

The Chester Township Board of Trustees met in regular session **April 21, 2022** in the Town Hall Meeting Room at 6:31 P.M. 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.

Presentations

Mara McClain and Jeff Costin via phone with Sedgwick discussed claims, rates and rebates of Ohio Township Association Retro Group and the Bureau of Workers Compensation. Also discussed were snapshots and projections for 2023. Group Retro paperwork needs to be submitted by the end of July. Jeff gave overview of services provided by Group Retro.

Approval of Minutes

2022-148. Mr. Radtke moved to approve the minutes of the Board of Trustees meeting(s) dated 4/7/22 and 4/13/22 as presented to the Board by the Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Public Comments/Questions

Linda Gifford commented the meeting notice wasn't in the News Herald. Dal Lanese asked for definition of what part-time for Township Administrator is and asked about benefits. Mr. Radtke stated 3 days a week, 24-30 hours per week and benefits would be discussed at an executive session at some point in the future. Ven Paoletto commented on benefits and the Township Administrator position. Carol Cialella was not in favor of having an unelected person as Township Administrator. Jeff Frank commented on the taxes in Chester Township.

Department Business – Road

2022-149. Mr. Radtke moved to approve Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Comments
RD	122-2022	T&N	\$4,706.89	Powerline Engine	Repair Valve Assembly truck #8
RD	123-2022	Reg	\$4,590.00	Snap-On Incorporated	Prolink Edge Scanner
RD	124-2022	Reg	\$28,000.00	Arms Truck Co.	Aggregate Materials for 2022
RD	125-2022	Reg	\$30,000.00	Cuyahoga Asphalt Materials LLC	Asphalt Materials for 2022
RD	126-2022	Reg	\$5,000.00	Southeastern Equipment Co., Inc.	Repack of boom cylinder for Gradall

Department Business – Fire

2022-150. Mr. Radtke moved to approve the hiring of Jasmine Pierce as a part-time EMT/Firefighter at an hourly rate of \$18.08 effective May 1, 2022 pending completion of drug test and background check. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2022-151. Mr. Radtke moved to approve the hiring of Jesse Scarvelli as a part-time EMT/Firefighter at an hourly rate of \$18.08 effective May 1, 2022 pending completion of drug test and background check. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Mr. Radtke noted that both of these individuals are just completing their schooling and have chosen the Chester Township Fire Department as their first place of employment which is a compliment given the shortage of people in the fire business.

2022-152. Move to approve the purchase of a 2008 Chevrolet Malibu from the Geauga County Sherriff's Office for \$3,000.00 from account 2111-760-750-0303 Machinery, Equipment & Furniture/Vehicles, Engines, Squads. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2022-153. Mr. Radtke moved to approve after the fact accepting the resignation of part-time PM/FF Antonio Didonato effective April 8, 2022 citing a lack of time to fulfill his duties. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2022-154. Mr. Radtke moved to approve the change in employment status of PM/FF Frank Virant from full-time to part-time effective April 25, 2022. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2022-155. Mr. Radtke moved to approve a 90 day leave of absence from the fire department for part-time PM/FF Frank Virant effective April 25, 2022. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2022-156. Mr. Radtke moved to approve a 90 day leave of absence for FF/PM Chad Heppert beginning April 25, 2022 and ending July 30, 2022. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2022-157. Mr. Radtke moved to approve the resignation of part-time FF/PM Jon Farley effective April 21, 2022 due to being unable to fulfill his required work hour obligations. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2022-158. Mr. Radtke moved to approve extension of Memorandum of Understanding regarding allowing part-time firefighters to receive time and a half to fill certain shifts at the discretion of the fire chief through September 10, 2022. Mr. Mazzurco seconded. Vote unanimous; motion passed.

- May 26 Zoning Amendment – Joe Mazzurco gave updates on Zoning Commission amendments.

Residents commented on accessory building measurements and high-density housing.

New Business

- Chester Township Mission Statement review – Discussed changes to Mission Statement.

The Trustees briefly discussed the proposed Township policies and no action was taken.

