

The Chester Township Board of Trustees met in special session **Tuesday, January 4, 2022** in the Town Hall Meeting Room at 6:30 P.M. After nominations, Chairman Ken Radtke presided.

Roll Call: All Trustees and the Fiscal Officer were present.

Pledge of Allegiance to the Flag

The Board led the audience in reciting the Pledge of Allegiance to the Flag.

*******ORGANIZATIONAL MEETING*******

ELECTION OF OFFICERS FOR 2022

Fiscal Officer Jarrett called for nominations for Chairperson of the Chester Township Board of Trustees.

2022-1. All those in favor of Ken Radtke, Jr. as Chairperson. Mr. Richter seconded. Vote unanimous; motion passed.

2022-2. Mr. Radtke moved to approve Joe Mazzurco as Vice-Chairperson. Mr. Richter seconded. Vote unanimous; motion passed.

TRUSTEE AND FISCAL OFFICER COMPENSATION

2022-3. Mr. Radtke moved to authorize the Township Fiscal Officer to compensate the Board of Trustees and Fiscal Officer in twelve equal installments on the second pay period in the month for the calendar year 2022 with total compensation in accordance with Ohio Revised Code 505.24 for Compensation of Trustees and Ohio Revised Code 507.09 for Compensation of Fiscal Officer. Mr. Richter seconded. Vote unanimous; motion passed.

	Compensation	
	Annual	Monthly
Trustee Radtke	\$24,304.00	\$2,025.33
Trustee Richter	\$24,304.00	\$2,025.33
Trustee Mazzurco	\$24,304.00	\$2,025.33
Fiscal Officer Jarrett	\$33,297.00	\$2,774.75

TRUSTEE MEETINGS

2022-4. Mr. Radtke moved that all meetings of the Chester Township Board of Trustees be held in accordance with Ohio Revised Code Section 121.22 "Ohio's Open Meetings Act." Mr. Richter seconded. Vote unanimous; motion passed.

2022-5. Mr. Radtke moved that regular meetings of the Chester Township Board of Trustees for the calendar year 2022 will be every other Thursday at 6:30 PM at Town Hall starting January 13, 2022 unless otherwise cancelled or rescheduled by the Board Chair, Vice-Chair or Trustee as available. Notice of cancelled or rescheduled regular meetings will be posted at the entry to Town Hall. Media and citizens that have requested notification will receive advance notice. Mr. Richter seconded. Vote unanimous; motion passed.

2022-6. Mr. Radtke moved that notice of special meetings of the Chester Township Board of Trustees for the calendar year 2022 be posted at least 24 hours in advance at the entry to Town Hall. Media and citizens that have requested notification will receive 24-hour advance notice. All meeting notices for special meetings shall state the purpose for the meeting. Mr. Richter seconded. Vote unanimous; motion passed.

2022-7. Mr. Radtke moved that notice of emergency meetings of the Chester Township Board of Trustees for the calendar year 2022 be posted at the entry to Town Hall in advance of the meetings. Mr. Richter seconded. Vote unanimous; motion passed.

MILEAGE & EXPENSE REIMBURSEMENT

2022-8. Mr. Radtke moved to authorize reimbursement for expenses and payment for mileage at a rate of \$0.585 per mile for Township Officials and employees traveling on Township business for the calendar year 2022 which is pursuant to IRS code. Mr. Richter seconded. Vote unanimous; motion passed.

TOWNSHIP EXPENDITURES

2022-9. Mr. Radtke moved to authorize the Township Trustees, the Fiscal Officer, the Chief of Police, the Fire/Rescue Chief and the Road Superintendent to incur obligations of \$1,000.00 or less on behalf of the Township for all Township related needs, and that the Administrative Assistant can incur obligations of \$350.00 or less on behalf of the Township for all Town Hall administrative needs, pursuant to all statutory guidelines in ORC 507.11. Mr. Richter seconded. Vote unanimous; motion passed.

