

The Chester Township Board of Trustees met in regular session **Thursday, March 7, 2024** in the Town Hall Meeting Room at 6:00 P.M. Chairman Craig Richter presided.

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

Pledge of Allegiance to the Flag

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

Leading Motion #: 2024-96

Approval of Minutes

2024-96. Mr. Richter moved to approve the minutes of the Board of Trustees meeting dated January 25, 2024 as presented to the Board by the Fiscal Officer.
Mr. Mazzurco seconded. Vote unanimous.; motion passed.

2024-97. Mr. Richter moved to approve the minutes of the Board of Trustees special meeting dated January 3, 2024 at 3:00 PM and February 14, 2024 as presented to the Board by the Fiscal Officer.
Mr. Mazzurco seconded.
Mr. Richter, yes; Mr. Mazzurco, abstain; Mr. Radtke, yes. Motion passed.

Public Comments/Questions

No public comments or questions at this time.

Township Administrator

In an effort to reduce overall speed and improve safety, the Board agreed that the recommendation to align both sections of Cedar (east and west of Rt 306) with a 40 mph speed limit is the best option rather than having the entire stretch of road possibly be listed as 45 mph. An additional study was requested for Valley View Road.

2024-98. Mr. Richter moved to approve and adopt the proposed additions to the following Township policies as prepared and submitted by the township administrator and legal counsel; Workers' Compensation Section 6.10 & On the Job Injury Section 8.32, effective March 8th, 2024.

Mr. Mazzurco seconded.

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

Department Business – Road

Mr. Purchase noted it has been nearly two (2) years regarding some overdue and/or no attempt to reimburse the Township for driveway pipe replacements. Mr. Onyshko, Road Supervisor does not know what should be done next. The Township letters that were mailed out have not worked in requesting payment. Mr. Radtke suggested having the prosecutor send a letter out. Mr. Richter would like a list showing the dollar amount due the Township. Discussion continued over possible actions.

2024-99. Mr. Richter moved to rescind motion number 2024-87 and 2024-89 and recall two conditional offers of employment, which were extended to Road Department applicants, Ronald Goldberg & Benjamin Mathie.

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

2024-100. Mr. Richter moved to approve after the fact PO 128-2024 to 56 Auto Sales in the amount of \$25,000.00 for the purchase of a 2004 International bucket truck.

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

Mr. Onyshko is in the process of booking a date for bucket truck training for employees. Certification is required.

2024-101. Mr. Richter moved to approve Road Department expenditures as listed below.

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

PO #	Type	Amount	Payable To	Purpose
139-2024	Reg	\$2,500.00	Kalida Truck Equipment, Inc.	Lift cylinder for truck #9
138-2024	Reg	\$6,378.75	Southeastern Equipment Co Inc	42" hydraulic tilting bucket
134-2024	Reg	\$214.00	Geauga City Automatic Date Processing Board	Q4 2023-IT RD
132-2024	Reg	\$15,000.00	Arms Trucking	Various Aggregates
133-2024	Reg	\$81,862.30	Doosan Bobcat North America	Bobcat E65 Excavator
130-2024	Reg	\$5,000.00	Lawson Products Inc	Repairs & Maintenance/Vehicles & Equip
131-2024	Reg	\$3,000.00	Samsel Supply Co	Safety Equip

Department Business – Fire

No Fire Department business this meeting.

Department Business – Police

2024-102. Mr. Richter moved to approve the resignation of Robert Rowland from the position of police officer, effective March 3, 2024.

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

2024-103. Mr. Richter moved to void PO 672024.

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

2024-104. Mr. Richter moved to approve and authorize the purchase of two (2) Physio-Control semi-automatic AED’s in the amount of \$4,472.64. This Purchase Order shall be made payable to Cardio Partners Inc., PO Box 772834, Detroit, Michigan 48277 and created from police appropriated line item 2081-760-740-0000 (Machinery & Equipment).

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

2024-105. Mr. Richter moved to approve and authorize the services of Mighty Ducts, Inc. (Air Duct Cleaning Specialists) in the amount of \$1,348.00, to clean the air ducts at the police department. This Purchase Order shall be made payable to Mighty Ducts, Inc., 26285 Broadway Avenue, Oakwood Village, Ohio 44146 and created from police appropriated line item 2081-760-730-0000 (Improvement of Sites).

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

2024-106. Mr. Richter moved to approve Police Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

PO #	Type	Amount	Payable To	Purpose
140-2024	Reg	\$5,000.00	Cardio Partners Inc	Two semi-automatic AED units and accessories
136-2024	Reg	\$2,643.75	Stefanik Iosue & Assoc	Legal fees
129-2024	Reg	\$1,348.00	Mighty Ducks Inc	Clean air ducts at PD

Department Business – Zoning

Mr. Radtke said only three (3) people were at the Zoning Commission meeting last night. Conversation at the meeting included the size and height limitation of an attached garage. Different ideas were discussed. Mr. Radtke felt that it was unanimous that they did not want to continue and for now the topic was tabled. Mr. Radtke stated the Public Hearing for electronic signage is scheduled for Wednesday, March 20, 2024. Mr. Purchase added the Zoning Commission is on the right path with the height.

