

The Chester Township Board of Trustees met in regular session **Thursday, May 19, 2022** in the Town Hall Meeting Room at 6:01 P.M. Vice-Chairman Joe Mazzurco presided.

**Roll Call:** Joe Mazzurco, Craig Richter and the Fiscal Officer were present. Ken Radtke absent.

**Pledge of Allegiance to the Flag**

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

**Executive session**

**2022-178.** Mr. Mazzurco moved to enter into executive session at 6:02 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees. Mr. Richter seconded. Roll call vote: Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Fiscal Officer Patricia Jarrett, Township Administrator and Mark Purchase were invited into the executive session and Don Comstock and Ken Radtke to join the executive session via phone. Board reentered public session at 6:23 PM. After reentering public session the meeting moved to the Fire Station Bays.

**Discussion**

- Geauga County Engineer 2022 Road Projects

Shane with Geauga County Engineer’s office discussed drainage repairs on various roads and cost estimates. Briefly mentioned the Foxmoor Rd. project will be presented at a later meeting. Easements have been discussed with the residents.

**2022-179.** Mr. Mazzurco moved to approve and sign the Resolution to Order the Drainage Improvements of Various Roads as listed below, as recommended by the Geauga County Engineer. Mr. Richter seconded. Roll call vote: Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Walnut Ridge Road	Heath Road	Kenyon Drive
Prescott Drive	West Shiloh Drive	East Shiloh Drive

**Presentations**

Brian Hoagland – Oswald Companies-OTARMA-Introduction and using Oswald Companies as the broker for Township insurance.

**Approval of Minutes**

**2022-180.** Mr. Mazzurco moved to approve the minutes of the Board of Trustees meeting(s) dated May 5, 2022 as presented to the Board by the Fiscal Officer. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**Public Comments/Questions**

Resident questioned meeting times and location of meeting and why it wasn’t on the website. Mr. Mazzurco responded that a notice of time change was posted and the location was changed due to meeting room compacity. Mr. Mazzurco explained the Chester website will soon be updated.

Mr. Richter briefly explained the zoning process and steps. Mr. Richter also clarified the meaning of congregate care facility. Residents expressed concerns over the proposed new congregate care facility. Mr. Claypool asked Board members where they stand on the issue. Mr. Mazzurco stated he’s gathering information and will then research. Residents had concerns about Chesterland becoming a village or city. Residents expressed reasons why they don’t want a congregate care facility in Chesterland.

### **Department Business – Township Administrator**

**2022-181.** Mr. Mazzurco moved to approve, sign and execute the proposed three (3) year contract, between Chester Township and the members of OPBA. The terms contained within this agreement shall apply to all police officers and sergeants during the following years 2022, 2023 and 2024. Mr. Richter seconded. Roll call vote: Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2022-182.** Mr. Mazzurco moved to approve the funds necessary, up to a maximum of \$14,000.00, and the authorization of the Township Administrator to begin working with Jim McClintock of Company 119 on the construction and design of a new website for Chester Township. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Residents asked about pricing and training for the new website. Mr. Purchase explained estimated costs for developing and maintaining the website and training process.

**2022-183.** Mr. Mazzurco moved to approve and authorize an amendment to Board Resolution 2017-421 – Transient Vendor Definition and Regulations. The effective amendment shall expand the required information requested during the application process and implement a “No Knock Registry” for those residents of Chester Township that wish to voluntarily participate. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

### **Department Business – Road**

**2022-184.** Mr. Mazzurco moved to approve, after the fact, the hiring of Robert Jefferson as a part-time seasonal worker starting at a rate of \$17.00/hr. effective May 16, 2022 pending completion of drug test and background check. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2022-185.** Move to approve Road Department expenditures as listed below. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

