Yes, Mr. Blair – Yes, Ms. Williams – Yes, Mr. Freeman -Yes. Ordinance 2514-26 is adopted.

Old Business

- a. DORA – Mayor Spanos presented a draft proposal to create a DORA district in the Village. Council will review and make recommendations. Mayor Spanos stated that a Public Hearing is required with thirty-day notice. The mayor suggested that the Public Hearing be held before the Council meeting on June 8, 2026. Council agreed. The hearing will be advertised. A copy of the DORA proposal will be available to Public in the Village Office.
- b. Payliance and Paystar Agreements – Council had no further questions. Mr. Paquette requested that the Solicitor provide guidance to Fiscal Officer Jennell Ortega when she returns as to how to fill out the agreements.

New Business

No new business brought before Council.

Mr. Boehnlein, on behalf of Council, thanked Mr. Paquette for filling in for Jennell Ortega while on maternity leave.

Public Participation

No questions from the public.

Mr. Boehnlein moved to adjourn, seconded by Mr. Tromba. By voice vote the motion passed. Meeting adjourned at 7:32 PM.

Fiscal Officer

Mayor/Council President