

The Chester Township Board of Trustees met in regular session **Wednesday, November 1, 2023** in the Town Hall Meeting Room at 7:00 A.M. Chairman Craig Richter presided.

Roll Call: Present – Trustee Richter, Trustee Mazzurco and Fiscal Officer Jarrett
Absent – Trustee Radtke

Pledge of Allegiance to the Flag

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

Leading Motion #: 2023-421

Public Comments/Questions

No public comments at this time.

Department Business – Road

2023-421. Mr. Richter moved to approve after the fact the resignation of Pete Oravec from the Road Department effective October 27, 2023.

Mr. Mazzurco seconded. Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, absent. Motion passed.

2023-422. Mr. Richter moved to approve pursuant to Ohio Revised Code 505.10(A)(2) the disposal of the items listed in the table below through GovDeals public auction site or an alternative internet auction site. Said equipment is not needed for public use and has a minimal fair value if the property does not sell it will be discarded or salvaged.

Mr. Mazzurco seconded. Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, absent. Motion passed.

3 point hitch auger
Generator
Broken pump
Electronic hoist

2023-423. Mr. Richter moved to approve Road Department expenditures as listed below.

Mr. Mazzurco seconded. Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, absent. Motion passed.

PO #	Type	Amount	Payable To	Purpose
266-2023	Reg	\$2,295.00	Fisher Auto Parts Inc	Scanner for Lightweight Trucks
267-2023	Reg	\$2,200.00	Weldher Co	Repair Cracked Frame on Truck # 7
268-2023	Reg	\$9,000.00	Cerni Motors Sales Inc	Various Parts
269-2023	Reg	\$850.00	Concord Road Equip Mfg Inc	Various Parts
273-2023	Reg	\$2,500.00	McMaster-Carr Supply Co	Various Parts

2023-424. Mr. Richter moved to approve at the recommendation of the Road Superintendent the hiring of Nick Senk as Road Worker 1 effective November 6, 2023 at the starting wage of \$23.42 per hour contingent upon successful conditional drug screen and passing the background check.

Mr. Mazzurco seconded. Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, absent. Motion passed.

Administrator Purchase said that Nick Senk holds a CDL and he has been helping his dad manage an asphalt company. Mr. Mazzurco added it appears he will be able to run various types of equipment.

Department Business – Police

2023-425. Mr. Richter moved to approve Police Department expenditures as listed below. Mr. Mazzurco seconded. Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, absent. Motion passed.

PO #	Type	Amount	Payable To	Purpose
274-2023	Reg	\$500.00	Dominion East	Natural Gas

New Business

2023-426. Mr. Richter moved to submit a proxy to NOPEC appointing South Russell Mayor William Koons to be Chester Township’s designee at the November 14, 2023 General Assembly meeting. Mr. Mazzurco seconded. Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, absent. Motion passed.

2023-427. Mr. Richter moved to approve a change order request from Cole Burton Contractors, LLC and payment of the second and final invoice in the amount of \$180,391.21 for the Asphalt Resurfacing of Various Roads as listed below, as recommended by the Geauga County Auditor. Mr. Mazzurco seconded.

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

CONTRACT	ORIGINAL CONTRACT	TOTAL ADDS	TOTAL DEDUCTS	REVISED CONTRACT
RS-CHE-V-2023	\$578,900.00	\$12,225.10	\$41,340.49	\$549,784.61

2023-428. Mr. Richter moved to amend 2023-427 to recognize as recommended by the Geauga County Engineer. Mr. Mazzurco seconded.

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

Resolution 2023-429. Mr. Richter moved to approve the receipt of additional funds and expenditures in the accounts listed below and recertify both revenue and appropriations.

Special Revenue Account Number 2282-805-0019 Fire & Rescue, Ambulance & EMS Services Other Local Grants (not from another government) (Coronavirus Relief Fund) OBM in the amount of \$ 20,000.00.

Appropriation Line Item 2282-510-599-0019 – Other – Other Expense (Coronavirus Relief Fund) OBM for \$ 20,000.00.

Mr. Mazzurco seconded.

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

2023-430. Mr. Richter moved to approve after the fact \$6,804.14 payable to Penn Ohio Corporation for 2023 Chester Clean Up Day expenses from appropriation 1000-110-599-0090 Other/Other Expenses/Clean Up Day Expenses.

Mr. Mazzurco seconded. Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, absent. Motion passed.

Mr. Mazzurco added we have \$3,500 in the Go Green Fund for the Chester Township Cleanup Day. Kelly will gather the necessary papers and request refund.

Financial Items

2023-431. Mr. Richter moved to approve the financial transactions below. Mr. Mazzurco seconded. Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, absent. Motion passed.