PO #	Type	Amount	Payable To	Comments
130-2022	Reg	\$1,650.00	All-Ways Flasher Service	Traffic Delineators
131-2022	Reg	\$2,200.00	Chardon Welding Inc.	Fabrication of Tailgate
132-2022	Reg	\$15,200.00	Rush Truck Centers	Repair Injectors & Filter
133-2022	Reg	\$90,000.00	Bremec Greenhouses	2020 F550 Truck w/Plow

### **Department Business – Fire**

**2022-186.** Mr. Mazzurco moved to accept the resignation of PM/FF Ben Bindokas effective June 30, 2022. The letter of resignation, submitted, does not provide an explanation. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2022-188.** Move to approve a change in employment status of PM/FF Sam Meaney from part-time to full-time effective May 29, 2022. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

### **Department Business – Police**

**2022-189.** Mr. Mazzurco moved to approve Police Department expenditures as listed below. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

PO #	Type	Amount	Payable To	Comments
137-2022	Reg	\$4,000.00	Truck MD	Removal of Equipment from C9, Reinstallation
135-2022	Reg	\$4,051.00	Lake Eric Graphics	Black Vinyl Wrap and Graphics for 2019 Ford Explorer
136-2022	Reg	\$24,098.00	Thompson Family Motors	2019 Ford Explorer/Police Interceptor

### **Department Business – Zoning**

- Add Zoning Amendments to the website

### **New Business**

**2022-190.** Mr. Mazzurco moved to approve and sign the Amendment to Resolution 2022-105 Authorizing the receipt of additional funds and expenditures in the accounts listed below. Mr. Richter seconded. Roll call vote: Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Fund	Amount
2273-539-2073 American Rescue Plan Act – Other Federal Receipts (ARP – Storm Water Management)	\$2,146.35
2273-330-360-2073 American Rescue Plan Act – Contracted Services (ARP – Storm Water Management)	\$2,146.35

**2022-191.** Mr. Mazzurco moved to approve up to \$1,100.00 payable to Petroleum UST Release Compensation Board for the annual assessment fee for underground fuel storage tanks in the following amounts. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2031-330-599-0000 Other/Other Expenses	\$366.66
2081-210-599-0000 Other/Other Expenses	\$366.67
2111-220-599-0300 Other/Other Expenses/Dues & Subscriptions	\$366.67

**2022-192.** Mr. Mazzurco moved to approve the use of the Town Hall Parking Lot for a car wash for WGHS Girls Soccer on Saturday, June 11, 2022 from 9:30 A.M. until 2:30 P.M. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**RESOLUTION 2022-187.** Mr. Mazzurco moved to approve the Resolution to Amend Permanent Appropriations for Fund 2031-330-360-0000 Contracted Services and Bridge in the amount of \$200,000.00. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2022-193.** Mr. Mazzurco moved to approve and authorize, after the fact, the issuance of Sig Sauer P320C (Serial No. 58C1243351) duty firearm to retired Chief of Police Mark Purchase pursuant to Chester Township Police Department Policy No. 1014 subsection 1014.6 – Retirement & Recognition Award. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2022-194.** Mr. Mazzurco moved to approve and sign, after the fact, the Proclamation for Police Chief, Mark Purchase and approve that a Trustee present the Proclamation to Police Chief, Mark Purchase. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

### Township Park

**2022-195.** Mr. Mazzurco moved to approve \$10,000.00 to the Chester Park District for 2022 operations. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2022-196.** Move to approve, after the fact, the use of Parkside Park pavilion for a Pickleball meeting on Wednesday, May 18, 2022 from 7:00 P.M. until 8:30 P.M. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2022-197.** Mr. Mazzurco moved to approve the use of Parkside Park pavilion and parking lot and Town Hall and Town Hall parking lot for Community Clean-Up Day on June 4<sup>th</sup>, 2022 from 9:00 A.M. until 1:00 P.M. All fees will be waived. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

### Financial Items

**2022-198.** Mr. Mazzurco moved to approve the financial transactions below. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
Gen	\$5,000.00	1000-930-930-0000	1000-110-119-0000	Township Admin Salary
Gas Tax	\$90,000.00	2021-330-360-0000	2021-760-750-0000	Purchase of F550 Truck
PD	\$24,098.00	2081-210-190-0000	2081-760-750-0000	Purchase of 2019 Ford Explorer
PD	\$7,051.00	2081-210-190-0000	2081-760-750-0302	Tearout/Installation of Equipment
Gen	\$500.00	1000-930-930-0000	1000-120-352-0000	Water Related Misc.

