

The Chester Township Board of Trustees met in regular session **Thursday, December 1, 2022** in the Town Hall Meeting Room at 6:30 PM. Chairman Ken Radtke presided.

**Roll Call:** All Trustees and the Fiscal Officer were present.  
Also in attendance was Administrator Purchase.

**Pledge of Allegiance to the Flag**

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

**Approval of Minutes**

**2022-480.** Mr. Radtke moved to approve the minutes of the Board of Trustees meeting(s) dated 11/17/22 and 11/23/22 as presented to the Board by the Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**Public Comments/Questions**

There were no comments or questions from the public.

**Township Administrator**

Township Administrator shared that all the paperwork has been prepared and processed regarding the four (4) parcels the township owns on State Route 306 for property consolidation. The next step is to get to the title agency and begin to prepare the deeds for the consolidation. Mr. Purchase is meeting with Vic Cizek (Commercial Real Estate Broker) next week and would like to invite him to the next board meeting to do a presentation about the potential sale.

**RESOLUTION 2022-481.** Mr. Radtke moved to authorize the Township Administrator to continue the process of consolidating the Township's four (4) parcels of property, located on Chillicothe Road in Chester Township, and contained within the proposed lot consolidation application No. C22-079. This motion further authorizes the Chair of the Board of Trustees to sign any required Title / Deed paperwork, on behalf of the Township and Board of Trustees. Mr. Mazzurco seconded.

**Roll Call Vote:** Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Trustee Richter shared we may want to begin working on the 88 acres beginning with getting it surveyed.

Jeremy Iosue, a labor employment attorney with Stefanik Iosue and Associates shared his background and experience and noted he has close to twenty (20) years of experience in the field including prior HR experience and knowledge. He also noted having township experience. He shared details regarding his office and the staff. His firm bills by the hour and rates vary, but normally in the range of \$155 - \$175. If needed they do consult with a HR firm. Mr. Radtke shared the township will probably get back to Mr. Iosue after the first of the year to share what direction the township is going in.

Mr. Purchase noted he is exploring options of combining all three (3) fax lines (police, fire, and town hall) to voice over the internet. The lines would cost \$39/month. The Police Department currently pays about \$200/month. This would be a savings of approximately \$1,800/year. The Police Department uses their fax often since for security reasons they cannot send or receive certain things electronic.

Mr. Purchase shared we did receive the report for the reserve study and it has been forwarded to the Board of Trustees. Mr. Purchase is working on the invoicing.

The Road Superintendent, John Onyshko, noted that the current waiver residents are signing regarding their aprons during a resurfacing job needs to be amended. Mr. Onyshko feels the form is not clear as to what exactly is getting paid for, who is paying for what and what the residents can receive financially. The discussion continued including reviewing the information submitted to Mr. Onyshko by Rachel from the county. Mary Lou will be looking for the checks issued to the residents on Laser regarding the previous payments.

**Department Business – Road**

**2022-482.** Mr. Radtke moved to approve the sale of a 2009 International Maxforce Hood, sold AS IS listed at \$2200.00 on Heavytruckparts.net, as arranged by the Road Superintendent. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2022-483.** Mr. Radtke moved to approve after the fact the resignation of seasonal employee Gary Huston effective November 14, 2022. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2022-484.** Mr. Radtke moved to approve after the fact the resignation of seasonal employee Robert Jefferson effective November 14, 2022. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2022-485.** Mr. Radtke moved to approve after the fact promoting part time seasonal worker Husam Alabasi to full time Road Worker at a rate of \$20.18 starting date of 11/28/2022. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2022-486.** Mr. Radtke moved to approve Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
235-2022	Reg	7,500	O'Reilly Equip LLC	Salt Spreader

**Department Business – Fire**

Mr. Purchase and Mr. Radtke met with Chief Shaw and went through the Fire Department budget. Some updates were made. Next Friday everyone will be meeting to review and discuss.

**Department Business – Police**

Mr. Richter shared Chief Young suggested maybe solicit another volunteer for the Police Department regarding the VPODF.

**Department Business – Zoning**

- Mr. Purchase shared there is no construction going on the property to the east of Bloom Brothers.

- Several meetings coming up tomorrow with Mr. Purchase and updates will follow.
- The topic regarding water issues was discussed. Mr. Purchase shared that all appears to be working correctly and traditionally there is a problem at Valley View and Mayfield. The problem is simple since leaves are filling the ditches and backing up in the ditches. Some leaves are intentionally blown into the ditch by residents and some just fall there. It was suggested maybe we get the addresses of people blowing the leaves intentionally into the ditch and send a letter noting this action can result in road damage.

Mr. Richter shared there is a public hearing on December 15, 2022 regarding the two zoning amendments. A special meeting is scheduled for Friday, 12/9/22 for budget at 7:00AM. Ms. Lanese asked what the two amendments were for and they were both explained.

**New Business**

**2022-487.** Mr. Radtke moved to approve payment of the first invoice relating to the 2022 road project listed below, as recommended by the Geauga County Engineer. Mr. Mazzurco seconded.

