

The Chester Township Board of Trustees met in regular session **Thursday, April 6, 2023** in the Town Hall Meeting Room at 6:30 P.M. Chairman Craig Richter presided. Township Administrator was appointed Clerk pro tem.

Roll Call: Present: Trustee Richter, Trustee Mazzurco and Trustee Radtke with Township Administrator Purchase
Absent: Fiscal Officer Jarrett

Pledge of Allegiance

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

Leading Motion #: 2023-121

Announcement: Our new website is currently up and running

Approval of Minutes

2023-121. Mr. Richter moved to approve the minutes of the Board of Trustees meeting dated March 23, 2023 as presented to the Board by the Fiscal Officer.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Public Comments/Questions

Public shared concerns and issues regarding the event that took place at a local church on April 1, 2023 and questioned why tax payers footing bill. The township cannot pass legislation. They cannot pass ordinances or pass laws. Laws that are enforced are subject to the Ohio Revised Code – state law. This will be discussed in greater detail when the Police Chief is available. An opinion was shared commending the student that reported what he did at the West Geauga High School on April 3, 2023 (finding a bullet and reporting it to the School Resource Officer).

Township Administrator

- Proposed Media Relations Policy – will be discussed at the next meeting.

Department Business – Road

Road Superintendent John Onyshko marked trees on Brook Lane that need attention prior to road work and the quote just arrived regarding cost. This matter will be tabled to next meeting to allow Trustees an opportunity to review the quotes.

2023-122. Mr. Richter moved to approve and sign Resolution Authorizing Participation in the ODOT 2023-2024 Winter Salt Contract (#018-23, 3000 tons +/- 10%).
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2023-123. Mr. Richter moved to approve Road Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
130-2023	Reg	2,350.00	Marino Surveying LLC	Survey for prop markers @ Mulberry Storage Yard

133-2023	Reg	4,999.49	Best Truck Equipment Inc	Install lift gate truck #13, brake controller truck #10
134-2023	Reg	1,409.58	Ohio Power Tool Inc	Diamond Blades/Quotes Est 15889 & Est 15890
135-2023	Reg	7,500.00	Cerni Motors Sales Inc	Various Parts
136-2023	T/N	1,440.00	A&A Safety Inc	Sign Tripod Stands
137-2023	Reg	201,600.00	Kalida Truck Equipment Inc	Snow & Ice Pkg for 2023 Intl Chasis
138-2023	Reg	15,500.00	Kalida Truck Equipment Inc	Bonnell Snow Plow
139-2023	Reg	26,000.00	All American Roofing Solutions	New Roof – Mechanic’s Bay Area
140-2023	Reg	11,045.00	Groeneveld Lubrication Solutions Inc	Automatic Grease Systems for 92) 2023 Intl Plow Trucks

Mr. Richter questioned if the survey for the Mulberry Storage Yard should be paid through the General Fund or the Road Department. The question is who owns the property. Mr. Radtke stated it is a township owned property and operationally used by the Road Department.

Department Business – Fire

2023-124. Mr. Richter moved to accept the resignation of part-time FF/EMT Eric Harb effective March 24, 2023 due to time constraints.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2023-125. Mr. Richter moved to accept the resignation of part-time PM/FF Sean O'Neill effective March 31, 2023 due to time constraints.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2023-126. Mr. Richter moved to approve Fire Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
132-2023	Reg	1,500.00	Security & Polygraph Consult Inc	Polygraph tests for full time applicants

Department Business – Police

2023-127. Mr. Richter moved to approve and authorize the resignation of Officer Benjamin Milroy from the Chester Township Police Department. Officer Milroy’s last day of employment is April 2nd, 2023.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Department Business – Zoning

A brief discussion regarding a few issues with the Zoning Commission took place. Andy Chess will be present at the next Board of Trustees meeting scheduled for April 20, 2023 for additional communication. Mr. Radtke did have some questions about deed restrictions. Edward Shannon from the public shared his concern with what zoning is and homes that are not well maintained within the Township. It was clarified by Mr. Richter that any resident has the option to come before the BZA to request a variance on their property.

New Business

- Non-Profit & Community Organization on Website – Mr. Purchase noted that by clicking on the organization listed on the web it will take you directly to their website. Mr. Richter suggested placing non-profit fundraisers on the site as well.

- Renewal of Health Insurance -Inflation rate was 8.7% last year. The Township was offered a 9.5% increase for two years. A good rate to lock in to for two (2) years.
- Geauga County Township Association membership was discussed.

2023-128. Mr. Richter to approve accepting Medical Mutual renewal offer of a 9.5% increase with a rate that will be locked in until July 1, 2025.

Mr. Mazzurco seconded.

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

2023-129. Mr. Richter moved to approve \$280.00 payable to the Geauga County Township Association for the 2023-2024 membership dues.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2023-130. Mr. Richter moved to approve the increase in revenue fund 2904-599-2901 One Ohio Opioid for \$505.47.

Mr. Mazzurco seconded.

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

2023-131. Mr. Richter moved to not request a hearing with the Ohio Division of Liquor Control for a transfer of liquor license from Hawthorne Partners LLC, dba Colonial Wine & Beverage, 8389 Mayfield Rd., Unit B3 + B4 to Tasty Times LLC, dba Vino Type, at the same address.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2023-132. Mr. Richter moved to approve *after the fact* the use of the Chester Township properties as listed below:

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
Frank Petronzio	04-01-2023	Gazebo	10:00am – 5:00pm	

2023-133. Mr. Richter moved to approve the use of the Chester Township properties as listed below: Mr. Mazzurco seconded. Vote unanimous; motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
US Militia Riding Club	5-14-2023	Meeting Room	10:00AM – 3:00PM	Meeting
Red Wine & Blue Ohio	4-16-2023	Parking Lot	12:00 PM – 4:00 PM	Petition signing drive through

Regarding the US Militia Riding Club – it is a Veteran’s organization. They have utilized the meeting room in the past. The Red Wine and Blue Ohio will be utilizing the parking lot to obtain signatures to support constitution rights regarding abortion rights. This is pro-choice. They held several events throughout the county already for signing purposes.

