

The Chester Township Board of Trustees met in regular session **Thursday, June 2, 2022** in the Town Hall Meeting Room at 6:32 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

Scott Yamamoto of the Geauga County Engineer’s office explained easement consent forms for properties needing work outside of the public right-of-way. The easements are needed for future maintenance so the township won’t have to obtain work orders every time work is needed.

2022-211. Mr. Radtke moved to approve and sign acknowledgement and consent forms for work on private property as listed below. Mr. Richter seconded. Vote unanimous; motion passed.

Address	Parcel
11258 Walnut Ridge	11-261800
13050 Kenyon Drive	11-346480
8665 Prescott Drive	11-077891
12224 Shiloh Drive	11-235600
13049 Kenyon Drive	11-308540
11229 Walnut Ridge	11-321000
11249 Walnut Ridge	11-377300
11234 Walnut Ridge	11-062300

Sergey Kats discussed meeting dates and times for hearings on the accessory building amendment, Tranchita amendment and the Caves Rd. LLC amendment.

Resident asked if the amendment is approved by the Board but not the residents how many resident signatures are needed to force it onto a ballot. Mr. Radtke explained the process of zoning amendments. Mr. Richter responded to check the O.R.C. Resident expressed concerns regarding the proposed zoning amendment to Commercial Use property.

Mark Purchase read the statement to the public regarding the Zoning Amendment for Congregate Care facility:

“There is a considerable amount of rumors and misinformation circulating throughout our community regarding the proposed zoning amendment presented to the Chester Township Zoning Commission. By focusing the Trustees, the Zoning board members and Township employees’ time on these rumors takes time away from researching the critical facts in the application and gathering important information. The Board of Trustees encourages our community’s involvement and appreciates how passionate the Chester residents are, in regard to our community the place we call home. The Trustees welcome valuable information and your points of view, however, the Trustees ask for your patience and understanding, while we allow our Zoning Commission and your Trustees the opportunity to gather information and to work as designed and required by law.”

2022-212. Mr. Radtke moved to approve and publish in the Chesterland News and on the Township website the statement regarding the proposed zoning amendment along with the amendment procedure rules. Mr. Richter seconded. Vote unanimous; motion passed.

Residents expressed their desire to know what research the Board of Trustees are actually doing and are they going to share it with the public.

Shane Hajjar of the Geauga County Engineer’s office discussed the upcoming road projects for reconstruction of Foxmoor Trail and Frazier Lane.

2022-213. Mr. Radtke moved to approve the Resolution to Order for the reconstruction of various roads in Chester Township RC-CHE-V-2022, Foxmoor Trail TR-0782 and Frazier Lane TR-0966. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Approval of Minutes

2022-214. Mr. Radtke moved to approve the minutes of the Board of Trustees meeting(s) dated May 19, 2022 as presented to the Board by the Fiscal Officer. Mr. Richter seconded. Vote unanimous; motion passed.

2022-215. Mr. Radtke moved to approve the minutes of the Board of Trustees meeting (s) dated May 26, 2022 as presented to the Board by the Fiscal Officer. Mr. Richter seconded. Vote unanimous; motion passed.

Department Business – Fire

2022-216. Mr. Radtke moved to approve, after the fact, repairs to garage door at fire station by J and L Door Service in the amount of \$1,591.00. Mr. Richter seconded. Vote unanimous; motion passed.

Public Comments/Questions

Department Business – Road

2022-217. Mr. Radtke moved to approve the transfer of cemetery lots as listed below. Mr. Richter seconded. Vote unanimous; motion passed.

<u>Section/Lot/Site</u>	<u>From</u>	<u>To</u>
Section B; Lot 057; Grave 3	Estate of Genevieve Warren Richmond	Amy M. Line
Section B; Lot 057; Grave 4	Estate of Genevieve Warren Richmond	Amy M. Line

Department Business – Fire

2022-218. Mr. Radtke moved to approve the hiring of Jonathan Havel as a part-time FF/EMT-P at the rate of \$21.57/hour, effective June 3, 2022 contingent on the employee successfully passing a drug test and background check. Mr. Richter seconded. Vote unanimous; motion passed.

Department Business – Police

2022-219. Mr. Radtke moved to approve Police Department expenditures as listed below. Mr. Richter seconded. Vote unanimous; motion passed.

<u>PO #</u>	<u>Type</u>	<u>Amount</u>	<u>Payable To</u>	<u>Comments</u>
143-2022	Reg	\$4,000.00	Mt. Cleaning Company	PD Cleaning Service

2022-220. Mr. Radtke moved to approve and authorize the removal of the following vehicle from the inventory of the Chester Township Police Department; 2018 Ford Explorer – VIN #1FM5K8AR4JGC44184. Mr. Richter seconded. Vote unanimous; motion passed.

Department Business – Zoning

2022-221. Mr. Radtke moved to approve retaining outside legal counsel knowledgeable in Ohio Township Zoning regulations. Mr. Richter seconded. Vote unanimous; motion passed.

