

The Chester Township Board of Trustees met in regular session Thursday, March 21, 2024, in the Town Hall Meeting Room at 6:30 P.M. Chairman Craig Richter presided.

Roll Call: All Trustees and the Fiscal Officer were present.

Pledge of Allegiance to the Flag

Scout BSA Troop 193 led the group in reciting the Pledge of Allegiance to the Flag.

Leading Motion # 2024-119

Approval of Minutes

2024-119 Mr. Richter moved to approve the minutes of the Board of Trustees meeting dated February 8, 2024 as presented to the Board by the Fiscal Officer.

Mr. Mazzurco seconded.

Mr. Richter, yes; Mr. Mazzurco, abstain; Mr. Radtke, yes. Motion passed.

2024-120 Mr. Richter moved to approve the minutes of the Board of Trustees meeting dated February 22, 2024 as presented to the Board by the Fiscal Officer.

Mr. Mazzurco seconded.

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

Township Administrator

2024-121 Mr. Richter moved to approve and sign a three-year agreement with Granite Communications, 100 Newport Ave Extension, Quincy, Massachusetts 21771 to provide and manage a Township wide telephone system and to manage a dedicated 1Gig Internet circuit, at an annual cost of \$28,069.80 to be split proportionately and appropriately between all four township departments.

Mr. Mazzurco seconded.

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

2024-122 Mr. Richter moved to approve the Resolution Requesting a Speed Revision for Cedar Road, between the Cuyahoga County Line and Sperry Road in Chester Township to 40 mph.

Mr. Mazzurco seconded.

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

Department Business – Road

Material bids were opened.

2024-123 Mr. Richter moved to waive the reading of the legal notice for the 2024 furnishing and delivery of various road materials for Chester Township.

Mr. Mazzurco seconded.

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

The five (5) bids received were from Arms Trucking, Allied Corp., Shelly Materials, Cuyahoga Asphalt Materials, and Kokosing Materials. All included bond verification and proof of insurance.

2024-124 Mr. Richter moved to forward the 2024 material bids to the Road Superintendent for his review and recommendation.

Mr. Mazzurco seconded.

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

2024-125 Mr. Richter moved a resolution to order asphalt resurfacing material for various roads of Chester Township, Geauga County. Whereas, the Chester Township Board of Trustees, Geauga County has determined by unanimous vote in Resolution # 115 that the public convenience and welfare required the improvement of Old Mill Road (TR-0092), and County Line Road (TR-0093) in Chester Township, and authorized the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code; and

Whereas, the Geauga County Engineer has completed the specifications and estimates for the improvements, and has filed the specifications with the Board; and

Whereas, the Board has reviewed the specifications and estimates and finds them acceptable; and

Whereas, the cost of such improvement will not be excessive in view of the public utility thereof; and

Whereas, the Board is satisfied that the public convenience and welfare require the proposed improvements.

Now therefore, be it resolved that the Board in accordance with Section 5573.06 of the Ohio Revised Code hereby orders that such improvements proceed.

Be it further resolved that the Board hereby adopts the specifications and estimates for such improvements, the cost of which shall be paid from local and/or state funding sources in accordance with Section 5573.07 of the Ohio Revised Code.

Be it further resolved that the Fiscal Office of the Board is hereby ordered to let this project for bids in accordance with Section 5575.02 of the Revised Code. The bids shall be let upon a unity price basis. Bids shall be received by Patricia Jarrett, Fiscal Officer, until 10:00 AM official local time on April 12, 2024. Bids received will be publicly opened and read aloud at 10:05 AM the same day.

Be it further resolved that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Mr. Mazzurco seconded.

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

Public Comments/Questions

Mr. George Zehnder / Celebrate America 250 has also advised the Geauga County Commissioners about the Celebrate America 250 movement. The mission of Celebrate America 250 is to commemorate and celebrate our 250th anniversary with inclusive programs that inspire Americans to renew and strengthen our daring experiment in democracy.

May 7 at 7:00 p.m. – Geauga West Library meeting to teach people how to clean tombstones.

2024-126 Mr. Richter moved to enter an executive session at 7:01 p.m. pursuant to Ohio Revised Code 121.22 (G) (3) to confer with legal counsel concerning pending or imminent court/legal action. Mr. Mazzurco seconded.