TAX ADVANCES

2022-10. Mr. Radtke moved to authorize the Fiscal Officer to request advances of 2022 apportionments of Real Estate Taxes and Estate Taxes, in the maximum amounts available for the General, Road and Bridge, Police, and Fire/EMS funds upon receipt of the schedule of dates for advances as determined by the Geauga County Auditor. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

ZONING MEETING ATTENDANCE PAYMENT

There had been some confusion regarding alternate members and whether their pay was dependent on active participation in a meeting.

2022-11. Mr. Radtke moved to pay Board of Zoning Appeals members and alternates and Zoning Commission members and alternates in attendance at their respective meetings \$25.00 per meeting for calendar year 2021 per the tables below. Mr. Richter seconded. Vote unanimous; motion passed.

ZC Member	Meetings attended	Amount due
Jonathan Oswick	15	\$375.00
Andrew Chess	17	425.00
Sergey Kats	16	400.00
Anthony Nastasi	13	325.00
Michael Lauro	20	500.00
Anthony Peto (alt)	19	475.00

BZA Member	Meetings attended	Amount due
Kathy Fadorsen	8	\$200.00
Bart Ziganti	10	250.00
Deana Sritalapat	1	25.00
Frank Kolk	9	225.00
Christina Klemm	9	225.00
Eric Wittine (alt)	1	25.00
Charles Pona	10	250.00

APPOINTMENT OF TRUSTEE REPRESENTATIVES WHERE REQUIRED

2022-12. Mr. Radtke moved to approve the Township representation as follows for the calendar year 2022. Mr. Richter seconded. Vote unanimous; motion passed.

- Drug Enforcement Representative (DER) Ken Radtke; Alternate Mary Lou Florentine
- Geauga Health District Advisory Council:
Chairman: Ken Radtke Alternate: Craig Richter
- Road Department Liaison: Craig Richter
- Fire Department Liaison: Ken Radtke
- Police Department Liaison: Joe Mazzurco
- Zoning Inspector/Zoning Commission/BZA Liaison: Joe Mazzurco
- Park Liaison: Joe Mazzurco
- Credit Card Compliance Officer: Craig Richter

Financial Items

2022-13. Mr. Radtke moved to approve pursuant to Ohio Revised Code 5705.41 the 2022 Chester Township Fire Department, Road Department, Police Department and General Fund blanket certificates and purchase orders as listed below. Mr. Richter seconded. Vote unanimous; motion passed.

FIRE DEPARTMENT POs			
Appropriation	Vendor	Description	Amount
2111-220-311-0010	Clemans Nelson	Legal Fees	\$3,000.00
2111-220-319-0012	Geauga Co ADP Board	Monthly Usage	\$3,000.00
2111-220-319-0012	Spectrum	Bandwidth	\$3,600.00
2111-220-323-0077	Rice Oil	Oil/Water Seperator	\$1,800.00
2111-220-323-0318	Breathing Air Systems	Semi Ann Prev Mnt	\$1,800.00
2111-220-323-0318	Warren Fire	Svc & Mnt SCBA	\$1,500.00
2111-220-341-0002	Verizon Wireless	Cell phone	\$1,200.00
2111-220-351-0000	Illumunating Co.	Electricity	\$15,000.00
2111-220-352-0000	Dep of Wter Resources	Water & Sewage	\$1,500.00
2111-220-353-0000	Dominion	Natural Gas	\$9,500.00
2111-220-359-0321	Kimble	Trash service	\$725.00
2111-220-360-0308	EMSAR	Cot Mnt	\$2,500.00
2111-220-360-0308	McDonald Equip MECO	Generator Maint**	\$800.00
2111-220-360-0308	Stryker	Life Pak Service	\$2,200.00
2111-220-599-0300	Emergency Reporting	Yearly Fee	\$2,000.00
2111-220-599-0300	National Fire Prot Assoc	Yearly Fee	\$1,500.00
2281-230-323-0301	Countryside	Repairs	\$30,000.00
2281-230-323-0330	Aqua Doc	Pond Mnt	\$1,500.00
2281-230-420-0313	Advanced Gas & Welding	Monthly Usage	\$2,800.00
2281-230-599-0317	Atwells	Uniform	\$17,000.00
2281-230-599-0317	Warren Fire	FF Gear	\$12,000.00
2281-760-740-0304	Warren Fire	Fire Hose	\$5,000.00