2022-222. Mr. Radtke moved to accept the resignation of Board of Zoning Appeals alternate Eric Wittine, effective May 23, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

2022-223. Mr. Radtke moved to advertise for a Board of Zoning Appeals alternate in the Geauga Maple Leaf on June 9, 2022, Chesterland News on June 15, 2022 and on the Township website with applications due at Chester Town Hall by 4:00 PM on June 24, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

Judith Schwed expressed concerns over the Board of Zoning Commission alternate voting when no other members are absent.

2022-224. Mr. Radtke moved to accept the resignation of part-time Zoning Inspector, Galina Berglund, effective June 15, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

New Business

2022-225. Mr. Radtke moved to approve and sign the Resolution authorizing all actions necessary to accept the State of Ohio Nature Works Grant as provided for in the State of Ohio Nature Works Grant guidelines. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2022-226. Mr. Radtke moved to approve the following three (3) new policies to the Chester Township Policy Manual, “Code of Conduct”, “Digital Imagery” and “Electronic Communication Resources”. This motion will serve to authorize the Township Administrator to ensure that these policies are added to the manual and made available to all department heads. Mr. Richter seconded. Vote unanimous; motion passed.

Township Park

2022-227. Mr. Radtke moved to approve \$1,800.00 payable to the West Geauga Kiwanis for funding the 2022 summer concert series from appropriation 1000-760-720-1202 Building/Park & Recreation. Mr. Richter seconded. Vote unanimous; motion passed.

2022-228. Mr. Radtke moved to approve the use of Parkside Park for the West Geauga Kiwanis Club Summer Concerts every Wednesday from 6:00 PM until 9:30 PM beginning July 13, 2022 through August 24, 2022. All fees will be waived. Mr. Richter seconded. Vote unanimous; motion passed.

Financial Items

2022-229. Mr. Radtke moved to approve the Chester Township Credit Card Account Policy – 2022. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2022-230. Mr. Radtke moved to approve Exhibit A and Exhibit B of the 2022 Credit Card Policy. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2022-231. Mr. Radtke moved to approve the financial transactions below. Mr. Richter seconded. Vote unanimous; motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
Park	\$5,000.00	1000-760-730-1210	1000-120-323-0000	Well Repair
Park	\$500.00	1000-930-930-0000	1000-110-360-0000	Contracted Services
RD	\$5,000.00	2031-760-730-0000	2031-330-599-0000	Onyshko email

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Comments

Park	140-2022	T&N	\$5,818.00	Harper Well & Pump Co.	Repair of Township Well
RD	141-2022	T&N	\$7,900.00	Southeastern Equipment Co.	Repack Boom Cylinder
RD	142-2022	Reg	\$2,800.00	Trivista Equipment	Repair Bed Hoist Truck #19

CHECKS		
Date	Starting No.	Ending No.
6/7/22	85142	85151
6/2/22	85152	85191
Fiscal Officer's note: the last check number used on 5/25/22 was 85141		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
6/7/22	796-2022	862-2022	Regular Payroll

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
864-2022	First National Bank EFTPS	\$17,420.25	6/7/22	Employee & employer withholding – Federal
	Ohio Department of Taxation			Employee & employer withholding – Local School Dist
	Treasurer, State of Ohio			Employee & employer withholding – State
865-2022	Public Employees Retirement System	\$43,060.61	6/28/22	Employee & employer withholding – Retirement
866-2022	Ohio Police & Fire Pension Fund	\$16,147.67	06/28/22	Employee & employer withholding – Retirement

Fiscal Officer's Report

Patricia Jarrett stated the auditor has been here and is requesting more information. The auditor should be done by July. The BWC auditor was here yesterday.

Open/Ongoing Items

Henry House: Mark Purchase researched the files and found that asbestos abatement has been completed. Mr. Radtke said he spoke with the County (Community and Economic Development) and there has been no update from the state regarding awarding of grants for the demolition.

Community Day Clean-up is scheduled for June 4, 2022.

Budget – Due to Geauga County by July 20, 2022

Budget hearing August 15, 2022 at 11:00 AM at the Courthouse Annex 231 Street, Suite 1A

2022-232. Mr. Radtke moved to enter into executive session at 7:36 PM pursuant to Ohio Revised Code 121.22 (G)(1) to consider the employment, dismissal, and compensation of public employees. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Patricia Jarrett, Fiscal Officer was invited into executive session. The Board reentered public session at 7:59 PM.

2022-233. Mr. Radtke moved to approve Mark Purchase, Township Administrator to assume the duties of Zoning Inspector effective June 3, 2022 at an annual salary of \$70,000 per year with 3 weeks of “use it” or “lose it” vacation and a transfer of sick leave from the police department. Mr. Richter seconded. Vote unanimous; motion passed.

2022-234. Mr. Radtke moved to amend motion 2022-230 to reference Exhibit A and C. Mr. Richter seconded. Vote unanimous; motion passed.

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 8:01 P.M.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

June 16, 2022 Motion 2022-241
Approval Date

Ken Radtke, Jr., Chairman

Joseph C. Mazzurco, Vice-Chairman

Craig S. Richter, Trustee