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Purpose
Park	270-2023	Reg	\$600.00	Ground Penetrating Radar Systems LLC	Pre-Excavation Scan
RD/FD	271-2023	Reg	\$13,701.37	Chardon Oil Co Inc	Operating Supplies (gas & diesel)
Park	272-2023	Reg	\$1,654.00	Visual Armor Security	Invoice 8138

CHECKS		
Date	Starting No.	Ending No.
11/7/2023	87362	87377
Fiscal Officer's note: the last check number used on 10/19/2023 was 87361		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
11/7/2023	1722-2023	1794-2023	Regular Payroll

ON - LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
11/1/2023	1797-2023	1841-2023

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
1796-2023	First National Bank EFTPS	\$21,163.27	11/7/2023	Employee & employer withholding – Federal
1720-2023	Ohio Department of Taxation	\$84.70	11/9/2023	Employee & employer withholding – Local School Dist
1721-2023	Treasurer, State of Ohio	\$7,577.64	11/9/2023	Employee & employer withholding – State

Fiscal Officer Jarrett said regarding the company On The Fence, we are paying for the materials. They initially wanted half up front and since we are government we cannot do it. The materials were ordered and are here. The check for Rush Truck is for the chassis and the Road Superintendent stated the chassis is at Rush Truck. We do not prepay.

Fiscal Officer's Report

Chester Township Bank Reconciliation Reconciled date 9/30/2023			
Prior UAN Balance			7,469,035.49
Actual Receipts	+	341,728.65	
Transfers for UAN Only	+	800,000.00	
Total Receipts	=		1,141,728.65
Payments	-	1,019,353.01	
Transfers for UAN Only	-	800,000.00	
Total Payments	=		1,819,353.01
Adjustments	+		757.11
Adjustments	-		5,868.85

Current UAN balance as of	9/30/2023		\$6,786,299.39
Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	9/30/2023		\$6,786,299.39
Entered bank balances as of	9/30/2023		\$6,797,585.14
Deposits in transit	+		0.00
Outstanding payments	-		11,285.75
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	9/30/2023		6,786,299.39
	Check		0.00

Chester Township Bank Balances			
As of	9/30/2023		
Business Banking			\$400,000.00
FNB Sweep Account			465,203.96
Star Ohio			5,932,381.18
Total			\$6,797,585.14
	Check		0.00

RITA is adjusted on the bank rec. It was discussed in detail at the last meeting. Fiscal Officer Jarrett and the Fiscal Assistant, Mary Lou attended a seminar last week put on by the State of Ohio Auditor. It was educational and covered what the responsibilities are.

Donations Received		
Received from	Amount	Description
John Robertson	\$5,000.00	Chester Veterans Memorial

Mr. Purchase shared the \$5,000 donation was payable to the Township in order for Mr. Robertson to obtain a tax donation letter. Other donations received were made payable directly to New Vista, the company heading the project.

2023-432. Mr. Richter moved to approve \$5,000 to New Vista Enterprises for the Chester Veterans Memorial.

Mr. Mazzurco seconded. Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, absent. Motion passed.

Mr. Purchase shared an update regarding the bleachers at the ball field and commented on the pickleball project. He said the Township is waiting on a \$7,500 donation from the Ohio Realtors. The special paint needed for the pickleball courts will be ordered prior to spring and pickleball should be up and running next year. Mr. Purchase will be asking Sherwin Williams if they can or will hold the price of the paint until next year and will also ask if they require a deposit. The three (3) doors in Town Hall have

been replaced. Hardware is commercial and doors are equipped with push-bars which meets fire code requirements. Alarm and locksmith will be taking action soon. Peerless Electric is working in the gardens regarding the electrical issues. Upon completion of this project, the Township will then ask for additional work requested by Rotary. The Chamber of Commerce is looking at selling Christmas trees to a business or an organization and having them decorated and using this as a fundraiser. They would like to utilize the park. The cemetery project is moving forward.

Mr. Mazzurco will gather all the information and submit paperwork to NOPEC around November 20th. Mr. Purchase said in the spring he would like to have the pieces of rotted wood replaced on the Town Hall building and add a fresh coat of paint. Finally, he would like to address signage on the front of the Town Hall building.

To date, Rotary has not submitted any bills.

Trick or Treat Street at the Rec Center went well and is always a good time.

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 7:24 A.M.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

November 16, 2023 Motion # 2023-436
Approval Date

Craig Richter, Chairman

Joseph C. Mazzurco, Vice-Chairman

absent

Ken Radtke, Jr., Trustee