Resident Mr. Onderdonk said he did bring multiple photos regarding his property and the mulching business going on behind his property. He resides at the corner of Mulberry Road and County Line Road. Will move on with motions while getting electronics set up.

New Business

2024-107. Mr. Richter moved to accept the resignation of Kelly Paulic, effective Friday / March 15th, 2024, as submitted.

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

2024-108. Mr. Richter moved to approve after the fact advertising in the Geauga Maple Leaf, Chesterland News, Geauga Times Courier and on the Township website with applications due at Chester Town Hall by 4:00 PM on April 1, 2024 for the position of Administrative Assistant, contingent upon successfully passing a pre-employment drug screen and background check.

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

2024-109. 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.

2024-110. Mr. Richter moved to approve \$168.00 payable to the Geauga County Township Association for Ken Radtke, Joe Mazzurco, Craig Richter, Mark Purchase, Patricia Jarrett and Kathleen McCarthy to attend the April 10, 2024 Quarterly Dinner Meeting hosted by Claridon Township.

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

2024-111. Mr. Richter moved to approve, request, and sign a letter to the Geauga County Engineer’s office to conduct a traffic study and determine the feasibility of reducing the speed limit on Valley View Road, between Mayfield and Sherman Roads.

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

2024-112. 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
Girl Scouts of NE Ohio	Friday, 4-19-24	Townhall Meeting Room	6:00 pm – 8:00 pm	Member meeting
Girl Scout Troop 71273	Sunday, 4-14-24	Townhall Parking Lot	11:00 am – 2:00 pm	Book collection

Back to Mr. Onderdonk and his situation and concern. He passed around pictures for the Board to review of the trucks going in and out of the neighbor’s property. The property in discussion was viewed on the overhead map. The objection the Onderdonk’s have involve the trucks coming in and out of the property via Mulberry Road. He shared mulching machines are on the property and are being used. The machines that are grinding the logs into mulch are quite loud. His biggest complaint and concern is the making of mulch and the noise associated with it in a residential area. He feels mulching does not fit the description of agriculture. Mr. Onderdonk also noted that the mulch is painted. He added tanker trucks come in and spray the mulch. Last they knew Mr. Richard Ivans, the former Assistant Zoning Inspector for Chester Township said everything was sent to the Prosecutor. Mrs. Onderdonk said when she looks out her bedroom window there are two (2) huge mounds of mulch from this year alone. Mr. Richter asked how long this has been going on and the answer was that when they built in 1987 there was no mulching going on. Mr. Onderdonk thanked the Board for letting him speak.

Township Park

2024-113. Mr. Richter moved to approve Sean C. Day to do the maintenance of the garbage cans, picnic tables, bathrooms and general cleanup of the park equipment with a total of \$8,175.00 and each visit will be \$68.00 with a \$175.00 for a spring cleanup.

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

Financial Items

2024-114. 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	\$6,500.00	2031-330-490-0000	2031-760-740-0000	Tilt Bucket
PD	\$2,500.00	2081-760-740-0000	2081-210-311-0010	Per LBraemer 3/1/24

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Purpose
Gen	135-2024	Reg	\$2,000.00	Illuminating Co	Electricity
Gen	137-2024	Reg	\$3,750.00	Smylies LLC	TH Cleaning Service

CHECKS		
Date	Starting No.	Ending No.
2-26-24	87541	87541
		** this check is after the fact in the amount of \$25,000.00 **
3-12-24	87545	87555
3-7-24	87542	87544
3-7-24	87556	87556
Fiscal Officer’s note: the last check number used on 2-22-24 was 87540		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
3-12-24	635-2024	645-2024	Reg payroll, Nagy PT, RD cell/clothing allowance

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
3-7-24	726-2024	792-2024

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
720-2024	First National Bank EFTPS	\$20,954.57	3-12-24	Employee & employer withholding – Federal
721-2024	Ohio Department of Taxation	\$45.24	3-12-24	Employee & employer withholding – Local School Dist
722-2024	Treasurer, State of Ohio	\$3,712.20	3-12-24	Employee & employer withholding – State
	Public Employees Retirement System			Employee & employer withholding – Retirement
	Ohio Police & Fire Pension Fund			Employee & employer withholding – Retirement
723-2024	Regional Income Tax Agency	\$2,993.38	3-12-24	Employee & employer withholding
724-2024	Regional Income Tax Agency	\$1,768.80	3-12-24	Employee & employer withholding
725-2024	Regional Income Tax	\$872.34	3-12-24	Employee & employer withholding

Mr. Purchase said the Park Board is requesting a 30 minute meeting with the Trustees to discuss the pickleball courts and some concerns they have. Mr. Mazzurco suggested having one of their members attend the next Board of Trustees meeting. Mr. Purchase said the Perennial Gardeners will be needing an update too. The approximate cost of the project at Rt 306 and Mayfield Road is \$15,000.00. Mr. Richter believes they have most of the money, although will be looking at the Township to pay for the irrigation system and possible lighting. Mr. Purchase thinks the Perennial Gardeners have \$6,000.00. The irrigation system is so old it must be replaced. Irrigation to flower boxes was discussed too. Mr. Mazzurco and Mr. Purchase are the only two with keys to the gate leading to the back of the ball field to prevent vehicles from driving on the grass and doing damage to the property. Mr. Richter estimates the Township may have to pay \$10,000.00 to \$12,000.00 for the project.

