

The Chester Township Board of Trustees met in regular session **Thursday, April 18, 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 #: 2024-179

6:00 PM

Chief Young presented and introduced Richard Myers, identifying 9 years of part-time (32-36 hours per pay period) experience from Willoughby, countless recommendations and accolades from peers and supervisors at Willoughby. A degree in criminal justice from Lakeland Community College, also a stay-at-home father. Officer Myers took the Oath of Office with his wife and two children present.

2024-179 Mr. Richter moved to approve the recommendation of Chief Craig Young and authorized the hiring of Richard Myers, to the position of full-time Police Officer effective Sunday, April 21, 2024, at the step 3 officer's pay rate of \$35.17 per hour, \$73,144.81 annually.

Mr. Mazzurco seconded.

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

Geauga County Bar Association's Law Enforcement Officer of the Year Award

Chief Craig Young spoke regarding Officer Anthony Insana and Officer Steve Ettinger. The officers were chosen for Officer(s) of the Year for their incredible work this year. A banquet on May 3rd, 2024, will be held at Guido's, where the officers will formally receive their award. Chief Young invites the Trustees to attend.

2024-180 Mr. Richter moved to approve Road Department expenditures as listed below.

Mr. Mazzurco seconded.

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

| PO # | Type | Amount | Payable To | Purpose |
|----------|------|-------------|--------------------------|--------------------------------------|
| 183-2024 | Reg | \$81,862.30 | Doosan Bobcat NA | Excavator |
| 184-2024 | Reg | \$10,000.00 | Watts Excavating LLC | Culvert work Woodside & Sperry |
| 188-2024 | Reg | \$5,532.56 | Clark Equipment | Bobcat 72" Sweeper Bucket |
| 189-2024 | Reg | \$1,547.76 | Clark Equipment | 2Ft Digging Bucket |
| 190-2024 | Reg | \$1,039.20 | Marshall Power Equipment | STIHL TS 420 Cutoff Saw |
| 191-2024 | TNN | \$1,029.51 | H&H Truck Parts | Parts to repair Gradall Transmission |
| 192-2024 | TNN | \$6,000.00 | Larsen Architects | Architectural Services |
| 185-2024 | Reg | \$9,700.00 | Amazon | Syanspan Robotic Pipe Camera |

2024-181 Mr. Richter moved to approve a PO for Cleveland Plumbing in the amount of \$20,000 to purchase ADS Storm Pipe for road pipe replacement using account number 2031-330-490-0000 Other-Supplies and Materials.

Mr. Mazzurco seconded.

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

2024-182 Mr. Richter moved to approve per O.R.C. 505.10 (A)(7) the sale of the Road Department’s heat lance, hydraulic pole saw, 2005 Stihl 460 cut off saw s/n 163842727, skid steer pick up broom serial Number (N/A), offered for public sale on Govdeals.com or alternative advertising websites, etc. Said equipment is obsolete and has minimum value and will be sold at auction using GovDeals or will be salvaged.

Mr. Mazzurco seconded.

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

2024-183 Mr. Richter moved to approve hiring Mr. Donovan Ferguson as a part-time paramedic/firefighter at an hourly rate of \$21.53 effective April 19, 2024, contingent upon successful completion of background screening and drug test.

Mr. Mazzurco seconded.

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

2024-184 Mr. Richter moved to approve entering into an annual fire department policy manual subscription service agreement with Lexipol. The agreement and Purchase Order shall begin April 19, 2024, at a cost of \$7,393.00 annually, from Fire Appropriated Line Item 2281-230-360-0000.

Mr. Mazzurco seconded.

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

2024-185 Mr. Richter moved to approve accepting donation from Cleveland Clinic Hillcrest Hospital of one (1) Lifepak 15 Heart Monitor/Defibrillator (Serial #38202823). A thank you letter will be sent to the appropriate place for the donation.

Mr. Mazzurco seconded.

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

2024-186 Mr. Richter moved to approve Police Department expenditures as listed below.

Mr. Mazzurco seconded.

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

| PO # | Type | Amount | Payable To | Purpose |
|----------|------|-------------|-----------------------------|---|
| 180-2024 | Reg | \$18,369.00 | J&B Construction & Remodel | Replacement of Ext. Doorways & 3 Overhead Doors |
| 181-2024 | Reg | \$1,177.75 | Nolan Heating & Cooling LLC | Consolidation/Replacement of Thermostats |

2024-187 Mr. Richter moved to approve the request of the Zoning Inspector to waive the \$150.00 Township zoning fee for the construction of a 160 square foot shed, located on the property of the Christ Presbyterian Church and to be constructed and utilized by the Girl Scouts, for their supplies.

Mr. Mazzurco seconded.