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

Invited into the executive session is Mark Purchase the Township Administrator, Patricia Jarrett the Fiscal Officer, and Attorney Michael Quinlan (by telephone).

The board reentered public session at 7:21 P.M.

2024-127 Mr. Radtke made a motion to move into an agreement with Mansour Gavin, LPA for legal counsel involving resurfacing projects on Reserve Lane & Whiting Drive in an amount not to exceed \$5,000 and authorizing the Fiscal Officer to sign and execute an engagement letter.

Mr. Mazzurco seconded.

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

Township Administrator

There will be a meeting March 22 at 9:30 a.m. with two Park Board commissioners, Mr. Barry Leven, Mr. Mazzurco and Mr. Purchase. Mr. Purchase will give the Board a summary of that meeting at the next Board of Trustees meeting.

Zoning Inspectors across Geauga County have gathered as a group to see if there might be something that can be done about the abuse of the Agricultural Exemption. Geauga County Farm Bureau was also invited to that meeting. As ways to work together were discussed, it was apparent that joining the Geauga County Farm Bureau would help moving forward with this relationship. Chester Township is now a member of the Geauga County Farm Bureau.

Call from Lauren Freeman who is a representative for Senator O'Brien's office. They asked for their public funding paperwork for their consideration of our Salt Dome and the Road Garage roof projects. This was completed and forwarded to them.

Public Comments

Ms. Paoletto concerned about a photo-shopped picture she received from a neighbor. It was determined that a social media picture was posted disparaging a recent political candidate and it makes Chester look bad. Mr. Richter said there was nothing the township could do about it.

There was a general discussion with the Scout troop in attendance. They asked about township organizational structure, taxes, roads, and various items they had just heard.

Department Business - Road

2024-128 Mr. Richter moved to approve the hiring of part-time seasonal employment of Gary Huston at the rate of \$23.00/hour effective date as determined by the Road Superintendent.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

2024-129 Mr. Richter moved to approve the terms of the conditional offer of employment and the hiring of Dustin Swails for the position of Seasonal Grounds Personnel, at a rate of \$20.00 per hour, plus benefits. The effective date of this hire shall become effective March 25th, 2024, pending the satisfactory results of both the background check and drug screen. It is noted that we have received a verbal of a satisfactory drug screen.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

2024-130 Mr. Richter moved to approve Road Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

PO #	Type	Amount	Payable To	Purpose
142-2024	Reg	\$2,350.00	O'Reilly Equipment LLC	2005 Trailer
146-2024	Reg	\$5,000.00	Safety Resources Comp of Ohio	Various Safety Training
147-2024	Reg	\$5,000.00	Cintas Centralized A/R	Uniforms
148-2024	Reg	\$10,000.00	Cleveland Plumbing Supply	Pipe Supplies
149-2024	Reg	\$2,200.00	Geauga CTY ADP	IT Services
150-2024	Reg	\$3,500.00	McMaster-Carr Supply Co.	Operating Supplies
152-2024	Reg	\$3,500.00	French's Concrete	Concrete Bin Blocks

2024-131 Mr. Richter moved to approve and authorize, after the fact 10 hours of unpaid leave for Road Department employee, Sandy Harper for the pay period of March 3rd to March 9th, pursuant to the Township Policy, Chapter 7, Employee Benefits.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

2024-132 Mr. Richter Moved to approve up to \$2,865.00 to purchase a Rhino GPD45 Multipro Xau U channel gas operated post pounder, from Amazon from appropriated line item 2031-330-490-0000.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

2024-133 Mr. Richter moved to approve pursuant to Ohio Revised Code 505.10(A)(2) the disposal of a 6.5' x 12' single axle trailer with Serial Number N/A . The equipment will be set at a reserve value of \$500.00, it is outdated and no longer fit for public use. If unable to sell through GovDeals, public auction site, the property will be salvaged or discarded.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

2024-134 Mr. Richter moved to approve and sign a cemetery deed for the sale of the following plots.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

DEED #	SECTION	PLOT	SITE(S)
24-003	C	384	4

Department Business – Fire

2024-135 Mr. Richter moved to approve, after the fact a leave of absence for part-time PM/FF Mike Gibson, beginning March 19th, 2024, and ending May 5th, 2024.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

2024-136 Mr. Richter moved to approve Fire Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous.; motion passed.