FIRE DEPARTMENT BCs			
Appropriation	Description	BC Amount	
2111-220-221-0000	Medical	\$70,300.00	Super BC
2111-220-221-0006	Medical hra	\$26,000.00	Super BC
2111-220-318-0311	Training svcs	\$3,200.00	
2111-220-321-0703	Rents & leases	\$1,500.00	
2111-220-323-0305	Repairs & Maintenance Communications equipment)	\$1,000.00	
2111-220-330-0000	Travel & mtg exp	\$2,000.00	
2111-220-342-0000	Postage	\$200.00	
2111-220-345-0306	Advertising promotions	\$500.00	
2111-220-360-0012	Cont svcs computer tech	\$2,500.00	
2111-220-360-0308	Cont svcs M & R	\$3,500.00	
2111-220-410-0000	Office supplies	\$1,500.00	
2111-220-410-0315	Office Supplies comp	\$1,200.00	
2111-220-490-0309	Other supplies & matl	\$1,500.00	
2111-220-599-0000	Other other	\$750.00	

2111-220-599-0300	Other other dues	\$2,200.00
2111-220-599-7800	Other other fire prev	\$2,000.00
2111-220-599-8000	Other other new hire	\$5,000.00
2111-220-599-8001	Other other random drug	\$200.00
2111-760-740-0323	Mach, Equip, Furn - office equip	\$500.00
2111-760-740-0325	Mach, Equip, Furn - Furn	\$1,500.00
 		
2281-230-323-0301	Repairs & Maintenance MV	\$5,000.00
2281-230-360-7001	Contracted Svs - Medicount	\$17,000.00
2281-230-420-0313	Oper supp - med	\$6,000.00
2281-230-599-0317	Other other personal equip	\$5,000.00
2281-760-730-0080	Imp of sites	\$5,000.00
2281-760-740-0304	Mach equip & furn - fire equip	\$5,000.00
2281-760-740-0305	Mach equip & furn - comm	\$3,000.00
2281-760-740-0324	Mach equip & furn - squad/med	\$5,000.00

