

The Chester Township Board of Trustees met in regular session **Thursday, July 11, 2024** in the Town Hall Meeting Room at **6:00 PM** 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#: 2024-328

Swearing In Ceremonies

2024-328 Mr. Richter moved to approve per the terms of the conditional offer of employment, move to approve the recommendation from the Chief of Police and authorize the hiring of Michael Zgrebnak, to the full-time position of Police Officer. Effective 7/28/2024, Step 4, at the pay rate of \$36.22 per hour, \$75,339.15 annually.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Policemen, Michael Zgrebnak- Sworn in Ceremony

Captain Sherwood introduced Police Officer, Michael Zgrebnak. Michael Zgrebnak's prior career experiences include Lake County Sheriff's Office, Deputy, SWAT Team, a Field Trained Officer, Sargent and a School Resource Officer at Perry School District. Captain Sherwood is very pleased with the variety of experiences that Michael Zgrebnak upholds and what he brings to Chester Township. Michael's immediate family joined him for the swear-in.

Firefighter, Adam Way- Sworn in Ceremony

Chief Shaw introduced Firefighter, Adam Way. Adam's prior career experiences include part time with Chester Fire Department since 2015 and recently full time with Munson Township. Adam attended Auburn Career Center for Firefighting training and Paramedic training at UH Geauga campus. Chief Shaw and the Board of Trustees are pleased to welcome Adam Way to the Fire Department.

Firefighter, Donovan Ferguson- Sworn in Ceremony

Chief Shaw presented Firefighter, Donovan Ferguson. Chief Shaw expressed his excitement that Mr. Ferguson has chosen Chester Township as his first job position. Previously he was employed with a private ambulance and also has experience participating in building two homes during high school. Donovan took his paramedic training at Lakeland Community College and his fire training at Auburn Career Center.

Presentation

Geauga Youth Leadership Institute- Campbell Reese

Campbell Reese-Patterson attended the Geauga Youth Leadership Institute and spoke to the Board of Trustees about her experience. This is a two-week program from 8 AM to 3 PM. Everyday had a different theme as well as visiting multiple businesses, hospitals and Geauga County Courts. She shared the institute was an excellent experience and will be encouraging others to apply to the Geauga Youth Leadership Institute. She expressed her gratitude to the Board of Trustees nominating her to attend. Miss Reese-Patterson is from six generations of farmers, a junior in high school this year, she is a 9-year member of the 4-H Club, she serves on both the Geauga County Junior Fair Board and State Board. Her family attended the Board of Trustees meeting for her presentation.

Township Administrator

Fireworks Law

Resident, Dahl Lanese expressed her frustration regarding the ongoing fireworks that continue to happen before and well after the 4th of July. Chester Township does not have a noise ordinance. Capt. Sherwood suggested calling the Police Department and they will go advise when fireworks are being unreasonable. Capt. Sherwood also mentioned that our community responds positively when advised.

Townhall Signage Illumination Quote

Electolite provided two quotes for specific lighting on the new lettering at the peak of Chester Town Hall building. No decision was made, and the discussion will continue.

2024-329 Mr. Richter moved to approve Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO#	Type	Amount	Payable To	Purpose
271-2024	REG	\$20,000.00	Cleveland Plumbing Supply	Various Infrastructure Projects
270-2024	REG	\$2,088.00	A&A Safety Inc.	36" x 36" Aluminum Road Construction Signs
269-2024	TNN	\$1,250.00	Precision Pro Cut	Core Drill 3' Thick Wall for Underground Drain
268-2024	REG	\$1,600.00	Lacal Equipment Inc.-113	Roller Bearings for John Deer Front Side Mower
267-2024	REG	\$20,000.00	Watts Excavating LLC	Install two(2)Road Pipes Sperry Road
266-2024	REG	\$4,000.00	Concord Road Equipment MFG INC	Various Truck Parts
264-2024	TNN	\$1,525.00	Timothy K Covert	Cemetery Exterior Lighting INV 60226

Department Business- Fire

2024-330 Mr. Richter moved to approve, after the fact, a 90 day leave of absence for part-time firefighter Jeff Federico effective 7/10/24. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-331 Mr. Richter moved to approve, after the fact, all previous wage step increases within in the Chester Township Fire Department and waive the requirements contained within the Collective Bargaining Agreement between the Chester Township Board of Trustees and the International Association of Firefighters Article 21, Section 2 "Grade Advancement/Effective". This motion hereby eliminates all future requirements for Board approval of individual step or annual wage increases, based upon anniversary dates and permits for this process to happen at the discretion and recommendation of the Fire Chief. Mr. Mazzurco seconded. Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion

6:35 PM - Public Hearing for the 2025 Temporary Budget

- **Police Levy .5 mil Discussion/Decision**
The discussion will continue. No decision was made.