PO #	Type	Amount	Payable To	Purpose
144-2024	Reg	\$248.00	CLIA Laboratory Program	Certificate Fee

Department Business – Police

2024-137 Mr. Richter moved to approve, after the fact to accept the resignation of Austin Smith from the Chester Township Police Department, effective 03/18/2024.
Mr. Mazzurco seconded. Vote unanimous.; motion passed.

Department Business – Zoning

Mr. Purchase gave a brief update on resident(s) concern / Oak Hill & East Hill / Schultz Property. As the parents are no longer living, Mr. Purchase and Mr. Alusheff have both reached out to their son and a plan is being put in place.

2024- 138 Mr. Richter moved to accept the findings and recommendation of the Chester Township Zoning Commission (Forms 31 & 32), pursuant to proposed amendment, ZC-2024-2 (Electronic Signs) and to advertise and conduct a Public Hearing of the Board of Trustees, on Thursday / April 18th, 2024 @ 7:00 PM, pursuant to ZC-2024-2
Seconded by Mr. Mazzurco.
Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

Mr. Purchase has already begun the process of seeking out bids for an electronic sign for the front sign of Chester Township.

New Business

2024- 139 Mr. Richter moved to approve the 2024 Permanent Appropriations in the amount of \$9,382,458.92, as submitted by the Fiscal Officer.
Seconded by Mr. Mazzurco.
Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

2024-140 Mr. Richter moved to approve and adopt the proposed resolution to permit the acceptance of payments by financial transaction device for Township expenses within Chester Township, Geauga County, Ohio.
Seconded by Mr. Mazzurco.
Roll Call Vote: Mr. Richter, no; Mr. Mazzurco, no; Mr. Radtke, no. Motion did not pass.

2024-141 Mr. Richter moved to approve and adopt the proposed resolution to permit the acceptance of payments by financial transaction device for Township expenses within Chester Township, Geauga County, Ohio, contingent on approval of Assistant Geauga County Prosecutor.
Seconded by Mr. Mazzurco.
Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

2024-142 Mr. Richter moved to approve and authorize a \$350.00 spending authority to Kathleen McCarthy.

Seconded by Mr. Mazzurco.

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

- **Sale and Re-zoning of Fire Station #2** – If this property is to be re-zoned, Mr. Purchase needs time to re-zone before listing for sale. The roof also needs to be repaired. Board is requesting Zoning Commission take a look at this property and see if they want to change the zoning. There has been a discussion, and the general consensus is, yes. Tabled to next meeting.
- **Township Records Commission** – Mr. Richter and Ms. Jarrett will try to get together to discuss in this coming week. Target time is Tuesday, March 25th at 7:00 a.m. and report next meeting.

2024-143 Mr. Richter moved to accept the return and voluntary donation of Mr. Gary Kreuz of Chester Township Cemetery Lot 350, Plot C, originally purchased by his father Herman Kreuz from the township on March 10th, 1970.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

DEED #	SECTION	PLOT	SITE(S)
350		C	

2024- 144 Mr. Richter moved to approve and sign the Drop-Off Improvement Grant Agreement and the Go Green Community Grant Agreement between the GTSWMD and Chester Township, both are effective March 21st, 2024.

Seconded by Mr. Mazzurco.

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

2024-145 Mr. Richter moved to approve the creation of a Purchase Order in the amount of \$1,200.00, made payable to All Detail Painting 3861 Courtland Drive, Willoughby Ohio 44094, from General Fund Appropriated line item 1000-760-730-1200 (Improvement of Sites).

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

2024-146 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
Chester Fire Department	Sat. 4-6-24	Townhall Meeting Room	9:00am – 1:00pm	CPR Training
Chester Fire Department	Thurs. 4-11-24	Townhall Meeting Room	7:45pm – 9:45pm	CPR Training

2024-147 Mr. Richter moved to approve the use of the 1st volleyball court all Sunday’s during the 2024 summer/fall season for co-ed volleyball games between the hours of 4:00PM and 11:00PM.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

Township Park

Pickleball Rules & Park Board Discussion – Mr. Purchase asked if the Board would be interested in submitting feedback to the Park Commission as they ready to set rules for use of the Pickleball courts. Board would like to see it set up similar to horseshoes and volleyball courts.