Super BC

ROAD DEPARTMENT POs			
Appropriation	Vendor	Appropriation Description	PO Amount
2031-330-490-0000	Arms Trucking	Aggregate Supply	\$14,000.00
2031-330-341-0000	Granite Communications	Telephone	\$5,000.00
2031-330-360-0000	Blue Skies Cleaning	cleaning services	\$3,900.00
2031-330-323-0074	Cerni	Parts-Vehicles	\$5,000.00
2031-330-420-0400	Chardon Oil	Fuel	\$18,000.00
2031-330-360-0000	Chardon Welding	Contracted Services	\$500.00
2031-330-599-0000	Cintas	Uniforms	\$5,000.00
2031-330-311-0010	Clemens Nelson	Legal Retainer	\$6,500.00
2031-330-490-0000	Cleveland Plumbing	Total pipe purchases	\$30,000.00
2031-330-420-0401	Cargill Inc.	Salt Supplier	\$95,000.00
2031-330-323-0075	Concord Road Equip	Total parts	\$1,500.00
2031-330-353-0000	Dominion East Ohio Gas	Natural Gas	\$8,000.00
2031-330-360-0000	Environmental Specialist	Contracted Service (Waste Oil)	\$2,000.00
2031-330-323-0075	Federated Auto Parts (Fisher's)	Vehilce Parts	\$3,500.00
2031-330-490-0000	Geauga Concrete	Concrete material	\$8,000.00
2031-330-319-0012	Geauga County Auto Data Processing Board	Computers	\$3,000.00
2031-330-352-0000	Geauga County Water Resources	Water and Sewer	\$1,000.00
2031-330-323-0074	Herda's Truck Service	Outsourced Work-Vehicles	\$2,500.00
2031-330-351-0000	Illuminating Company	Electricity	\$7,000.00
2031-760-730-0000	Kennington Electric	Improvement of Sites	\$9,585.00
2031-330-323-0075	Keystone Spring	Total for parts	\$5,000.00
2031-330-359-0000	Kimble	Blanket Utilities	\$1,500.00
2031-330-323-0075	Kolsom	Total Tires	\$5,000.00
2031-330-323-0075	Lawson Products	Parts	\$5,000.00
2031-330-319-0012	LBP Leasing	Copier	\$1,000.00
2031-330-323-0075	McMaster Carr	Parts	\$5,000.00
2031-330-323-0074	Mr. T Painting	Painting & Sandblasting	\$9,000.00
2031-330-323-0075	NAPA	Total Parts	\$6,000.00
2031-330-420-0000	Northeast Lubricants	Operating Supplies (Gas & Diesel)	\$4,500.00
2031-330-323-0075	NNI Services	Fuel Tanks/oil separator	\$5,000.00
2031-330-323-0075	Rush Truck (Interstate Billing Svcs	Repair & Maintenance (Vehicles)	\$15,000.00
2031-330-323-0075	Snap-on Tools	Parts	\$3,000.00
2031-330-490-0000	Turney's Home and Auto	Supplies	\$4,500.00
2031-330-599-0000	Unifirst	Safety Jackets	\$3,300.00
2031-330-360-0000	Van Curen	Tree Removal	\$5,000.00
2031-330-341-0002	Verizon	Cell Phones	\$1,000.00
2031-330-359-0000	Verizon Connect	GPS	\$3,900.00
2031-330-360-0000	Tire and Wheel	Contracted Services	\$8,000.00
2031-760-740-0000	Winter Equipment	Plow Blade System	\$5,000.00

ROAD DEPARTMENT BCs			
2031-330-221-0000	Medical/Hospitalization	\$150,000.00	Super BC
2031-330-221-0006	Medical/Hospitalization HRA	\$68,500.00	Super BC
2031-330-323-0074	Repairs and Maintenance - Outsourced Work	\$25,000.00	
2031-330-323-0075	Repairs and Maintenance - Vehicle/Equipment	\$25,000.00	
2031-330-360-0000	Contracted Services	\$10,000.00	
2031-330-420-0000	Operating Supplies	\$10,000.00	
2031-330-490-0000	Other - Supplies and Materials	\$15,000.00	
2031-330-352-0000	Water and Sewage	\$1,500.00	

2031-330-599-0000	Other - Other Expenses	\$12,000.00	
2031-330-599-3004	Other - Other Expenses Signs	\$2,000.00	
2031-690-345-0000	Advertising	\$750.00	
2031-760-730-0000	Improvement of Sites	\$9,000.00	
Cemetery			
2041-410-323-0000	Repairs and Maintenance	\$1,500.00	
2041-410-599-0000	Electricity	\$850.00	
2041-410-420-0000	Operating Supplies	\$1,000.00	
2041-410-599-0000	Other - Other Expenses	\$1,000.00	
2041-760-730-0000	Improvement of Sites	\$2,500.00	

