

The Chester Township Board of Trustees met in regular session **Friday, August 23, 2024** in the Town Hall Meeting Room at **7:00 AM** Chairman Craig Richter presided.

**Roll Call:** All Trustees were present.  
Fiscal Officer, Patricia Jarrett was absent  
Township Administrator, Mark Purchase served as Clerk Pro-Tem

**Pledge of Allegiance to the Flag**

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

**Leading Motion #: 2024-382**

**Public Comments/ Questions**

Resident, Frank Daddario at 12879 County Line Road spoke to the Board of Trustees regarding his concrete driveway that was cut back 8 feet during the resurfacing project on his street. Superintendent, John Onyshko addressed the error and will correct before the completion of the resurfacing project.

A welcome letter/packet was suggested to assist and inform new homeowners of Chester Township. Included in the suggested letter/packet could be a list of restaurants, Chester Township yearly events, recycling, resident responsibilities, Chester Township directories. This discussion will continue.

**Department Business- Road**

**Cranwood Drive Drainage Swales Issues**

The August 6<sup>th</sup> storm resulted in multiple trees down throughout Kirkwood and Cranwood Drive and has caused blockage in the drainage swales in this area. Road Superintendent, John Onyshko, concerned for the two elderly resident's wellbeing and is uncertain the residents are able to get their property cleared. If not addressed, major flooding could occur with the next rain fall.

**Executive Session**

**2024-382** Mr. Richter moved to enter into executive session at 7:41 AM pursuant to Ohio Revised Codes 121.22 (G) (1) to consider the compensation and discipline of public employees.

Mr. Mazzurco seconded.

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

Invited into the executive session Chief Shaw and Township Administrator Mark Purchase.

The Board reentered public session at 8:07 AM.

**2024-383** Mr. Richter moved to approve per O.R.C 505.10 (A) (7) the sale of a Road Department's 2011 International 7400 Maxxforce Dump Truck for public sale on Govdeals.com

Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2024-384** Mr. Richter moved to approve after the fact the resignation of Anthony Leonard effective 8.13.2024 as part time seasonal grounds from the Road Department  
Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2024-385** Mr. Richter moved to approve the resignation of Markos Leonard effective 8.16.2024 as part time seasonal grounds from the Road Department  
Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2024-386** Mr. Richter moved to approve and sign the agreement with the West Geauga School System to provide them with anti-skid materials up to 250 tons at \$45.27/ton for the 2024-2025 winter season.  
Mr. Mazzurco seconded.

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

**2024-387** Mr. Richter moved to approve Road Department expenditures as listed below.  
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
292-2024	REG	\$15,000.00	Allied Corporation	Various Asphalt Products
293-2024	REG	\$20,000.00	Vancuren Services	August 6 <sup>th</sup> Storm Cleanup
294-2024	REG	\$1,900.00	A&A Safety Inc.	Additional Road Closed Signs/Stands
289-2024	REG	\$5,000.00	Schaeffer IT Enterprises	Other Professional & Tech SVCS/Computer Tech

**Department Business- Fire**

**2024-388** Mr. Richter moved to approve the hiring of the following part-time employees effective August 23, 2024, contingent upon successful completion of a drug test and background check, at the specified wage rates Nicholas Light as a Firefighter/Paramedic at a rate of \$21.53 per hour, Caden Dawson as a Firefighter/EMT-Basic at a rate of \$19.76 per hour, Vincent Scolaro as a Firefighter/EMT-Basic at a rate of \$19.76 per hour.  
Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2024-389** Mr. Richter moved to approve after the fact the purchase of Akron Brass Apollo 2.5" Hi-Riser Monitor from All American Fire Equipment for \$3,558.00.  
Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2024-390** Mr. Richter moved to approve Fire Department expenditures as listed below.  
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
297-2024	TNN	\$1,325.86	EMSAR Medical Repair Inc.	Annual Maintenance Cots/Stair Chairs
295-2024	TNN	\$773.93	Chesterland Auto Repair LLC	Repairs to 2013 Chevy Impala

## Department Business- Police

**2024-391** Mr. Richter moved to approve shotgun and rifle armorer training for Officer Steve Ettinger, Officer Tom Sindelar, and Officer Jordan Alaqua. The certified training will be conducted by the "Triton Training Group" (PO Box 388 Max Meadows, Va. 24360), in the City of Kirtland, between November 4th and 7th, 2024. \$2,700.00 will be appropriated from line-item: 2271-210-318-0000 (Enforcement Training Fund).

