

The Chester Township Board of Trustees met in regular session **Thursday, March 23, 2023** in the Town Hall Meeting Room at 5:00 P.M. Chairman Craig Richter presided.

**Roll Call:** All Trustees, Fiscal Officer and Township Administrator were present.

**Pledge of Allegiance to the Flag**

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

Leading Motion #: **2023-99**

Fire Chief Shaw began speaking about the appropriations and stated that he focused on staffing. He indicated that the department relies on part-time personnel. This year the goal is to have three (3) full-time personnel with two (2) part-time employees per shift. The point is to make five (5) on staff more often. The discussion continued with other general expenses. The Fire Department renovation is still not complete and waiting on lockers and getting the outside painted. FEMA is closed with a zero balance. Carry-over is lower based on two (2) open P.O.'s. Chief Shaw reminded everyone that the building has some exterior issues that need to be addressed.

Dal Lanese asked how many full-time firefighters the Fire Department employs. Chief Shaw responded that we have five (5) now and are interviewing for another full-time. Mrs. Lanese asked about a fire levy in the fall and how much it is. The renewal levy is scheduled for this fall and is 1.8 mill.

Pickleball was discussed along with and the need to bid out work to complete the project. They are still hopeful that an additional grant comes through. Conversation continued with possibly the township doing prep work.

A discussion continued regarding the 2023 permanent appropriations.

A concern of safety regarding the bleachers at Parkside Park was discussed. Mr. Purchase shared the Park Board is assisting and hoping to obtain a grant for two (2) new bleachers.

**RESOLUTION 2023-99.** Mr. Richter moved to amend and approve the 2023 permanent Appropriations in the amount of \$10,001,325.40 as amended and submitted by the Fiscal Officer.

Mr. Mazzurco seconded.

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

Police Chief Craig Young shared general information on two newly hired part-time Police Officers. First is Rob Davis who started with Chester Police in 2017 and departed in 2021. He is glad to be back and brings a wealth of experience in a variety of areas including experience with search and rescue dogs. Next was Thomas Sindelar who comes to the department with over 20 years of law enforcement experience. Mr. Sindelar is currently as a Sergeant with University Circle Police Department. He has leadership skills and the ability to mentor other officers.

**2023-100.** Per the terms of the conditional offer of employment, Mr. Richter moved to approve the recommendation of the Chief of Police and authorize the hiring of Robert Davis, to the position of part-time Police Officer, effective Sunday / March 26, 2023 at the pay rate of \$24.00 per hour.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2023-101.** Per the terms of the conditional offer of employment, Mr. Richter moved to approve the recommendation of the Chief of Police and authorize the hiring of Thomas Sindelar, to the position of part-time Police Officer, effective Sunday / March 26, 2023 at the pay rate of \$26.00 per hour. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Swearing in of part-time Policemen Robert Davis & Thomas Sindelar took place.

Fire Chief William Shaw spoke briefly prior to the swearing in of two part-time Firefighters. First is Mitchell King. He is a Veteran Marine. Mitchell is looking to expand his career and is interested in both firefighter and EMS. He will be attending paramedic school in the fall. The other firefighter is Anthony (AJ) Mariola. He comes to the department with a family of public service on the law enforcement side and is currently employed with Russell Township. AJ will also be looking to go to paramedic school in the fall.

Swearing in of part-time Firemen Mitchell King & Anthony Mariola took place.

Mr. Richter asked Chief Shaw what his thoughts were on Hancock Park with regards to filling in the pond and creating a stream. He also asked about underground tanks. Chief Shaw replied they did look at underground tanks and the community does have underground tanks at some of the commercial establishments. ISO (Insurance Service Office) noted they were not aware of any place in northeast OH that uses underground tanks for fire-fighting suppression water. We would be the first if we decided to go that route. This would be a costly project. There are other options that will need to be explored. Chief Shaw noted the loss of Hancock Park is not going to be detrimental.

Mr. Richter confirmed that the Fire Department is sending four (4) employees to Leadership Training. Chief Shaw shared it is a three (3) day course and they must write a paper that applies to an issue on the Fire Department. This is a general leadership class that teaches how to lead an organization.

**Department Business – Road**

**2023-102.** Mr. Richter moved to approve a change order request from Mr. Excavator, Inc. and payment of the second and final invoice in the amount of \$92,803.49 for the Drainage Improvements of Various Roads as listed below, as recommended by the Geauga County Engineer. Mr. Mazzurco seconded.

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

CONTRACT	ORIGINAL CONTRACT	TOTAL ADDS	TOTAL DEDUCTS	REVISED CONTRACT
CU-CHE-V-2022	\$467,162.26	\$61,499.36	\$34,663.70	\$493,997.92

A brief discussion took place concerning the issues of tree trimming prior to the beginning of the road project.