Financial Items

2024-148 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
EMS	5,980.00	2281-930-930-0000	2281-760-750-0303	Pumper Truck Loan

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Purpose
FD	145-2024	Reg	\$79.31	Geauga ADP	Balance of Invoice
FD	143-2024	Reg	\$4,200.00	Dominion East Ohio	Natural Gas
GEN	155-2024	Reg	\$250.00	Gilmore Security Sys	Town Hall Alarm
EMS	154-2024	Reg	\$5,980.00	OH Department. Com	Pumper Loan INV
GEN	153-2024	Reg	\$1,200.00	All Detail Painting	Town Hall Ext Painting
RD	151-2024	Reg	\$1,225.00	Verizon Connect NWF	GPS - Equip

CHECKS		
Date	Starting No.	Ending No.
03/26/2024	87557	87566
03/21/2024	87567	87570
Fiscal Officer's note: the last check number used on 03/07/2024 was 87556		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
03/26/2024	797-2024	873-2024	Regular Payroll

ON-LINE PAYMENT		
VOUCHERS		
Date	Starting No.	Ending No.
03-21-2024	879-2024	930-2024

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
875-2024	First National Bank EFTPS	21,593.46	03/26/24	Employee & employer withholding – Federal
876-2024	Ohio Department of Taxation	53.15	03/26/2024	Employee & employer withholding – Local School Dist
877-2024	Treasurer, State of Ohio	3,853.92	03/26/2024	Employee & employer withholding – State
796-2024	FNB Comm Credit Card	2,191.85	03/12/2024	FNB / Visa Bill
878-2024	RITA	941.89	03/26/2024	Employee Withholding City Tax

Fiscal Officer's Report

Chester Township Bank Reconciliation			
Reconciled date		2/29/2024	
Prior UAN Balance			4,802,521.94
Actual Receipts	+	1,461,001.54	
Transfers for UAN Only	+	1,200,000.00	
Total Receipts	=		2,661,001.54
Payments	-	585,862.98	
Transfers for UAN Only	-	1,200,000.00	
Total Payments	=		1,785,862.98
Adjustments	+		29.99
Adjustments	-		0.00
Current UAN balance as of	2/29/2024		\$5,677,690.49
Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	2/29/2024		\$5,677,690.49
Entered bank balances as of		2/29/2024	\$5,789,735.92
Deposits in transit	+		0.00
Outstanding payments	-		112,045.43
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	2/29/2024		5,677,690.49
		Check	0.00

Chester Township Bank Balances			
As of		2/29/2024	
Business Banking			\$400,000.00
FNB Sweep Account			292,832.16
Star Ohio			5,096,903.76
Total			\$5,789,735.92
		Check	0.00

Open/Ongoing Items

Township Webinar Subscription Program
 Limited Home Rule Discussion – 5:30 PM / April 4th
 Senate Capital / State Funding
 Township Electronic Sign

Upcoming Items/Deadlines

Memorial Day

Discussions

Wreaths Across America / Revolutionary War Veterans
 WG Unity Day – August 24, 2024 (11:00am – 5:00pm)
 Marion Pastoric (daughter Pam) – Ghost Army Legacy Project
 Acceptance of Credit Cards
 Government Update – CR 3/21; JM 4/4; KR 4/18

Executive Session

2024-149 Mr. Richter moved to enter an executive session at 8:15 p.m. pursuant to Ohio Revised Code 121.22 (G) (1) to consider the employment, discipline, or compensation of a public employee(s) or the investigation of complaints against a public employee.

Seconded by Mr. Mazzurco

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

Invited into the executive session is Mark Purchase the Township Administrator and Patricia Jarrett the Fiscal Officer.

Back from Executive Session at 9:21 p.m.

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 9:22 p.m.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

5-15-2024 Motion # 2024-239

Approval Date

Craig Richter, Chairman

Joseph C. Mazzurco, Vice-Chairman

Ken Radtke, Jr., Trustee