Mr. Mazzurco seconded. Vote unanimous; motion passed.

## New Business

**2024-392** Mr. Richter moved to approve and adopt the proposed modifications to the Chester Township Policy Manual, Section 7.03 Holidays, Sub Section C, 3 (b) establishing a limited use and no year-end exchange of holiday leave credits.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2024-393** Mr. Richter moved to recognize and issue a letter from our Fiscal Office acknowledging the \$2,400.00 donation, which was made voluntarily by JCE's H2O TO GO (12275 Painesville Warren Road Concord, Ohio 44077). This company provided a tanker truck of 2,000 gallons of potable drinking water for the residents of Chester Township, in the immediate aftermath of the recent storms and extended power outages.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2024-394** Mr. Richter moved to authorize and approve the Road Superintendent and the members of his department to assist those residents of Chester Township identified by the Geauga County Department on Aging as being either senior citizens on a fixed income or those residents that are disabled with the removal of storm debris from their individual residences. The Board wishes to further recognize and thank the members of Team Rubicon, which is a group of volunteers that will gather all storm debris on an individual property that are identified by the Department on Aging and move the debris to the road right-of-way for easier retrieval by our Road Department.

ROLL CALL

Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2024-395** Mr. Richter moved to approve and recognize the unwavering storm relief efforts provided by these departments to the residents of Chester Township, which began over two weeks ago and continue today. Those departments include the Chester Township Road, Police & Fire Departments, the Geauga County Engineer's Office, The Ohio Department of Transportation, First Energy, The Geauga County Commissioners Office, The Geauga County Department of Emergency Services, and our residents themselves, who were out helping neighbors, removing debris from the roadways, and aiding those that needed it most.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2024-396** Mr. Richter moved to approve the payment of \$350.00 to Laurie Roth, Executor of the James P. Chambers Estate for the sellback to the Township one cemetery plot located in Section C, Lot 396, Grave 1, in Chester Township Cemetery.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2024-397** 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)
24-009	C	396	1

**Township Park**

**2024-398** Mr. Richter moved to approve, after the fact, 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
WG Horseshoe Club	8/21/24	Pav.West/Horseshoe	6-9pm	End of season picnic

**Financial Items**

**2024-399** Mr. Richter moved to approve financial transactions as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
GEN	\$9,839.67	1000-760-730-1202 Improvement of Sites(Pk & Rec)	1000-110-314-0701 Tax Collection Fees	Fees

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
FI	296-2024	TNN	\$770.00	JCE'S H2O to Go	Water Delivery & Distrub.for 8/6 storm/Power Outage
FI	290-2024	REG	\$5,500.00	Granite Telecommun.	Telephone
FI	291-2024	REG	\$900.00	Lincoln's Roofing	Repairs and Maintenance

CHECKS		
Date	Starting No.	Ending No.
8/27/2024	87705	87712
8/22/24	87713	87713

Fiscal Officer's note: the last check number used on 8/8/24 was 87704

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
8/27/2024	2280-2024	2350-2024	Reg Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
8/22/24	2279-2024	2414-2024

VOUCHERS & WITHHOLDINGS				
Voucher #	Payee	Amount	Dated	Description
2355-2024	First National Bank EFTPS	\$20,581.02	8/27/2024	Employee & Employer Withholding -Federal
2353-2024	Ohio Dept. Of Taxation	\$88.24	9/13/2024	Employee & Employer Withholding-Local School Dist.
2352-2024	Treasurer, State of Ohio	\$3,342.15	8/27/2024	Employee & Employer Withholding-State
2354-2024	RITA	\$1,660.39	8/27/2024	Employee & Employer Withholding-Salaries

## **Department Business- Zoning**

The Zoning Inspector, Chris Alusheff joined the Board of Trustees meeting to discuss better communication between the seller of the home, the buyer and the realtor companies. Providing realtors the knowledge of the Township Zoning Resolutions could assist, inform and eliminate confusion for the new home buyers.