Conversation continued regarding the wear and tear on our roads with garbage trucks.

**2023-103.** Mr. Richter moved to approve and sign the Plans and Specifications and Resolution to Order for the Asphalt Resurfacing of Various Roads as listed below, as recommended by the Geauga County Engineer. Mr. Mazzurco seconded.

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

Brook Lane	Walnut Ridge Road	West Walnut Ridge Road
Evergreen Drive		

**2023-104.** Mr. Richter moved to approve and sign the Plans and Specifications and Resolution to Order for the Chip Seal of Various Roads as listed below, as recommended by the Geauga County Engineer. Mr. Mazzurco seconded.

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

Sperry Road – Section J	Heath Road – Sections E, F	Hillcrest Lane
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A member of the audience voiced concern as to the cost and effectiveness of the Chip Seal versus paving Sperry Road. Rachel from the Geauga County Engineer’s Office shared an estimate is \$300,000 a mile for asphalt, but noted it varies. To Chip Seal is approximately \$50,000 per mile according to Mr. Radtke. It is done every 7-8 years.

An audience member questioned using salt on Sperry Road. Mr. Onyshko shared that some salt is used and cinders do not work as well. Mr. Onyshko noted that Sperry Road between Mulberry and Wilson Mills does have road issues that other roads in the township do not have.

The roof of the Road Department has been patched and re-patched. A suggestion was made to put a new roof on or potentially take down the building and put a new building. The building is in bad shape. They are looking into prices for a new metal building.

Also discussed was the option to buy versus rent certain equipment.

NOPEC Reps - Jeffrey Heinrich & Jessica Renner

Mr. Heinrich shared there will be informational virtual meetings on 4/18/23 between 10:00 AM – 11:00 AM, 4/22/23 2:00 PM – 3:00 PM and on 4/27/23 7:00 PM – 8:00 PM. They intend on having a short presentation and then a question and answer portion. The in-person meeting is scheduled for 4/25/23 from 4:00 PM – 5:00 PM in Bainbridge Twp. Standard letters will go out to residents, including e-mail notices to share information. Jessica Renner then spoke and shared that Chester Township still has funds in the account. She remarked that a new roof or a new build (with approval) that is related to energy efficiency like bay doors, insulation, etc. is an acceptable use of funds. She noted she is open to discuss balances, new grants, windows, etc.

**Approval of Minutes**

**2023-105.** Mr. Richter moved to approve the minutes of the Board of Trustees meeting dated March 9, 2023 as presented to the Board by the Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Mr. Richter shared that meeting minutes have been shared with the Police Department and the Fire Department and will be available for viewing on their Facebook page. Meeting minutes were sent to the library in the past, but not currently. We do not plan on forwarding minutes to them in the future.

**Public Comments/Questions**

Dal Lanese suggested waiting until all the money is gathered before building the pickleball courts. Approximately \$50,000 has been raised. Estimated cost for the project is \$125,000. The Board has not agreed or committed to anything yet.

An audience member shared that the Township website shows the last meeting minutes posted goes back to December of 2022. Geauga County shut down the website and they are no longer supporting. To get the meeting minutes out to the public you either need to make a public records request or look at the Facebook Page of either the Police or Fire Departments. New website is scheduled to go on-line 4/3/23.

### **Township Administrator**

**2023-106.** Mr. Richter moved to approve and accept the quote from Podojil Excavating Co., PO Box 95 Chesterland, Ohio 44026, in the amount of \$12,000.00 for the demolition and haul off the debris from the Henry House / 8580 Mayfield Road. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Mr. Purchase shared that Podojil's quote is \$4,000 - \$5,000 less than all the others and his quote included clean fill dirt being brought in as well as hauling debris away.

Mr. Richter was not sure the Township should turn residential property into industrial property. There are three (3) parcels of property included in this situation. Mr. Purchase indicated that Mr. Cizak noted the property value as residential would be around \$300,000 and if it went to industrial it could go as high as \$500,000.

Mr. Richter shared he wants the Zoning Commission to tackle the zoning resolution to define Parks, both Passive and Active. This can be discussed more at the next meeting.

**2023-107.** Mr. Richter moved to approve the sale of a 2012 Encore Prowler lawn mower serial # 43932 offered for public sale on Govdeals.com. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2023-108.** Mr. Richter moved to approve after the fact \$3,669.75 payable to McLean Company for the purchase of dealer parts for the Cimline crack seal machine from 2031-760-740-0000 Machinery, Equipment & Furniture. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2023-109.** Mr. Richter moved to approve a PO for A&A Safety for the daily rental of traffic lights for Heath Road and labor \$6050.00 using account number 2011-330-360-0000 Motor Vehicles contracted Services. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2023-110.** Mr. Richter moved to approve Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
120-2023	T/N	\$3,669.75	Mclean Company	Dealer parts for cimline crack seal machine