CHECKS
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Date	Starting No.	Ending No.
5/24/22	85071	85079
5/19/22	85080	85126
Fiscal Officer's note: the last check number used on 5/5/22 was 85070		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
5/24/22	722-2022	787-2022	Regular Payroll
5/24/22	792-2022	792-2022	Regular Payroll

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
789-2022	First National Bank EFTPS	\$17,413.63	5/24/22	Employee & employer withholding – Federal
794-2022	First National Bank EFTPS	\$38.02	5/24/22	Employee & employer withholding - Federal
790-2022	Ohio Department of Taxation	\$72.79	6/14/22	Employee & employer withholding – Local School Dist
791-2022	Treasurer, State of Ohio	\$5,822.55	6/14/22	Employee & employer withholding – State
795-2022	Treasurer, State of Ohio	\$1.28	6/14/22	Employee & employer withholding - State
720-2022	Public Employees Retirement System	\$63,626.57	5/27/22	Employee & employer withholding – Retirement
721-2022	Ohio Police & Fire Pension Fund	\$24,090.13	5/27/22	Employee & employer withholding – Retirement

### Fiscal Officer's Report

Ms. Jarrett reported the State of Ohio Auditor will be auditing the books next week and BWC will be auditing the Township also.

Chester Township Bank Reconciliation			
Reconciled date		4/30/2022	
Prior UAN Balance			8,243,983.80
Actual Receipts	+	904,162.93	
Transfers for UAN Only	+	0.00	
Total Receipts	=		904,162.93
Payments	-	1,061,497.88	
Transfers for UAN Only	-	0.00	
Total Payments	=		1,061,497.88
Adjustments	+		0.00
Adjustments	-		0.00
<b>Current UAN balance as of</b>	<b>4/30/2022</b>		<b>\$8,086,648.85</b>
Other adjusting factors	+		-
Other adjusting factors	-		-
<b>Adjusted UAN balance as of</b>	<b>4/30/2022</b>		<b>\$8,086,648.85</b>
Entered bank balances as of	4/30/2022		\$8,099,700.35
Deposits in transit	+		0.00
Outstanding payments	-		13,051.50
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
<b>Adjusted bank balances as of</b>	<b>4/30/2022</b>		<b>8,086,648.85</b>
	Check		0.00

Chester Township Bank Balances			
As of		4/30/2022	
Business Banking			\$400,000.00
FNB Sweep Account			4,413,354.59
Star Ohio			3,286,345.76
<b>Total</b>			<b>\$8,099,700.35</b>
	Check		0.00

**2022-199.** Mr. Mazzurco moved to approve the waiver of Chester Township Community Clean-up Day liability agreement. Mr. Richter seconded. Mr. Radtke, absent; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

### Open/Ongoing Items

Memorial Day Ceremony  
Henry House – waiting on additional quotes  
Community Clean-up Day

**Upcoming Items/Deadlines**

May 2022 – deadline for Recycle Park cameras (Go Green grant)  
Budget Item – Budget due to Geauga County

**Discussions**

Government Update – C 5/19, K 6/2, J 6/16

**ADJOURNMENT:**

There being no further business before the Board, Mr. Mazzurco adjourned the meeting at 8:47 P.M.

Respectfully submitted,

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Patricia Jarrett, Fiscal Officer

June 2, 2022 Motion # 2022-214  
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Approval Date

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Ken Radtke, Jr., Chairman

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Joseph C. Mazzurco, Vice-Chairman

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Craig S. Richter, Trustee