

The Chester Township Board of Trustees met in regular session **Thursday, August 8, 2024** in the Town Hall Meeting Room at **6:30 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 #: 2024-360

Pickleball Permit Fee/Tournaments

Fees will be discussed further. The use of the Pickle Ball Courts for tournaments and fundraising will have to follow the rule of leaving one court available for residents to utilize during their fundraising and tournaments.

2024-360 Mr. Richter moved to waive application park fees for the West Geauga High School After Prom and Kiwanis of West Geauga for the use of the pickle ball courts.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-361 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
After Prom Committee	9/15 or 9/29(rain date)	Pavilion East & Pball Courts	10am-3pm	Fundraiser Tournament
Kiwanis	9/21/24	Pickleball Courts	8am-5pm	Fundraiser
Schryer	8/31/24	Pavilion East & 2 VBall Courts	2-6pm	College Graduation
St. Anselm/Lisa Hoehnen	8/11	Town Hall Parking Lot	12pm-2pm	Washington DC Trip Fundraiser
Mayfield Church	9/8	Entire Park	11-3pm	Picnic and Fellowship
Friends of Chester Roads	8/16	Gazebo	3-6pm	Raffle Event

Public Comments/ Questions

Executive Session

2024-362 Mr. Richter moved to enter into executive session at 6:50 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(1) to consider appointment employment and compensation of a public employee(s).

Mr. Mazzurco seconded. Vote unanimous; motion passed.

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

Vic Cizek left at 7:17 PM.

Captain Sherwood entered 7:17 PM and left at 7:33 PM.

The Board reentered public session at 7:33 PM.

Department Business- Police

2024-363 Mr. Richter moved to provide police service to assist with pedestrian traffic from 8am to 2pm on August 17, 2024 for the Historical Foundation Flea Market community event.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-364 Mr. Richter moved to provide police service to assist with car traffic from 8am to 2pm on Saturday, September 14, 2024 for the Community Clean Up Day at the Recycling Park.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-365 Mr. Richter moved to approve the GovDeals auction of a black, single axle, (6'x10') utility trailer (no serial number), with a reserve price set at \$100.00. Proceeds, if any, will be filed accordingly with the Chester Township Fiscal Office.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-366 Mr. Richter moved to approve the GovDeals auction of a 1998 Chevy 1500 (VIN# 2GCEK19R5W1256851) with a reserve price set at \$400.00. Proceeds, if any, will be filed accordingly with the Chester Township Fiscal Office.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-367 Mr. Richter moved to approve the Memorandum of Understanding for the school resource officer program (as presented to the Board of Trustees) between the West Geauga Local School District and the Chester Township Police Department. The MOU is for the continuation of the SRO program through the 2024-2025 school year.
Mr. Mazzurco seconded.
Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

2024-368 Mr. Richter moved to approve the SSO Employment Agreement for Officer Sean Day at the rate of \$59,740.00 for the (WGLSD) 2024-2025 contracted school year.
Mr. Mazzurco seconded.
Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

2024-369 Mr. Richter moved to approve the SSO Employment Agreement for Officer Karen Sweet at the rate of \$59,740 for the (WGLSD) 2024-2025 contracted school year.
Mr. Mazzurco seconded.
Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

2024-370 Mr. Richter moved to approve the SPO Employment Agreement for Officer Robert Pomnean for the (WGLSD) 2024-2025 contracted school year. Officer Pomnean's pay is to be prorated accordingly starting on 12/01/2024. The normal unadjusted rate of pay for this position is \$70,063.92 for the 2024-2025 contracted school year.
Mr. Mazzurco seconded.
Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

2024-371 Mr. Richter moved to approve Police Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
284-2024	Reg	\$3,896.25	Atwell's Police & Fire Equipment	Body Armor
285-2024	Reg	\$3,877.00	MT Cleaning Co	PD Cleaning Service

2024-372 Mr. Richter moved to approve the minutes of the Board of Trustees meeting dates 4/18(Special), 5/9(Special), 5/28, 5/30, 6/27, 6/13, 7/11 and 7/24 all 2024 as presented to the Board by the Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-372A Mr. Richter moved to approve and sign the required Grant Agreement between the State Office of Budget & Management and the Chester Township Board of Trustees for the proposed State Funding, as related to the Road Department / Salt Dome Repairs. Mr. Mazzurco seconded.

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

2024-373 Mr. Richter moved to approve after a fact available funds in the amount of \$26,000.00 for excess pavement repairs on County Line and Old Mill Road as recommended by the Geauga County Engineer's Office using account number 2031-330-360-0000. Mr. Mazzurco seconded.

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

2024-373B Mr. Richter moved to approve to advertise in the Chesterland News for two editions, on the Township website and the electronic sign for the Community Clean Up Day on Saturday, September 14, 2024 in Chester Township. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Old Brine Tanks

The old brine tanks have been on GovDeals without conclusion of a sale. The discussion of the old brine tanks and the future of this property will continue.

