

The Chester Township Board of Trustees met in regular session **Thursday, September 19, 2024** in the Town Hall Meeting Room at **4:00 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 #: 2024-426

Executive Session

2024-426 Mr. Richter moved to enter into executive session at 4:01 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the appointment, employment, or compensation of 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 Chief Craig Young, Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett.

The Board reentered public session at 4:29 PM.

2024-427 Mr. Richter moved to approve the conditional offer of employment to Christopher Kleinrichert.

Mr. Mazzurco seconded.

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

Approval of Minutes

2024-428 Mr. Richter moved to approve the minutes of the Board of Trustees meeting date(s) 9/5/2024 as presented to the Board by the Fiscal Officer.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-429 Mr. Richter moved to approve Road Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
309-2024	REG	\$6,300.00	Cleveland Plumbing Supply CO	Box Culvert Pipe on Sperry Rd
307-2024	TNT	\$3,800.00	Dover Hydraulics Inc.	Repair of Gradall Cylinder
313-2024	REG	\$2,600.00	Vancuren Services	Tree Removal at Old Settlement Cemetery
314-2024	REG	\$10,611.26	Motorola Solutions	Radio's for RD Communications

2024-430 Mr. Richter moved to approve after the fact a 30 day leave of absence for part-time PM/FF Ryan Fowler beginning August 31, 2024.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-431 Mr. Richter moved to approve Fire Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
311-2024	REG	\$1,200.00	Weldher Company	Equipment installation on Eng.# 3422
310-2024	TNT	\$654.74	Witmer Public Safety Group	3 Flashlights for New Eng#3422

2024-432 Mr. Richter moved to approve the resignation of Shaun Powers from the position of police officer, effective 09/26/2024.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-433 Mr. Richter moved to approve and accept, after the fact, the resignation of Evan Smythe from the position of police officer, effective 09/10/2024.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-434 Mr. Richter moved to approve Police Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
312-2024	REG	\$531.45	Kimble Recycling& Disposal	Trash Removal

2024-435 Mr. Richter moved to approve \$280.00 payable to the Geauga County Township Association for Craig Richter, Joe Mazzurco, Ken Radtke, Mark Purchase, Patricia Jarrett, Chief Shaw, Chris Alusheff and Kim Bican to attend the October 9, 2024 Quarterly Dinner Meeting hosted by Bainbridge Township.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-436 Mr. Richter moved to approve and sign a cemetery deed for the sale of the following plots.
Mr. Mazzurco seconded.
Mr. Richter, yes; Mr. Mazzurco, Yes; Mr. Radtke, absent. Motion passed.

DEED #	SECTION	PLOT	SITE(S)
24-011	3	070	1,2
24-012	2	036,037	1-6,1-6

Financial Items

2024-437 Mr. Richter moved to approve and amend motion 2024-417, thereby increasing the maximum 5-year contribution, for each of the four individual reserve funds not to exceed 1.5 million dollars.

Mr. Mazzurco seconded.

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

2024-438 Mr. Richter moved to approve a resolution requesting the establishment of general fund capital project fund(s) pursuant to and as allowed by Ohio revised code 5705.132

Mr. Mazzurco seconded.

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

2024-439 Mr. Richter moved to approve a resolution requesting the establishment of Road and Bridge fund capital project fund(s) pursuant to and as allowed by Ohio revised code 5705.132
Mr. Mazzurco seconded.

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

2024-440 Mr. Richter moved to approve a resolution requesting the establishment of Fire fund capital project fund(s) pursuant to and as allowed by Ohio revised code 5705.132
Mr. Mazzurco seconded.

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

2024-441 Mr. Richter moved to approve a resolution requesting the establishment of Police fund capital project fund(s) pursuant to and as allowed by Ohio revised code 5705.132
Mr. Mazzurco seconded.