POLICE DEPARTMENT POs			
Vendor	Appropriation	Description	PO Amount
Clemans-Nelson	2081-210-311-0010	General Legal	\$1,500.00
Ohio Peace Officer Training	2081-210-318-0000	Training	\$3,500.00
Kimble	2081-210-322-0000	Garbage	\$750.00
Schaeffer IT	2081-210-323-0000	Technical Support	\$2,000.00
Nolan Heating & Cooling	2081-210-323-0000	Heating & Cooling	\$1,500.00
Truck MD, LLC	2081-210-323-0301	Vehicles R & M	\$7,500.00
SAK Automotive	2081-210-323-0301	Vehicle Repairs	\$1,200.00
Kolsom Tires	2081-210-323-0301	Vehicle Repairs	\$3,500.00
Granite Communications	2081-210-341-0000	Telephone	\$8,000.00
Verizon	2081-210-341-0002	Cell	\$1,100.00
illuminating Co	2081-210-351-0000	Electricity	\$4,500.00
Geauga Cty Dept of Water Res	2081-210-352-0000	Water & Sewer	\$2,000.00
Dominion	2081-210-353-0000	N Gas	\$1,500.00
Cuyahoga County Coroner	2081-210-360-0000	Contracts	\$4,000.00
McDonald Equipment	2081-210-360-0000	Contracts	\$500.00
SPOKEO	2081-210-360-0000	Contracts	\$600.00
Blue Sky (Station Cleaning)	2081-210-360-0000	Contracts	\$2,800.00
Lexipol	2081-210-360-0000	On-Line Policies	\$6,727.67
Cintas	2081-210-360-0000	Floor Mats	\$2,300.00
Treasurer State of Ohio	2081-210-360-0000	LEADS	\$1,200.00
Village of Hunting Valley	2081-210-360-0000	Indoor Range	\$900.00
Distillata	2081-210-360-0000	Water & Cooler	\$1,200.00
Office Depot	2081-210-410-0000	Office Supplies	\$1,500.00
Staples	2081-210-410-0000	Office Supplies	\$2,500.00
Atwells	2081-210-430-0000	Uniforms	\$8,000.00
Atwells	2081-210-430-0000	Body Armor	\$5,000.00
Galls	2081-210-430-0000	Uniforms	\$4,500.00
Spectrum	2081-210-319-0012	Bandwidth	\$4,200.00
Geauga County ADPB	2081-210-319-0012	Phones, email & IT	\$3,900.00
Lake Erie Graphics	2081-760-750-0302	Cruiser Graphics	\$3,000.00

POLICE DEPARTMENT BCs		
Appropriation	Description	Amount
2081-210-318-0000	Training Services	\$1,500.00
2081-210-323-0000	Repairs & Maintenance	\$2,000.00
2081-210-420-0000	Operating Supplies	\$2,500.00
2081-210-430-0000	Small Tools & Minor Equipment	\$3,000.00
2081-210-599-0000	Other/Other Expenses	\$5,000.00
2081-210-599-0300	Other/Other Expenses Dues & Subscriptions	\$600.00
2081-760-730-0000	Improvement of Sites	\$1,500.00
2081-760-740-0000	Machinery, Equipment & Furniture	\$3,000.00

GENERAL FUND POs			
Appropriation	Vendor	Description	PO amount
1000-110-311-0000	Clemans Nelson	Retainer	\$525.00
1000-110-313-0000	Treasurer of State, UAN	Quarterly fees	\$5,000.00
1000-110-319-0000	Geauga Cty ADP Board	Phones, email, IT	\$8,800.00
1000-110-321-0000	LBP Leasing	Rents & Leases	\$1,100.00
1000-110-341-0001	Granite Communications	Telephone	\$3,000.00
1000-110-341-0001	Windstream	Telephone	\$500.00
1000-110-341-0002	Verizon	Trustees and Fiscal Officer's Cell	\$3,000.00
1000-110-410-0000	Staples	Office Supplies	\$4,000.00
1000-110-599-0100	Blue Skies	TH Cleaning	\$2,700.00