2024-332 Mr. Richter moved to open the public hearing for the 2025 Chester Township Temporary Budget at 6:35 PM. Mr. Mazzurco seconded. Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

2024-333 Mr. Richter moved to waive the reading of the legal notice. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-334 Mr. Richter moved to close the public hearing for the 2025 Chester Township Temporary Budget.
Mr. Mazzurco seconded.
Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

2024-335 Mr. Richter moved to approve the 2025 Chester Township Temporary Budget.
Mr. Mazzurco seconded.
Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

Department Business- Road

Traffic Signs

The Geauga County Engineers office stated Chester Township is responsible for signs specifically stating what is happening during the road work projects to eliminate confusion between complete closures and one lane open. New signs with specific wording will be purchased.

Sperry Road/Box Culvert

Road Superintendent, John Onyshko has a plan to repair the Sperry Road box culvert that is causing road erosion. Discussion will continue.

Service Truck

Road Department Superintendent discussed the need for a service truck. The use of the service truck is for emergency response to another vehicle and also retrieving parts when needed.

Department Business- Police

2024-336 Mr. Richter moved to approve Police Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO#	Type	Amount	Payable To	Purpose
272-2024	REG	\$1,062.31	Ken's Auto Service	Repair on Unit C

2024-337 Mr. Richter moved to approve, pursuant to ORC 505.10, the discarding of a trailer owned by the Chester Township Board of Trustees and utilized by the police department, which is obsolete and no longer fit for use. The trailer will be properly disposed of at a licensed scrap facility pursuant to ORC 4737.05.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Department Business- Zoning

No business at this time

New Business

2024-338 Mr. Richter moved to approve and sign, after the fact, a letter of Proclamation in honor of Lance Yandell, recognizing his service to Chester Township.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-339 Mr. Richter moved to approve and amend motion 2024-294 to include the recommended language addition to the Certificate of Need, as requested by the County Prosecutor's Office for the Road Levy of 1.5 Mills.

Mr. Mazzurco seconded.

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

2024-340 Mr. Richter moved to approve and amend motion 2024-295 to include the recommended language addition to the Certificate of Need, as requested by the County Prosecutor's Office for the Road Levy of 2.5 Mills.

Mr. Mazzurco seconded.

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

2024-341 Mr. Richter moved to approve and amend motion 2024-296 to include the recommended language addition to the Certificate of Need, as requested by the County Prosecutor's Office for the Police Levy of .5 Mills.

Mr. Mazzurco seconded.

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

2024-342 Mr. Richter moved to approve and amend motion 2024-297 to include the recommended language addition to the Certificate of Need, as requested by the County Prosecutor's Office for the Police Levy of 2.5 Mills.

Mr. Mazzurco seconded.

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

Township Park

2024-343 Mr. Richter moved to approve the use of Chester Township properties as listed below:
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
Karen Fornaro	Aug. 11	Pavilion West	9am-5pm	NEO Twin Group Picnic
Diana Hepner	July 27	Pav. West/Horseshoe	10am-6pm	Grandma's Bday Party

Financial Items

2024-344 Mr. Richter moved to approve financial transactions as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
FI	258-2024	REG	\$2,000.00	Kiwanis Club of WG	2024 Summer Concerts
FI	259-2024	REG	\$647.97	Schaffer IT Enterprises	PD Switch
FI	261-2024	REG	\$900.00	Company 119	Web Hosting SVCS July 2024-June 2025
FI	262-2024	REG	\$945.00	Schaffer IT	12 mo. Symantec Endpoint Security
FI	265-2024	REG	\$BOO.DO	Dominion East Ohio	Natural Gas