Fiscal Officer's Report

The back reconciliation is not done yet.

Regarding the acceptance of credit cards, Mrs. Jarrett is still researching companies. She did determine that Card Connection is a sales division of Clover. Mrs. Jarrett is concerned that the County will not allow us to put any app on Township computers. Mrs. Jarrett said she will reach out to Brad, a computer technician. Stand alone separate computers were discussed too.

Purchasing ipads was another option discussed. Bob Potocar, an audience member stated he uses Clover for his business and noted he has very few transactions and he just logs into a website and runs a credit card.

Northeast Ohio Planning and Zoning Workshop is June 28, 2024 and the invitation has been extended to the Zoning Boards. Kathleen McCarty, Zoning Administrative Assistant will be handling.

The Geauga Youth Leadership was discussed next. Mr. Richter said the Board approved up to \$600.00 for two (2) students to attend. Two (2) students did apply and should be approved to attend.

Mr. Purchase has been working with a company named Granite to get a proposal for internet, phone and computers. They do want new phones to be purchased though. Currently we are with Windstream and our new phones are with Windstream and everything runs through the County. A concern is the transition, since we want no interruption in service. Mr. Purchase suggests we stay with Windstream to ensure the switch is made smoothly. Then later down the road we can look at other options if need be. Mr. Purchase would like to have a proposal in hand ready for the Board of Trustees to review at the next meeting. Mr. Radtke suggested cell phones for everyone. A discussion regarding options of land lines and cell phones continued.

Open/Ongoing Items

Township Webinar Subscription Program – This is still an active and ongoing item.

Upcoming Items/Deadlines

Memorial Day – A list should be prepared for next meeting.

NOPEC Energized Community (NEC) Grant of \$23,039.00 for 2024 – This was already approved at this meeting.

Discussions

Wreaths Across America/Revolutionary War Veterans – Mr. Purchase said waiting to hear back regarding the applications submitted.

WG Unity Day – August 24, 2024 (11:00am – 5:00pm) – Mr. Mazzurco already signed the Board of Trustees up.

Government Update – KR 3/7; CR 3/21; JM 4/4

2024-115. Mr. Richter moved to read the Resolution of Convenience and Necessity for the Improvements of Various Roads Chester Township, Geauga County, Ohio.

WHEREAS, the Chester Township Board of Trustees (Board) has determined that the public convenience and welfare require the improvement of Old Mill Road (TR-0092) and County Line Road (TR-0093) in Chester Township, and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Sections 5573.01 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by a unanimous vote of the Board that the public convenience and welfare requires the improvement by repairing the existing pavement and embankments, replacing culverts, improving drainage structures, asphalt resurfacing, subgrade stabilization, stabilizing the shoulders, and related improvements, as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.

BE IT FURTHER RESOLVED that the costs and expenses of said improvement shall be apportioned as follows:

The right of way costs, if any, and the construction costs for the project shall be paid from local funding sources and state grants and/or loan funds should they be available for this project. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

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.

A special meeting to discuss the budget will be Wednesday, March 13, 2024 at 7:00 A.M.

Mark Purchase questioned if the Board wanted to have a discussion about the meeting minutes regarding the Board of Zoning Appeals. He also inquired if the Board had any interest in hiring a court reporter on a temporary basis for the Board of Zoning Appeals. Mr. Richter said it was discussed with the Chair that verbatim minutes are not required and if someone did appeal it would be their responsibility according to the Ohio Revised Code to get those minutes transcribed verbatim. All the Township is required to do is supply the recorder. Mr. Radtke said he plans on attending the Board of Zoning Appeals meeting on Monday, March 11, 2024. Hoping to clarify who is required to sign the minutes. Mr. Richter said the Township is looking for another Board of Zoning Appeals member.

Executive Session

2024-116. Mr. Richter moved to enter into executive session at 7:37 P.M. pursuant to Ohio Revised Code 121.22 (G) (1) to consider the discipline and compensation of a public employee or official, or the investigation of charges or complaints against a public employee.

Mr. Mazzurco seconded.

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

Invited into the executive session is Patricia Jarrett, Fiscal Officer and Mark Purchase, Township Administrator. The Board reentered public session at 8:24 P.M.

2024-117. Mr. Richter moved to approve all non-collective bargaining employees currently paying 10% of health care premium be to increased to 15% for their portion of the health care premium starting 4/1/24.

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

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 8:25 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