**2023-111.** Mr. Richter moved to award the bids for the furnishing and delivery of various road materials to the lowest or best bidders as recommended by the Road Superintendent and documented

in the table below, and sign and enter into contract with Arms Trucking Company and Allied Corporation. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2023 Material Bid Tab.			concrete		LIMESTONE						CLAY	ICE CONTROL		ASPHALT			RIP-RAP MATL		
BID #	Company Name	Bond or Check	LSM	MS	4	8	9	57	617	304	9 Gravel	Ice Grit	301	448-1Sur	448-2 Inter	Type B	Type C	Type D	
1	Arms Trucking	Bond			\$29.95	\$30.45	\$25.80	\$30.05	\$24.90	\$24.15	\$18.95	\$21.75	\$16.50				\$60.00	\$52.00	\$50.75
2	Shelly Materials				\$33.10	\$36.00	\$28.10	\$33.10	\$28.35	\$25.85	\$147.53	n/a	n/a				\$59.95	\$58.45	\$57.70
3	Allied	Bond												\$76.00	\$78.00	\$87.25			
4	Cuyahoga Asphalt Materials	Bond												\$78.00	\$80.00	\$90.00			
5	Kokosing Materials													\$78.00	\$80.00	\$90.00			

**Department Business – Police**

**2023-112.** Mr. Richter moved to approve Police Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
122-2023	Reg	\$3,500.00	Nick Mayer Ford Lincoln	Repairs & Maint/Motor Vehicle
125-2023	Reg	\$1,200.00	Time Clock Plus	Scheduling Software

**Department Business – Zoning**

Mr. Purchase shared that Richard of our Zoning Department will be going out Monday to start inspections regarding permits that were issued from 2021 and forward to confirm compliance. He is hopeful that the majority of the residents remain in compliance, but will determine if any need to go to the BZA.

Next, a deliberation regarding if the new jewelry store was open or not as well as conversation stating that the car wash has sold.

**New Business**

West Geauga Unity Day (formerly Chester Fest) is set for August 27, 2023. WG Chamber of Commerce is active in putting this together. Chief Young has been working with them regarding this day. A luncheon on 4/5/23 at Oak n Embers is scheduled. A ribbon cutting ceremony is scheduled for 4/5/23 at 5:00 PM.

**2023-113.** Mr. Richter moved to approve and sign the NOPEC Energized Community Grant Agreement and the Resolution as amended authorizing all actions necessary to accept the 2023 Northeast Ohio Public Energy Council (NOPEC) energized community grants as provided for in the NECG Grant Program guidelines. Mr. Mazzurco seconded.

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

**2023-114.** 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
W. Geauga Girls Soccer Boosters	6/10/2023	Town Hall Parking Lot	10:00 am – 2:00 pm	Car wash
Autumn Ciraky	6/3/2023	Pavilion West	12:00 pm – 4:00 pm	B-day party
Chester Twp Park Board	4/1/2023	Pavilions East & West	3:00 pm – 7:00 pm	Meeting planning

**2023-115.** Mr. Richter moved to approve and authorize the use of \$65,340 of available American Rescue Plan Funds, from the Township’s appropriated account# 2273-330-360-2073 for Traffic Safety & Regulating Equipment. Mr. Mazzurco seconded.

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

**2023-116.** Mr. Richter moved to approve the creation of a Purchase Order in the amount of \$65,340 made payable to A & A Safety, 16000 Miles Road, Cleveland, Ohio 44128 for the purchase of road work safety signage, barricades and two trailer mounted solar powered portable traffic safety signals. Mr. Mazzurco seconded.

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

**2023-117.** Mr. Richter moved to amend Resolution 2022-488 to read: Move to approve the amended Resolution 2022-458-A amending the 2023 temporary appropriations. (note: the -A suffix was omitted from the original Resolution). Mr. Mazzurco seconded. Vote unanimous; motion passed.

**RESOLUTION 2023-118.** Mr. Richter moved to approve to transfer \$30,000.00 from 1000-910-910-0000 to revenue account 2041-931-0000, Cemetery/Transfers In and \$20,600.00 from 1000-910-910-0000 to revenue account 2081-931-0000 Police/Transfers in. Mr. Mazzurco seconded.

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

**Township Park**

Blue Skies is no longer doing park cleaning. The former owner started his own cleaning service business. He would clean the park as Blue Skies did in the past, but noted charges \$10.00 more per occurrence. This includes cleaning the bathrooms and emptying garbage three (3) times a week. The proposal was received with a certificate of insurance. There would be a spring clean-up fee of \$275.00. Mr. Mazzurco suggests going with him.

**2023-119.** Mr. Mazzurco moved to approve Shawn C. Day to do the maintenance of the garbage cans, picnic tables, bathrooms and general cleanup of the park equipment with a total of \$6,995.00 and each visit will be \$60.00 with a \$275.00 for a spring clean-up. Mr. Richter seconded. Vote unanimous; motion passed.