**Roll Call Vote:** Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Project	Amount	Payable to	Payable from
CU-CHE-V-2022	\$401,194.43	Mr. Excavator	PO 183-2022

**RESOLUTION 2022-488.** Mr. Radtke moved to approve the Amended RESOLUTION 2022-458 amending the 2023 temporary appropriations as listed in the table below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**Roll Call Vote:** Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

FUND	TEMP. APPROPRIATIONS
GENERAL	\$ 1,369,379.86
MOTOR VEHICLE LICENSE	\$ 53,716.00
GASOLINE TAX	\$ 293,760.71
ROAD & BRIDGE	\$ 2,492,751.22
CEMETERY	\$ 37,349.96
FIRE LEVY	\$ 2,846,050.12
POLICE LEVY	\$ 2,349,121.69
PERMISSIVE ML TAX	\$ 39,522.77
AMBULANCE & EMS	\$ 444,181.90
EDUCATION & ENFORCEMENT	\$ 4,909.97
UNDERGROUND STORAGE TANK	\$ 11,000.00
MISC. GRANTS - NOPEC/SWIF	
ARPA	\$ 624,749.34
OTHER FEDERAL RECEIPTS - FEMA	\$ 96,736.33
PERMANENT IMPROVEMENT	\$ 5,032.00
OTHER - OTHER INTERGOVERNMENTAL	
(ONE OHIO OPIOID)	\$ 0
SPECIAL ASSMT. DEBT ROAD	\$ 46,932.42
<b>TOTAL</b>	<b>\$ 10,715,194.29</b>

**2022-489.** Mr. Radtke moved to approve \$629,555.00 payable to Chagrin Valley Paving Inc. for payment of the first invoice relating to the Reconstruction of Various Roads (RC-CHE-V-2022) as recommended by the Geauga County Engineer. Mr. Mazzurco seconded.

**Roll Call Vote:** Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2022-490.** Mr. Radtke moved to approve and sign a cemetery deed for the sale of the following plots. Mr. Mazzurco seconded. Vote unanimous; motion passed.

	SECTION	PLOT	SITE(S)
22-020	C	448	2

**2022-491.** Mr. Radtke moved to approve the use of Town Hall on Sunday, 12/11/22 from 12:00PM - 5:00PM for the USMRC National Chapter Annual Christmas event. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**Township Park**

**Financial Items**

**2022-492.** Mr. Radtke moved to approve the financial transactions below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
Gen	6,000	1000-110-311-0000	5,000-1000-110-119-0000 1,000-1000-610-190-0000	Payroll Y/E

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Purpose
GEN RD PD FD	234-2022	Reg	58,710.00	BWC	Payment 12/2022

CHECKS		
Date	Starting No.	Ending No.
12/6/2022	85969	85978
12/1/22	85979	86004
n/a (VOIDED)	86005	86012
12/1/22	86013	86032
12/1/22	86033	86035
Fiscal Officer's note: the last check number used on <b>11/17/22</b> was <b>85968</b>		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
12/6/22	1764-2022	1792-2022	Retro pay / Regular pay

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
1860-2022	First National Bank EFTPS	19,463.72	12/6/22	Employee & employer withholding – Federal
1763-2022	FNB Commercial Credit Card	1,579.51	11/25/22	Visa Bill
1795-2022	BWC	58,710.00	12/15/22	BWC– 12/2022
1794-2022	First National Bank EFTPS	3,805.38	12/6/22	Employee & employer withholding – Federal

**2022-493.** Mr. Radtke moved to approve after the fact signing the Subrecipient Agreement between Chester Township and Geauga County Commissioners and letter of authorization to the county for access to the property known as the Henry House. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Mr. Radtke has not heard from Jerry Morgan so the above may have to be modified again. The process regarding the Henry House is very long and paperwork has been sitting on desks and not getting processed in a timely fashion. This is very frustrating to the township. Hoping the township does not need to start all over.

**Open/Ongoing Items**

Henry House – discussed previously  
NOPEC – How and when residents will be notified (still pending)

**Upcoming Items/Deadlines**

Government Updates – 12/1/22 JM; 12/9/22 JM; 12/15/22 KR; 12/29/22 CR  
Special Meeting – 12/9/22 7:00 AM – 2023 Budget

**Discussions**

Driveway aprons – discussed previously

Juneteenth – Federal Holiday – need to research if Motion Index reflects one year only

Agricultural signage – We still have not heard back from legal. Mr. Radtke shared that with the opinions reviewed it does not look like we really have a position. He stated we may need to reach out to our State Senator and State Representative and encourage legislative change so that signage on agricultural properties are consistent with our commercial properties.

OTARMA ballot for 2023 will be addressed at next board meeting.

A resident shared that a gentleman around 96 or 97 years old on South Woodside had water issues in his yard. The drive-pipe was not draining properly. Mr. Onyshko was contacted and acted quickly.

**Executive session**

**2022-494.** Mr. Radtke moved to enter into executive session at 7:27 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the employment and compensation of a public employee (part-time zoning inspector interviews). Mr. Mazzurco seconded.

**Roll Call Vote:** Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Invited into the executive session was Fiscal Officer Jarrett and Administrator Purchase at 7:27 PM. The board reentered public session at 7:57 PM.

**ADJOURNMENT:**

There being no further business before the Board, Mr. Radtke adjourned the meeting at 7:57 P.M.

Respectfully submitted,

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Patricia Jarrett, Fiscal Officer

December 29, 2022 - Motion # 2022-525  
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