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

2024-188 Mr. Richter moved to approve and sign, “after the fact” a letter of Grant support from the Chester Township Board of Trustees to the Departments of Homeland Security and FEMA, on behalf and in support of the Tikvat Yisrael Messianic Synagogue, 9319 Mayfield Road, Chesterland Ohio. This grant application is for safety and security improvement consideration.

Mr. Mazzurco seconded.

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

2024-189 Mr. Richter moved to approve the addition of 40 hours of available vacation time to the Administrative Assistant / Kim Bican’s leave balance, effective immediately. This initial award is nontransferable and may not be submitted for cash payment, in lieu of use at the conclusion of this calendar year.

Mr. Mazzurco seconded.

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

2024-190 Mr. Richter moved to approve, recognize, and commend the following individual, Isabel Gracon, and resident of Chester Township, who we honor this evening as a recipient of the Girl Scouts “Gold Award”.

Mr. Mazzurco seconded.

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

2024-191 Mr. Richter moved to approve and sign the proposed Resolution, as requested by resident George Zehnder, which recognizes and confirms the support and participation of Chester Township with the charge of America 250- Ohio Program. The intent of this program is to plan, encourage, develop, and coordinate the commemoration of the 250th anniversary of the founding of the United States and the impact of Ohioans on the nation’s past, present, and future.” —Ohio Revised Code (149.309)

Mr. Mazzurco seconded.

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

2024-192 Mr. Richter moved to consider, approve, and sign the Proclamation for Memorial Day.

Mr. Mazzurco seconded.

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

2024-193 Mr. Richter moved to approve the use of the Chester Township properties as listed below:

Mr. Mazzurco seconded.

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

| Individual/Organization | Date(s) | Location | Time(s) | Event |
|-------------------------|-----------|----------------|------------------|----------------|
| The Beach Family | 5/11/2024 | Pavilion -West | 11:30am – 1:30pm | Birthday Party |
| The Wolfe | 4/20/2024 | Pavilion -West | 12pm-2pm | Birthday Party |

2024-194 Mr. Richter moved to approve the financial transactions below.
 Mr. Mazzurco seconded.
 Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

| INTRA-FUND TRANSFERS | | | | |
|----------------------|-------------|---------------------------------------|-------------------|---------|
| Fund | Amount | From Account | To Account | Purpose |
| RD | \$29,000 | 2031-330-420-0401-Operating Supplies | 2031-760-740-0000 | Per:JO |
| EMS | \$7,400.00 | 2281-930-930-0000-Contingencies | 2281-230-360-0000 | Per:BS |
| MVT | \$20,000.00 | 2011-330-360-0000-Contracted Services | 2011-760-740-0000 | Per:JO |
| PMVT | \$30,000.00 | 2231-330-360-0000-Contracted Services | 2231-760-750-0000 | Per:JO |

| PURCHASE ORDERS | | | | | |
|-----------------|----------|------|------------|-----------------------|-----------------------------|
| Dept | PO # | Type | Amount | Payable To | Purpose |
| TH | 186-2024 | Reg | \$5,000.00 | Mansour Gavin LPA | Legal Counsel(RC-CHE-V-2021 |
| ALL | 187-2024 | Reg | \$4,995.00 | Spectrum | Bandwidth |
| RD | 179-2024 | Reg | \$6,000.00 | Dominion East Ohio | Natural Gas |
| GF | 182-2024 | Reg | \$1,800.00 | Granite Telecomm. LLC | Telephone |

| CHECKS | | |
|---|--------------|------------|
| Date | Starting No. | Ending No. |
| 04/23/2024 | 87583 | 87594 |
| Fiscal Officer's note: the last check number used on 04/04/24 was 87582 | | |

| EFT DIRECT DEPOSITS | | | |
|---------------------|--------------|------------|-----------------|
| Date | Starting No. | Ending No. | Description |
| 04/18/2024 | 1072-2024 | 1144-2024 | Regular Payroll |

| ON-LINE PAYMENT VOUCHERS | | |
|--------------------------|--------------|------------|
| Date | Starting No. | Ending No. |
| 04/18/2024 | 1148-2024 | 1197-2024 |

| VOUCHERS & WITHHOLDINGS | | | | |
|-------------------------|---------------------------------|-------------|------------|--|
| Voucher | Payee | Amount | Dated | Description |
| 1146-2024 | First National Bank EFTPS | \$21,225.35 | 04/23/2024 | Employee & employer withholding – Federal |
| 1147-2024 | Treasurer, State of Ohio | \$3,722.76 | 04/23/2024 | Employee & employer withholding – State |
| 1071-2024 | Ohio Police & Fire Pension Fund | \$77,492.64 | 04/26/2024 | Employee & employer withholding – Retirement |
| 1181-2024 | Ohio Dept. Of Taxation | \$88.64 | 04/26/2024 | Employee & employer withholding |
| 1180-2024 | Regional Income Tax Agency | \$1817.93 | 04/26/2024 | Employee & employer withholding - Local |

Road Department Roof Project Update

Jim (JP) Ptacek from Larsen Architects presented to the Board of Trustees regarding the Road Department Roof Project. Discussed pre-bids drawings and proposed plans. Will continue to discuss when all information is presented.