RESOLUTION 2022- 159. Mr. Radtke moved to approve and sign the Resolution Authorizing Expenditure from American Rescue Plan Act Funds. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

RESOLUTION 2022-160. Mr. Radtke moved to approve and sign the Resolution Authorizing Increase in Micro-Purchase Threshold and Adopt Uniform Guidance Procurement Policy. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2022-161. Mr. Radtke moved to amend the permanent appropriations revenue to include \$6,471.96 in 2271-539-0000 and the expense of \$6,471.96 in account 2271-210-318-0000 Training Services. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2022-162. Mr. Radtke moved to approve \$280.00 payable to the Geauga County Township Association for the 2022-2023 membership dues. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2022-163. Mr. Radtke moved to authorize the Chief of Police, Craig Young and Township Administrator, Mark Purchase to incur obligations of \$1,000.00 or less on behalf of the Township for all Township related needs pursuant to all statutory guidelines in ORC 507.11. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Township Administration

- Discussion of 2022 Township Organizational Chart – Discuss changes and will discuss further at next meeting.

Township Park

2022-164. Mr. Radtke moved to approve the West Geauga High School Varsity Softball team use of the ballfield at Parkside Park on the following dates: 4/23, 5/2 and 5/4. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Resident asked if the lights for the ballfield would be fixed. Mr. Mazzurco replied that he is waiting on contractors to provide a cost estimate to assess the lighting repairs needed.

Financial Items

2022-165. Move to approve the financial items below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

CHECKS		
Date	Starting No.	Ending No.
04/21/22	84950	84950
04/26/22	84951	84959
04/21/22	84960	85010
Fiscal Officer's note: the last check number used on 04/07/22 was 84949		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
04/26/22	585-2022	647-2022	Regular Payroll

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
583-2022	Regional Income Tax Agency	\$6,131.64	04/15/22	Employee/Employer Withholding
584-2022	First National Bank	\$1,099.80	04/25/22	VISA Payment
651-2022	Treasurer, State of Ohio	\$6,010.83	05/14/22	Employee/Employer Withholding
649-2022	First National Bank EFTPS	\$17,187.30	04/26/22	Employee/Employer Withholding
650-2022	Ohio Department of Taxation	\$73.25	05/14/22	Employee/Employer Withholding

Fiscal Officer's Report

Haven't contacted the auditor. Working on taxes and American Rescue Plan filing. Need to send out bid on bank account.

Donations Received			
	Received from	Amount	Description
1	Craig Richter	\$65.03	Memorial Day Flags

Open/Ongoing Items

Memorial Day ceremony – Reviewed spreadsheet for open items and assignments; also, discussion of cost.

Henry House –discussed when to end electric service; cut and cap would be performed by the demolition crew.

Sunshine Training – Employees have begun scheduling of training

Upcoming Items/Deadlines

May 2022 – deadline for Recycle Park cameras (Go Green grant) – Cameras are installed waiting on configuration

Executive session

2022-166. Mr. Radtke moved to enter into executive session at 8:55 PM pursuant to Ohio Revised Code 121.22(G)(1) to consider the appointment and compensation of a public employee. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Fiscal Officer Patricia Jarrett was invited into executive session. The Board reentered public session at 9:10 P.M.

2022-167. Mr. Radtke moved to amend motion 2022-166 to include employee discipline. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2022-168. Mr. Radtke moved to approve and accept the retirement notice of Mark A. Purchase from his position as Chester Township’s Police Chief, effective Sunday, May 1, 2022. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2022-169. Mr. Radtke moved to approve the hiring of Craig T. Young effective Monday, May 2, 2022, as Chester Township’s full-time Police Chief at an annual salary of \$96,470.00 with benefits, including 3 weeks of vacation for calendar year 2022. Chief Young will serve a one-year probationary term commencing with the first day of his new position. Mr. Mazzurco seconded. Vote unanimous; motion passed.

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 9:18 P.M.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

May 5, 2022 Motion # 2022-170
Approval Date

Ken Radtke, Jr., Chairman

Joseph C. Mazzurco, Vice-Chairman

Craig S. Richter, Trustee