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

2024-442 Mr. Richter moved to approve the transfer from the general fund total amount \$225,242.00 to be transferred to the following departments listed below:
Mr. Mazzurco seconded.

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

Building	Amounts
Police (2081)	\$ 43,489.00
Road (2031)	\$ 138,208.00
Fire (2111)	\$ 43,545.00

2024-443 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	\$5,000.00	1000-760-730-1201	1000-910-910-000	Move to Cemetery
RD	\$5,000.00	2031-930-930-0000	2031-330-420-0000	Cleve.Plumb.PO
CEM	\$4,000.00	2041-930-930-0000	2041-410-190-0000	Per J. Onyshko
CEM	\$743.00	2041-930-930-0000	2041-410-211-0000	Per J. Onyshko
CEM	\$257.00	2041-930-930-0000	2041-410-323-0000	Per J. Onyshko
RD	\$10,611.26	2031-330-360-0000	2031-760-740-0000	Motorola Invoice

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
FI	308-2024	TNT	\$1,026.25	Mulberry Creek/Abate Florist	Landscaping maint. For Town Hall Gardens & Gazebo gardens

CHECKS		
Date	Starting No.	Ending No.
9/24/2024	87728	87735
9/19/2024	87736	87736
Fiscal Officer's note: the last check number used on 9/5/24 was 87727		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
9/24/24	2547-2024	2616-2024	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
9/19/2024	2622-2024	2675-2024

VOUCHERS & WITHHOLDINGS				
Voucher #	Payee	Amount	Dated	Description
2618-2024	First National Bank EFTPS	\$21,006.58	9/24/2024	Employee & Employer Withholding- Federal
2619-2024	Treasurer, State of Ohio	\$3,654.12	9/24/2024	Employee & Employer Withholding- State
2620-2024	Regional Income Tax Agency (RITA)	\$1,880.03	9/24/2024	Employee & Employer Withholding
2621-2024	Ohio Department of Taxation	\$91.63	9/24/2024	Employee & Employer Withholding- Local School District

Fiscal Officer's Report

Chester Township Bank Reconciliation			
Reconciled date		8/31/2024	
Prior UAN Balance			8,122,740.09
Actual Receipts	+	2,166,686.74	
Transfers for UAN Only	+	750,000.00	
Total Receipts	=		2,916,686.74
Payments	-	1,415,310.82	
Transfers for UAN Only	-	850,000.00	
Total Payments	=		2,265,310.82
Adjustments	+		0.00
Adjustments	-		0.00
Current UAN balance as of	8/31/2024		\$8,774,116.01
Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	8/31/2024		\$8,774,116.01
Entered bank balances as of	8/31/2024		\$8,972,578.08
Deposits in transit	+		0.00
Outstanding payments	-		198,462.07
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	8/31/2024		8,774,116.01

Check 0.00

Chester Township Bank Balances			
As of		8/31/2024	
Business Banking			\$400,000.00
FNB Sweep Account			901,105.95
Star Ohio			7,671,472.13
Total			\$8,972,578.08
	Check		0.00

2024-444 Mr. Richter moved to enter into executive session at 4:51 PM pursuant to Ohio Revised Code 121.22 G (1) to consider discipline and 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 Michael Zhelesnik.

The Board reentered public session at 5:25 PM.

No motions coming out of executive session

Public Comments/ Questions

Resident Emily Ponti, owner of Mulberry Meadows address 8200 Mulberry Road, spoke to the Board of Trustees regarding the open case taken against her. The Board of Trustees could not comment but recommended Mrs. Ponti to have her lawyer communicate with Assistant Prosecutor, Sheila Salem from the Geauga County Prosecutor’s Office.

Service Truck and International Truck Chassis cost \$103,125

The Board of Trustees discussed the different vehicles being utilized at the Road Department. No decision was made and the discussion will continue.

Executive Session

2024-445 Mr. Richter moved to enter into executive session at 5:40 PM pursuant to Ohio Revised Code 121.22 (G)(4) preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms 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 Fire Chief Shaw, Assistant Fire Chief Nagy, Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett.