Mara McClain/Sedgwick Presentation- Worker's Compensation

Mara McClain presented to the Board of Trustees regarding Worker's Compensation with two programs to choose from: Group-Retrospective Rating or Group-Experience Rating. The Board of Trustees will decide by the next meeting on May 2, 2024.

2024-195 Mr. Richter moved to approve a continuation with Sedgewick 2024 and fee allocated per table below.

Mr. Mazzurco seconded.

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

| Fund | Appropriation | Amount |
|---------|-------------------|-----------------------|
| General | 1000-110-230-0000 | Work Comp - \$ 578.75 |
| Police | 2081-210-230-0000 | Work Comp - \$ 578.75 |
| Road | 2031-330-230-0000 | Work Comp - \$ 578.75 |
| Fire | 2111-220-230-0000 | Work Comp - \$ 578.75 |

7:00 PM – Zoning Amendment Z-2024-2 Public Hearing

2024-196 Mr. Richter moved to approve to open the public hearing for zoning amendment Z-2024-2. The Trustees have received and reviewed the recommendation of the Geauga County Planning Commission.

Mr. Mazzurco seconded.

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

2024-197 Mr. Richter moved to waive the reading of the legal notice.

Mr. Mazzurco seconded.

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

Mr. Richter spoke regarding Zoning Amendment Z-2024-2 and indicated that the Commission had approved the electronic signs and was seeking approval of the Trustees. It was indicated that these types of signs will remain the same size of the current permissible ground sign provision. Chris Alusheff clarified, the amendment is to include electronic changeable copies and what we have currently is changeable copy, however it is manual. This amendment provides for the inclusion of electronic changeable copy and adds specific regulations as to how and when the messages may change. This eliminates animation, flashing and things that cause distraction to drivers.

Public Comments

Resident, Dal Lanese asked of the cost of the Electric sign. The cost of just an insert monument sign is estimated at \$32,000. It was suggested by Dal that the sign be placed at the southeast corner of the Parkside Park, near the intersection for better visibility. Mr. Richter clarified that a base/foundation would be required for the corner sign, which would be an even greater township expense. We already have the foundation in place, where the existing sign resides.

2024-198 Mr. Richter moved to close the public comment portion of the public hearing.

Mr. Mazzurco seconded.

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

2024-199 Mr. Richter moved to close the public hearing at 7:05pm for zoning amendment Z-2024-2.

Mr. Mazzurco seconded.

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

2024-200 Mr. Richter moved to adopt zoning amendment Z-2024-2 as presented by the Chester Township Zoning Commission, along with the recommended approval of the Geauga County Planning Commission.

Mr. Mazzurco seconded.

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

2024-201 Mr. Richter moved to approve and create a purchase order in the amount of \$32,931.00 made payable to Daktronics, Inc. 201 Daktronics Drive Brookings, SD 57006 from Township Appropriated line item, 1000-760-730-1200 (Improvement of Sites Township Hall/Mem Bldgs./Grounds). For the purchase of Galaxy Outdoor Electronic Message Center/ 8mm RGB – dual screen to be installed in front of the Town Hall.

Mr. Mazzurco seconded.

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

2024-202 Mr. Richter moved to approve and create a purchase order in the amount of \$3,500.00 made payable to Electolite 8829 Mayfield Road, Chesterland, Ohio 44026 from Township Appropriated line item, 1000-760-730-1200 (Improvement of Sites Township Hall/Mem Bldgs./Grounds). For the installation of the Outdoor Electronic Message Center / 8mm RGB – dual screen to be installed in front of Town Hall.

Mr. Mazzurco seconded.

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

Public Comments

Mr. Richter spoke upon the Airbnb's in the area. Board of Trustee's looking for ways to tighten up agritourism and short-term rentals, as it exists in the Township today.

Executive Session

2024-203 Mr. Richter moved to enter into executive session at 7:05 P.M. in accordance with ORC 121.22 G1, to consider the appointment, employment, promotion or compensation of public employee(s)

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 8:48 P.M.

Chris Alusheff entered the Executive Session at 7:10 P.M. and exited at 7:56 P.M. Chief Shaw and Assistant Chief Nagy entered at 7:57 PM and exited at 8:41 P.M.