**Financial Items**

**2023-120.** Mr. Richter moved to approve the financial transactions below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
Rd	\$4,000.00	2031-330-319-0000	2031-760-740-0000	Mclean Crack Seal
Contracted Serv	\$400.00	2011-330-360-0000	2011-760-740-0000	Ohio Power Tool

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Purpose
Gen	118-2023	Reg	\$8,900.00	Thomas Fence Co Inc.	Supply/install 2 gates – recycle park
Mach/Equip/ Furn	119-2023	Reg	\$12,598.44	Ohio Power Tool Inc	Gas walk behind saw
GEN-FD	121-2023	Reg	\$30,727.51	Innovative Companies LTD	Landscape-Parkside, TH, FD
Con Serv	123-2023	Reg	\$6,050.00	A&A Safety Inc	Rental Traffic Lights – Heath Rd
Am Rescue	126-2023	Reg	\$65,340.00	A&A Safety Inc	Safety Signs/Barric/Port Traffic Safety Signals
Cem	127-2023	Reg	\$359.00	Marshall Power Equip	Balance of invoice 259025

RD	128-2023	Reg	\$26,835.66	Mr. Excavator Inc	CU-CHE-V-2022 2 <sup>nd</sup> & final pmt
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CHECKS		
Date	Starting No.	Ending No.
3/28/2023	86450	86501
Fiscal Officer's note: the last check number used on 3/9/23 was 86449		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
3/28/2023	475-2023	546-2023	Reg payroll

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
548-2023	First National Bank EFTPS	\$21,457.15	3/28/2023	Employee & employer withholding – Federal
549-2023	Ohio Department of Taxation	\$79.97	4/14/2023	Employee & employer withholding – Local School Dist (James a Garfield)
550-2023	Treasurer, State of Ohio	\$7,984.89	4/14/2023	Employee & employer withholding – State
551-2023	Public Employees Retirement System	\$55,334.09	4/20/2023	Employee & employer withholding – Retirement
552-2023	Ohio Police & Fire Pension Fund	\$15,504.27	4/19/2023	Employee & employer withholding – Retirement
474-2023	FNB Commercial Credit Card	\$1,333.04	3/14/2023	Visa – February 2023

### **Fiscal Officer's Report**

Donations Received		
Received from	Amount	Description
Barry Leven	\$10,000.00	Pickleball (50/50 raffle)
Howard Hanna	\$250.00	Pickleball
Kiwanis Club of WG Inc	500.00	Pickleball

### **Open/Ongoing Items**

Reserve Study – The Budget Meeting at the County that Russell Twp. presented noted they have over \$200,000 in each reserve fund.

Web-Site – Kathleen and Kelly will be going to Company 119 on Wednesday for website training.

### **Upcoming Items/Deadlines**

Memorial Day Monday 5/29/23 – Will begin talks next week. Looking for speaker. Will begin looking into Father Christopher Cox from St. Anselm and Rosemary regarding the singing portion at the request of a resident. Will have a spread sheet at next meeting.

2024 Temporary Budget due Auditor – Thursday, 7/20/23

2024 Budget Hearing – County Offices – Monday, 8/21/23 9:00 AM – 3:00 PM

### **Discussions**

Geauga Public Health/Lake County General Health District

\* (cross jurisdictional cooperative agreement)

A discussion regarding Geauga Public Health / Lake County General Health District merger continued.

Dr. Mark Hendrickson, from Auburn Township, was elected to the Board.

Gotta Go Green (Geauga-Trumbull Solid Waste Management District) – Information should be placed on the new web-site.

Community Clean Up Electronics Collection – a brief discussion clarifying this is using the Go Green Grant.

Government Update – 3/23 CR; 4/6 JM; 4/20 KR

Mr. Purchase shared gates have been ordered for the Recycle Park and once they arrive and get installed we will educate everyone that the park will be closed during evening hours. If additional cameras are needed we will research.

Mr. Richter is hosting ethic training for employees and department heads within the County. Susan Willeke from the State of Ohio will be here on May 17, 2023 for training that will be held at the Geauga West Public Library. Other municipalities will also be in attendance. Mr. Purchase also has a request into the State for Ohio for Records Training and the Sunshine Laws that he would like to have in person.

**ADJOURNMENT:**

There being no further business before the Board, Mr. Richter adjourned the meeting at 7:59 P.M.

Respectfully submitted,

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Patricia Jarrett, Fiscal Officer

April 6, 2023 - motion # 2023-121  
Approval Date

\_\_\_\_\_  
Craig Richter, Chairman

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Joseph C. Mazzurco, Vice-Chairman

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Ken Radtke, Jr., Trustee