The Board reentered public session at 6:45 PM.

No motions coming out of executive session.

Replacement Utility Vehicle-Plow \$61,000.00 F-250 V-8

The Fire Department/EMS 2011 Utility vehicle has been experiencing many maintenance and service issues including corrosion of bolts and a leaking transmission. The utility vehicle had been assessed and the vehicle had been ruled unrepairable. The purpose of this vehicle is for plowing streets or driveways, during an emergency response as well as accessing off road areas where the traditional fire truck can't access.

2024-446 Mr. Richter moved to approve the purchase of a Ford F-250 Single Cab from Valley Truck Centers, with the purchase price up to \$65,000.00

Mr. Mazzurco seconded.

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

Chief Craig Young- Graduate of the FBI National Academy Session 291

The Board of Trustees congratulated Chief Craig Young on his completion of the FBI National Academy. The 10-week on-site program followed a September 12th graduation ceremony at the National Academy in Quantico, VA.

Department Business- Zoning

Special Meeting with Asst. Prosecutor Sheila Salem / Zoning Enforcement

Meeting with Assistant Prosecutor, Sheila Salem in the future was briefly discussed.

Applicants for BZA & ZC Alternates

The Board of Trustees approved the two recommendations for the BZA and ZC Alternate positions.

2024-447 Mr. Richter moved to appoint, as an alternate, Mark Dobrzynski to the Chester Township Board of Zoning Appeals effective September 20, 2024 and to expire on 12/31/26.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-448 Mr. Richter moved to appoint, as an alternate, George P. Minello to the Chester Township Board of Zoning Commission effective September 20, 2024 and to expire on 12/31/26.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-449 Mr. Richter moved to approve and schedule a Public Hearing on Wednesday, October 16, 2024 at 6:30 PM for the Board Trustees, referencing three proposed Zoning Amendments: ZC-2024-3 (Forms), ZC-2024-4 (Fence Permits) and ZC-2024-5 (Pool Locations), as proposed and received from the Chester Township Zoning Commission.

Mr. Mazzurco seconded.

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

2024-449A Mr. Richter moved to approve October 31, 2024 Trick or Treat from 6-8 PM.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

New Business

Invitation to League of Women Voters' Geauga (LWV) Candidate & Issue Forum on October 3, 2024

The Board of Trustees decided 1 (one) representative will attend the LWV Forum.

Open/Ongoing Items

Township Records Commission No update at this time

Fraud Training- The deadline is approaching and will need completion from all.

Road Department Roof Project- Advertisement for this project is in the local paper. October 17, 2024 at 4pm is the deadline to submit a bid for this project.

Limited Home Rule -No update at this time

Upcoming Items/Deadlines

West Geauga Recreational Council-Trick or Treat Street, October 26th 5-7pm-Contact for sign-up. The Board of Trustees will attend.

Discussions

Storm Cleanup Update No update at this time.

Upcoming Board of Trustees Meetings date changes for October, November and December

The October Board of Trustees meetings were decided. They will continue the discussion for November and December as the holiday's approach.

Veterans Day Location No decision was made at this time.

Executive Session

2024-450 Mr. Richter moved to enter into executive session at 7:34 PM pursuant to Ohio Revised Code 121.22 (G)(2) To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property. 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, Fiscal Officer Patricia Jarrett and by via telephone Vic Cizek.

Vic Cizek left the telephone call at 7:48 pm.

The Board reentered public session at 7:53 PM. 7:48 PM

No motions coming out of the executive session.

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 7:56 PM.

Respectfully submitted,



Patricia Jarrett, Fiscal Officer

10/3/24 Motion #2024-452

Approval Date



Craig Richter, Chairman



Joseph C. Mazzurco, Vice-Chairman



Ken Radtke, Jr., Trustee