1000-120-322-0000	Kimble	TH garbage	\$1,200.00
1000-120-351-0000	illuminating Co	N Park, TH, School, pump, HH, MH	\$8,200.00
1000-120-352-0000	Geauga Cty Dept of Water Resources	TH & HH, MH	\$1,500.00
1000-120-352-0000	Biosolutions	Water testing	\$500.00
1000-120-352-0000	Glenn's Property Services	well pump TH share	\$3,000.00
1000-120-353-0000	Dominion	N Gas TH & HH	\$3,000.00
1000-120-599-0000	Distillata	Water & cooler	\$750.00
1000-130-341-0002	Verizon	Zoning Cell	\$750.00
1000-310-351-0000	illuminating Co	Street lights	\$24,200.00
1000-760-720-1202	Blue Skies	Park cleaning	\$4,000.00
1000-760-720-1202	Kimble	Park garbage	\$600.00
1000-760-720-1202	illuminating Co	Park	\$8,500.00
1000-110-319-0012	Spectrum	Circuit bandwidth	\$10,000.00
2041-410-599-0000	illuminating Co	Cemetery	\$850.00
2401-810-810-1620	First National Bank	Sperry - principal	\$28,652.00
2401-830-830-1620	First National Bank	Sperry - interest	\$1,154.56

GENERAL FUND BCs			
Appropriation	BC Description	Detail	BC Amount
1000-110-221-0000	Medical	Super BC	\$100,000.00
1000-110-221-0006	Medical HRA	Super BC	53,000.00
1000-110-311-0000	Acct & legal fees - legal		6,000.00
1000-110-314-0701	Tax Coll Fees Auditor & Trea		7,000.00
1000-110-314-0702	Tax Coll Fees DRETAC		500.00
1000-110-315-0000	Election Expenses		9,000.00
1000-110-330-0050	Travel & Mtg exp Trustees		250.00
1000-110-330-0051	Travel & Mtg exp Fiscal Off		500.00
1000-110-330-0052	Travel & Mtg exp Employees		500.00
1000-110-342-0000	Postage		1,500.00
1000-110-345-0000	Advertising/elected officials		1,000.00
1000-110-410-0000	Office Supplies		3,500.00
1000-110-599-0100	Other other		1,300.00
1000-120-323-0000	Repairs & maint		1,500.00
1000-120-430-0000	Small Tools and Minor Equipment		250.00
1000-120-599-0000	Other other		2,250.00
1000-130-150-0000	Compensation of Zoning Appeals Board and Zoning Commission		4,000.00
1000-130-330-0053	Travel & Meeting expense Zoning Inspector		1,000.00
1000-130-345-0000	Advertising/zoning		1,500.00
1000-130-490-0000	Other supplies & mats		1,000.00
1000-130-599-0000	Other expenses/zoning		1,000.00
1000-760-730-1200	Improvement of sites, TH, Bldgs, grounds		500.00

2022-14. Mr. Radtke moved to approve the financial transactions below. Mr. Richter seconded. Vote unanimous; motion passed.

CHECKS		
Date	Starting No.	Ending No.
1/4/22	84542	84561
Fiscal Officer's note: the last check number used on 12/29/21 was 84541		

Executive session

2022-15. Mr. Radtke moved to enter into executive session at 6:40 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of one or more public employees and 121.22 (G) (3) conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Fiscal Officer Patricia Jarrett was invited into the executive session, and Attorney David Comstock attended via telephone from 6:55 PM to 6:58 PM.

2022-16. Mr. Radtke moved to approve and sign the severance agreement between Chester Township and John Wargelin effective January 4, 2022. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, abstain. Motion passed.

Skip Claypool asked if the Fire Chief had resigned. Mr. Radtke read the following statement in response: "It is agreed and understood that employee and employer shall decline to comment on any aspect of the severance agreement or the facts giving rise to the severance agreement for a period of 90 days."

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 7:15 P.M.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

January 13, 2022 Motion 2022-24
Approval Date

Ken Radtke, Jr., Chairman

Joseph C. Mazzurco, Vice-Chairman

Craig S. Richter, Trustee