CHECKS		
Date	Starting No.	Ending No.
7-16-2024	87672	87680
7-16-2024	87679 Voided	Reissued Electronically-per MLF
7-7-11-24	87681	87684
Fiscal Officer's note: The last check number used on 6/27/24 was 87671		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
7-11-24	1883-2024	1949-2024	Regular Payroll
7-11-24	1951-2024	1960-2024	Regular Payroll

ON - LINE PAYMENT VOUCHERS			
Date	Starting No.	Ending No.	
7-11-24	1964-2024	2023-2024	

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
1962-2024	First National Bank EFTPS	\$20,828.83	7-16-2024	Employee & employer withholding- Federal
1963-2024	Treasurer, State of Ohio	\$3,449.33	7-16-2024	Employee & employer withholding- State

Fiscal Officer's Report

Chester Township Bank Reconciliation				
Reconciled date		6/30/2024		
Prior UAN Balance				6,962,709.07
Actual Receipts	+		554,421.94	
Transfers for UAN Only	+		0.00	
Total Receipts	=			554,421.94
Payments	-		605,935.50	
Transfers for UAN Only	-		450,000.00	
Total Payments	=			1,055,935.50
Adjustments	+			0.00
Adjustments	.			0.00
Current UAN balance as of	6/30/2024			\$6,461,195.51
Other adjusting factors	+			.
Other adjusting factors	-			.
Adjusted UAN balance as of	6/30/2024			\$6,461,195.51
Entered bank balances as of	6/30/2024			\$6,636,283.78
Deposits in transit	+			0.00
Outstanding payments	-			175,088.27
Outstanding adjustments	+			0.00
Outstanding adjustments	.			0.00
Other adjusting factors	+			0.00
Other adjusting factors	.			0.00

Adjusted bank balances as of	6/30/2024		6,461,195.51
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Check 0.00

Chester Township Bank Balances			
As of 6/30/2024			
Business Banking			\$400,000.00
FNB Sweep Account			280,311.04
Star Ohio			5,955,972.74
Total			\$6,636,283.78

Check 0.00

Open/Ongoing Items

Fraud Training/Update New Hire Packet- Required Fraud Training due date is approaching. Adding the new training requirement to New Hire Packets as well as a checklist for the new employee to follow for completion.

Township Records Commission- Mr. Richter will send a follow-up email to the Heads of the Departments.

Senate Capital/State Funding No Updated

Road Department Roof Project- Moving forward with the process of getting bids for the roof complete before winter.

Limited Home Rule- No Update

Electronic Sign- The sign is here and working. Positive feedback from residents and training is in progress.

Renewal Levies- The process is on schedule.

Willowbrook Right of Way Update- The pipe has been repaired and a follow-up regarding the multi-vehicles at the end of the driveway will take place.

Upcoming Items/Deadlines

Unity Day-August 25th @ WG High School 11AM-5 PM

Senior Clean-Up- September 9-12th (Possibly Friday) and Advertising.

Residents age 60+ can register with Geauga Department of Aging

Community Clean-Up Day- September 14th @ Recycling Park

Advertising: Chesterland News: Deadline- Aug.23 Maple Leaf Options: Deadline- Aug. 27 or Sept. 3rd

Discussions

WEX Cards/Fuel/Tanks

Pickleball Update

The Great Geauga County Fair- Registration is complete. Attending on Sunday, Sept. 1st 10-2pm

Government Update: KR 7/11; CR 7/25; JM 8/08

Executive Session

2024-345 Mr. Richter moved to enter into executive session at 7:49 PM pursuant to Ohio Revised Code 121.22 (G)(2) To consider the purchase of property for public purposes and pursuant to Ohio Revised Code 121.22 G(l), to consider compensation or other terms employment and discipline of public employee(s) and Ohio Revised Code 121.22(G)(4) reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment.

Mr. Mazzurco seconded.

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

Invited into the executive session is Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett. The Board reentered the public session at 9:12 PM.

No motions coming out of the executive session.

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 9:12 PM.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

8-8-24 Motion # 2024-372
Approval Date

Craig Richter, Chairman

Joseph C. Mazzurco, Vice-Chairman

Ken Radtke, Jr., Trustee