Township Park

Administrator Purchase updated the Board that the girls Varsity team will be using Parkside Park as their home field. Bathrooms are open and water is on. The fence is down because some of the posts have rotted. They plan to be replaced. It was confirmed the cleaning of the park this year will be \$10.00 more per occurrence.

Financial Items

2023-134. Mr. Richter moved to approve the financial transactions below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Purpose
Gen	129-2023	Reg	12,000	Podojil	Demolition – Henry House
EMS	131-2023	Reg	443.50	State of OH Board of Pharmacy	Drug License Renewal Fee
Gen	141-2023	Reg	6,995.00	Shawn C Day	2023 Parkside Park General Clean-Up

CHECKS		
Date	Starting No.	Ending No.
4/6/2023	86502	86504
4/11/23	86505	86514
4/6/2023	86515	86535
4/6/23	86536	86564
Fiscal Officer's note: the last check number used on 3/23/23 was 86501		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
4/11/23	554-2023	621-2023	Reg payroll

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
623-2023	First National Bank EFTPS	19,793.60	4/11/23	Employee & Employer Withholding – Federal
553-2023	Regional Income Tax (RITA)	5,637.03	4/6/2023	Employee and Employer Withholding – RITA Tax

Fiscal Officer's Report

Chester Township Bank Reconciliation			
Reconciled date		3/31/2023	
Prior UAN Balance			6,661,412.71
Actual Receipts	+	1,464,723.77	
Transfers for UAN Only	+	0.00	
Total Receipts	=		1,464,723.77
Payments	-	1,170,945.85	
Transfers for UAN Only	-	0.00	
Total Payments	=		1,170,945.85
Adjustments	+		694.95
Adjustments	-		0.00
Current UAN balance as of	3/31/2023		\$6,955,885.58
Other adjusting factors	+		-
Other adjusting factors	-		-

Adjusted UAN balance as of	3/31/2023		\$6,955,885.58
Entered bank balances as of	3/31/2023		\$6,964,456.60
Deposits in transit	+		0.00
Outstanding payments	-		8,571.02
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	3/31/2023		6,955,885.58
	Check		0.00

Chester Township Bank Balances			
As of	3/31/2023		
Business Banking			\$400,000.00
FNB Sweep Account			504,231.91
Star Ohio			6,060,224.69
Total			\$6,964,456.60
	Check		0.00

Open/Ongoing Items

Henry House – Looking to obtain a contract between the Township & Podijil Excavating. A draft has been created. Information was sent to legal regarding a couple questions. Will revisit in two (2) weeks.

Reserve Study – ongoing

Recycle Park Gates – Gates are installed. Need a procedure to determine times to open and time to lock. Will share lock combo with collection company. Considering a time frame of 7:00 A.M. - dusk. Mr. Purchase shared he is willing to open the gates prior to coming to work Monday – Friday. Should have police involved for evenings and week-ends concerning opening and closing the gates.

Pickleball Update – The committee has been working very hard to put together a bid spec. It was just sent to the Board for review. Hoping to have an early BOT meeting next week for discussion. Mr. Radtke shared that Rich Piraino secured a \$7,500 grant from the National Association of Realtors to go towards the pickleball project. To date, approximately \$58,000 raised through fundraising.

Property Consolidation – Mr. Purchase will reach out to Shelia Salem regarding deed restrictions.

Upcoming Items/Deadlines

Memorial Day 5/29/23 – General discussion about preparations. The names of veterans will be on the website and will be constantly updated. 2024 Budget due Auditor – Thursday, 7/20/23

Discussions

Public Records Training is not being brought into the Township.
Ethics training is May 17, 2023 at the Geauga West Library. On the 16th of May is a Sunshine Public Law Records training which will be held in Kirtland. Several people took it last year. BOT members have an obligation to complete it once during their term.

New Website www.chestertwp.com

- Up and running
- Website reflects cemetery, names, etc.

True North Store - The EPA wants to complete an assessment and would like to install ground water monitoring wells at Parkside Park. Mr. Radtke is meeting with a representative soon to discuss. The Board is in agreement to not permit drilling.

Gotta Go Green – Standard close out stuff; working on fence.

Government Update – 4/6/23-JM, 4/20/23-KR, 5/4/23-CR

Mr. Richter thanked the local Police Department, Chief of Police, and all the Police that were involved with the April 1, 2023 event. A member of the audience said to thank everyone involved including the Road Department and Fire Department.

The young man that prevented a possible incident at the high school was praised for his courage.

2023-135. Mr. Richter moved to enter into an executive session at 7:58 P.M. pursuant to Ohio Revised Code 121.22 (G)(1) to consider compensation of public employees.

Mr. Mazzurco seconded.

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

Invited into the session is Township Administrator Mark Purchase. The Board reentered public session at 8:26 P.M.

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 8:27 P.M.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

4-20-2023 motion # 2023-141

Approval Date

Craig Richter, Chairman

Joseph C. Mazzurco, Vice-Chairman

Ken Radtke, Jr., Trustee