Mr. Alusheff also discussed the ORC 505.86,.87 and .871(unsafe structures, garbage, debris and junk motor/vehicles). [505.86-4-12-2021.pdf \(ohio.gov\)](#), [505.87-4-12-2021.pdf \(ohio.gov\)](#), [505.871-4-12-2021.pdf \(ohio.gov\)](#). Currently under the ORC, the zoning violation process can be evasive and lengthy. If governed by Limited Home Rule, it allows the Board of Trustees to have more authority and faster results.

### **Zoning Amendment Proposal-Garages**

Mr. Radtke spoke generally regarding the zoning amendment proposal of attached garages. The discussion will continue at the next board of trustees meeting.

**2024-400** Mr. Richter moved to approve and direct the Zoning Commission to initiate the process of re-zoning the following three parcels of property, located at 11729, 11767 and 11797 Chillicothe Road (11.9 acres of land) from a Residential District to an Industrial District.

Mr. Mazzurco seconded.

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

## **Financial Items**

### **Reserve Funds**

Reserve funds help ensure that there are resources available to address unforeseen financial needs without disrupting the overall budget. It also is designed to save for future expenses such as building structures and equipment. The discussion will continue on what kind of reserve funds will be established for the Chester Township.

### **UAN / Read Only Access**

The Uniform Accounting Network (UAN) is a financial software package created by the Auditor of State's office to support the accounting, payroll, and financial management activities of local governments in Ohio. The Board of Trustees is requesting read only access and will be contacting the UAN office for more information.

**2024-401** Mr. Richter moved to approve and direct the Chester Township Fiscal Officer to immediately establish individual Reserve Fund's for Capital Expenditures within the Township's General Fund, Road Department, Police Department and Fire Department, as recommended by the Geauga County Budget Commission and in compliance with the statutory requirements of ORC.5705.132

Mr. Mazzurco seconded.

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

### Open/Ongoing Items

- **Township Records Commission-** No report at this time.
- **Fraud Training** -A spreadsheet has been created from the Fiscal Department to track the outstanding employers regarding completion of fraud training. Results at the next meeting.
- **Senate Capital/State Funding** – the process is near completion and the grant will be available for the restoration of the current Salt Dome in 2025.
- **Road Department Roof Project** -Draft bid spec is complete. More information will be available at the next meeting.
- **Limited Home Rule-** No update at this time

### Upcoming Items/Deadlines

- **Unity Day-** August 25<sup>th</sup>@ WG High School 11am-5PM – The Board of Trustees will be providing free snow cones and a free raffle for a basket.
- **The Great Geauga County Fair-** Registration is complete. Attending on Sunday, Sept. 1<sup>st</sup> 10-2pm
- **Leave, Take & Donate:** Kiwanis Event on Saturday, September 7<sup>th</sup> -add a dumpster for this event for September 6<sup>th</sup>.
- **Senior Clean-Up-** September 9-12<sup>th</sup> (Possibly Friday)
- **Community Clean-Up Day-** September 14<sup>th</sup> @ Recycling Park

### Discussions

- **Township Administrator Fund Accounts for Pay**  
Appropriation account for Township Administrator
- **Storm Cleanup Update**  
Lake and Geauga County ODOT combined to organize a 5 day clean up. Geauga County Engineers Department assisted as well. Geauga Department of Aging and Team Rubicon will assist 22 senior citizens that are on a low income and/or disabled, with removal of storm debris. A complete cleanup of the Township will take some time.

**Government Update:** KR 8/23; CR 9/5; JM 9/19

**ADJOURNMENT:**

There being no further business before the Board, Mr. Richter adjourned the meeting at 9:50 AM.

Respectfully submitted,



Patricia Jarrett, Fiscal Officer

9/5/2024 Motion # 2024-405

Approval Date



Craig Richter, Chairman



Joseph C. Mazzurco, Vice-Chairman



Ken Radtke, Jr., Trustee