2024-374 Mr. Richter moved to approve Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
282-2024	Reg	\$2,000.00	Precision Pro Cut	Saw Cut Box Culvert Sperry Road
283-2024	Reg	\$1,900.00	A&A Safety INC.	Various Signs
288-2024	Reg	\$2,500.00	Turney Home & Auto	Misc. Supplies

2024-375 Mr. Richter moved to approve after the fact accepting the resignation of part-time firefighter Anthony Mariola effective August 1, 2024. Mr. Mariola was hired full-time by Euclid Fire Department and as a condition of employment can no longer work for Chester Township Fire Rescue. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-376 Mr. Richter moved to approve a leave of absence for part-time paramedic/firefighter Ryan Fowler effective August 1, 2024 for personal reasons.
 Mr. Mazzurco seconded.
 Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, abstain. Motion passed.

2024-377 Mr. Richter moved to amend motion 2024-376 to read move to approve a leave of absence for part-time paramedic/firefighter Ryan Fowler effective October 1, 2024 for personal reasons.
 Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-378 Mr. Richter moved to approve Fire Department expenditures as listed below.
 Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
287-2024	Reg	\$17,000.00	Sensible Products	Mounting Misc. Equipment on New Pumper Truck

2024-379 Mr. Richter moved to approve up to \$1,950.00 to Electolite for the installation of proper lighting for the Chester Township Town Hall building sign.
 Mr. Mazzurco seconded. Vote unanimous; motion passed.

Template Resident Letter Regarding Support for Local Control of Township Zoning
 The Zoning Inspector will compose a letter supporting Zoning.

Township Insurance Policy:
 Payment due Aug. 18th 2024

Opioid Settlement Funds
 The Board of Trustees suggested utilizing this fund for informational pamphlets regarding drug use prevention and resources. The discussion will continue.

2024-380 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
PD	\$1,705.25	2081-760-0000-Improvement of Sites	2081-210-360-0000-Contracted Services	Cleaning SVC
PD	\$2,171.63	2081-760-740-0000-Machinery, Equip., Furniture	2081-210-360-0000-Contracted Services	Cleaning SVC
CEM	\$2,802.00	2041-410-190-0000-Other Salaries	\$700.00 2041-410-599-0000-Other Expenses	
CEM		2041-410-190-0000-Other Salaries	\$2102.00 2041-760-730-0000-Improvement of Sites	
FD	\$17,000.00	2111-930-930-0000-Contingencies	2111-760-740-0303-Machinery, Equipment, Furniture	Sensible Products

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
FI	286-2024	Reg	\$10,320.30	Enbridge Gas Ohio	Natural Gas

CHECKS		
Date	Starting No.	Ending No.
8-13-24	87692	87700
8-8-24	87701	87704
Fiscal Officer's note: the last check number used on 7/24/24 was 87691		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
8-13-24	2138-2024	2205-2024	Reg Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
8-8-24	2209-2024	2278-2024

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
2207-2024	First National Bank EFTPS	\$22,017.73	8-13-24	Employee & employer withholding – Federal
2208-2024	Treasurer, State of Ohio	\$3,588.45	8-13-24	Employee & employer withholding – State

Fiscal Officer's Report

Chester Township Bank Reconciliation			
Reconciled date		7/31/2024	
Prior UAN Balance			6,461,195.51
Actual Receipts	+	3,102,446.52	
Transfers for UAN Only	+	2,000,000.00	
Total Receipts	=		5,102,446.52
Payments	-	965,901.94	
Transfers for UAN Only	-	2,475,000.00	
Total Payments	=		3,440,901.94
Adjustments	+		0.00
Adjustments	-		455.02
Current UAN balance as of	7/31/2024		\$8,122,285.07
Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	7/31/2024		\$8,122,285.07
Entered bank balances as of	7/31/2024		\$8,270,188.92
Deposits in transit	+		0.00
Outstanding payments	-		147,903.85
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	7/31/2024		8,122,285.07

Check

0.00

Chester Township Bank Balances			
As of	7/31/2024		
Business Banking			\$400,000.00
FNB Sweep Account			333,185.62
Star Ohio			7,537,003.30
Total			\$8,270,188.92

Check

0.00

Open/Ongoing Items

- **Township Records Commission** No update at this time.
- **Fraud Training-** A reminder has been sent to employees that have not completed.
- **Senate Capital/State Funding** Police Department will prepare the proper documents for the grant and present to the Board of Trustees.
- **Road Department Roof Project** – Contracts are being prepared.
- **Limited Home Rule** No update at this time.

Upcoming Items/Deadlines

- **2025 Budget Hearing** – Geauga County Commissioners Office August 19 2024 at 10 AM.
- **Unity Day-** August 25th @ WG High School 11am-5pm.
- **The Great Geauga County Fair-** Registration is complete. Attending on Sunday, Sept. 1st 10-2pm
- **Leave, Take & Donate:** Kiwanis Event on Saturday, September 7, 2024
- **Senior Clean-Up-** September 9-12th (Possibly Friday)
- **Community Clean-Up Day-** September 14th @ Recycling Park

Government Update: JM 8/08; KR 8/22; CR 9/5

Executive Session

2024-381 Mr. Richter moved to enter into executive session at 8:22 PM pursuant to Ohio Revised Codes 121.22 (G) (1) to consider the compensation of public employees.

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

Mr. Mazzurco seconded.

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

The Board reentered public session at 8:41 PM.

No motions coming out of the executive session.

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 8:42 PM.

Respectfully submitted,



Patricia Jarrett, Fiscal Officer



Craig Richter, Chairman



Ken Radtke, Jr., Trustee

9/5/2024 Motion # 2024-405

Approval Date



Joseph C. Mazzurco, Vice-Chairman