2024-204 Mr. Richter moved to approve and award the project bid, as submitted for the asphalt resurfacing of Countyline and Old Mill Roads, to Karvo Companies, LLC. Stow, Ohio, per the recommendation of the Geauga County Engineer's Office (RS-CHE-V-2024).

Mr. Mazzurco seconded.

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

George Zehnder- American 250-OH and Reading of Veterans Names on Memorial Day

George Zehnder spoke regarding the reading of veteran’s names during the township’s annual Memorial Day and America-250. The Board of Trustee’s suggested to Mr. Zehnder that he contact Judith Schwede from the Historical Society about his suggested change to the reading of the names. Mr. Radtke requested additional information from Mr. Zehnder as to the exact responsibilities of the township in its support of the America-250 program. Mr. Zehnder will be the point of contact moving forward supporting the America 250-OH.

2024-205 Mr. Richter moved to approve the title and responsibility to Chris Alusheff of Zoning Inspector effective April 19, 2024.

Mr. Mazzurco seconded.

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

2024-206 Mr. Richter moved to approve and awarded Kathleen McCarthy \$300 bonus for the assistance and transition work completed during the absence of the Township admin.

Mr. Mazzurco seconded.

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

2024-207 Mr. Richter moved to approve and authorize the Road Superintendent to remove the trees from within the Countyline Road right-of-way, at 7031 Wilson Mills in preparation of the resurfacing project and to improve the water drainage issues that these trees are currently causing in the area.

Mr. Mazzurco seconded.

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

Salt Dome Discussion

The Board of Trustees discussed the repairing of the foundation’s walls of the current Salt Dome. A structural engineer confirmed that the foundation has already been compromised and should be repaired. We have applied for state funding but have not received word on the status of that request, however the Road Department garage roof is the priority.

2024-208 Mr. Richter moved to approve and sign Resolution Authorizing Participation in the ODOT 2024-2025 Winter Salt Contract (#018-24, 2000 tons +/- 10%). Contingent on the capacity discussion (MP, JM, JO)

Mr. Mazzurco seconded.

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

Township Park

2024-209 Mr. Richter moved to approve up to \$2,100.00 for the purchase of volleyball sand for the park volleyball courts.

Mr. Mazzurco seconded.

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

2024-210 Mr. Richter moved to approve up to \$2,300 for 3D Contracting, LLC for the maintenance and repair required for the Township Park volleyball courts.

Mr. Mazzurco seconded.

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

2024-211 Mr. Richter moved to approve Innovative Company, LTD Up to \$5,400.00 for installation of irrigation system for in the Parkside Park garden beds and gazebo area.

Mr. Mazzurco seconded.

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

Pickleball Update

TA Purchase spoke regarding Pickleball Committee may require an additional \$10,000.00 of township revenue for stone and other materials. Park Board member Joe Fornaro is recommending that the court be sealed with 2 coats prior to the paint going on. Barry Leven, pickleball’s point of contact, informed TA Purchase that Sherwin Williams is not recommending that sealer is necessary. TA Purchase was directed to have that information from Sherwin Williams, confirmed via email. Mr. Richter suggested that the signs be installed, ADA ramp possibly, nets, equipment, paint for this year 2024. The ramp is necessary for the courts to be ADA Compliant and accessible. Mr. Mazzurco suggests putting ramp in on the northwest corner to be most cost efficient. TA Purchase relayed that 40 tons asphalt grindings will be spread at the Henry House and James Podojil will be spreading and rolling the asphalt grindings for the parking lot for Pickleball.

Ongoing Items

Memorial Day

Mr. Richter suggested that the responsibility of updating the Memorial Day Program, be provided to our Administrative Assistant and that she might begin contacting individuals and groups to ensure their participation.

Speed Limit Revision

ODOT District 12, Anthony Toth is currently reviewing our Resolution and the Engineer’s Office traffic study results for Cedar Road for the requested Speed Limit Revision.

Cemetery Sign

The new double-sided sign will be installed at the Chester Township Cemetery, prior to Memorial Day and we hope to improve the surrounding flower bed as well.

TA Purchase requested the Board of Trustees approve the police budget covering the cost of the Chief’s command staff’s attendance at the Geauga Bar Association Law Day. This is the same ceremony recognizing two of our officers and the award ceremony dinner at Guido’s (\$35 per person) on May 3rd, 2024. The TA and elected officials will cover the cost of their meals individually, should they attend.

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 9:28 P.M.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

6-27-24 Motion # 2024-306
Approval Date

Craig Richter, Chairman

Joseph C. Mazzurco, Vice-Chairman

Ken Radtke, Jr., Trustee